

Ref. No. CWB/EVST/16/18/218

CENTRE FOR ENVIRONMENTAL SCIENCES AND TECHNOLOGY

Dated: 12/01/2016

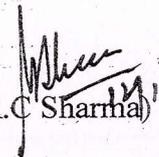
Sub: Proceedings of the 4th Academic and Administrative Committee meeting held on 12/01/2016

Minutes of the meeting

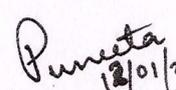
A meeting of the faculty of Centre for Environmental Sciences and Technology was held on 12/01/2016 at 9.30 am in the office of Centre Coordinator.

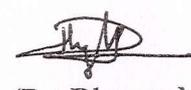
The following points were discussed in the meeting:

- In the light of the letter received from UGC (D.O No.14-26/2015 (CPP-II) dated 11/12/2015) regarding the awareness about ill-effects of Fireworks and upkeep of clean environment was marked to Curriculum Development Committee for necessary action.
- It was decided to create awareness among the students of nearby schools and colleges about the above mentioned topic.
- The Centre will offer three Ph.D. courses (EVS 712, EVS 713 and EVS 714) in the second semester of Academic session 2015-16.
- Utilization of the budget for
 - ✓ Development of the laboratory (Room 6C) allotted to the Centre (around Rs. 5 lakhs).
 - ✓ Purchase of consumables, chemicals and glasswares/testing will be initiated under the concerned head of Rs.2,00,000/-.
 - ✓ The field trip of the students will be organized in the month of February and the tentative budget allocated to that trip is Rs.40000/-
 - ✓ One day seminars and lectures will be conducted from the budgetary head.
 - ✓ Small equipment and a work station will be procured under the budget.
- Procurement of a biogas plant for the practicals of Masters Programme and Community college


(Prof. R.C. Sharma)


(Dr. Sunil Mittal)


(Dr. Puneeta Handey)


(Dr. Dhanya M.S.)

CENTRE FOR ENVIRONMENTAL SCIENCE AND TECHNOLOGY

8

Date: 06.04.2016

Subject: Proceedings of the 7th academic and administrative committee meeting held on 6th April 2016

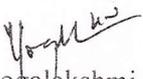
Minutes of the meeting

A meeting of the faculty of Centre for Environmental Science and Technology was held on 6th April 2016 at 12.30 pm in the office of the Centre Coordinator. The following members were present in the meeting:

- i. Prof. R.C.Sharma, Centre Coordinator
- ii. Dr. V K Garg, Professor
- iii. Dr. Sunil Mittal, Assistant Professor
- iv. Dr. Yogalakshmi K N, Assistant Professor
- v. Dr. Dhanya MS, Assistant Professor
- vi. Dr. Puneeta Pandey, Assistant Professor

The following points were discussed in the meeting:

1. A formal welcome was given to the newly joined professor of the Centre Prof. V.K. Garg
2. Discussions regarding preparations for NAAC visit were done and duties were allotted among the faculties regarding file maintenance and document collection.
3. The issue regarding the extension of Ph.D. students of Batch 2009-2010 was discussed and their extension letters were forwarded by the members of the committee for approval by the competent authority.
4. The convenor for the Board of Studies (Dr. Dhanya M S) should plan a BoS meeting sometime in the month of May-June 2016 to update the course curriculum for the upcoming session.


Yogalakshmi K N
Assistant Professor, EVST
Convenor


CoC, EVST and Dean SEES

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2. Dean Academic Affairs
3. Dean SEES
4. Faculty members of EVST
5. IQAC

CENTRE FOR ENVIRONMENTAL SCIENCE AND TECHNOLOGY

Date: 09.05.2016

Subject: Proceedings of the 8th academic and administrative committee meeting held on 6th May 2016

Minutes of the meeting

A meeting of the faculty of Centre for Environmental Science and Technology was held on 6th May 2016 at 11.45 am in the office of the Centre Coordinator. The following members were present in the meeting:

- i. Prof. V K Garg, Centre Coordinator
- ii. Dr. Sunil Mittal, Assistant Professor
- iii. Dr. Dhanya MS, Assistant Professor
- iv. Dr. Yogalakshmi K N, Assistant Professor
- v. Dr. Puneeta Pandey, Assistant Professor

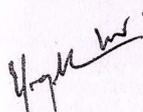
The following points were discussed in the meeting:

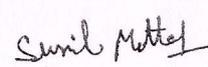
1. All faculty members were requested to submit the continuous assessment marks of the M.Sc. II semester students.
2. Annual report of the centre will be compiled by Dr. Dhanya MS and the necessary information will be provided to her for the report compilation. The report will be compiled by 17th May 2016.
3. As per the notification regarding the physical asset verification for the Centre for Environmental Science and Technology laboratory will be done by Dr. Dhanya MS and Dr. Puneeta Pandey by 16th May 2016.
4. It was decided to conduct the Board of Studies meeting during the 3rd week of June 2016
5. It was decided all files shall be sent through proper channel with the approval of CoC and Dean of the school to avoid complications at the later stage.
6. The issue regarding the extension of Ph.D. students of Batch 2009-2010 was discussed. Out of 4 students admitted for M.Phil. – Ph.D. in 2010, Ms. Upma Vaid and Mr. Gajender Singh have already submitted their thesis and Ms. Anamika Das thesis compilation is under process and is expected to submit by the end of June 2016. As per rule extension is required for further period. The AAC unanimously recommends for the extension of one semester. Application of the students is attached herewith.
7. The extension of Mr. Rakesh Kumar Gupta, M.Phil. student of batch 2014 -15 was discussed in AAC and the committee unanimously recommends the extension to continue his research work.
8. Discussions regarding the purchase of equipment for the upcoming financial year were made. Instruments were listed and duties were assigned to faculties regarding the purchase of the same. Following are the list of instruments:

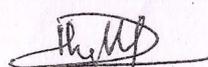
CENTRE FOR ENVIRONMENTAL SCIENCE AND TECHNOLOGY

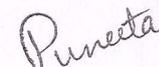
S.No.	Instrument	Person to handle
1	Spectrophotometer	Dr. Dhanya MS
2	Oxygen concentrator	Dr. Yogalakshmi K N
3	Noise level meter	Dr. Puneeta Pandey
4	Vacuum Oven	Dr. Yogalakshmi K N
5	Muffle furnace	Dr. Yogalakshmi K N
6	ENVI	Dr. Puneeta Pandey
7	Freezer dryer	Dr. Yogalakshmi K N
8	Sonicator and Homogenizer	Dr. Yogalakshmi K N
9	Analytical balance	Dr. Dhanya MS
10	Air sampler and stack monitoring	Dr. Puneeta Pandey

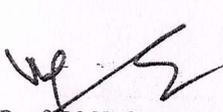
9. The AAC decided to initiate the process of NABL accreditation for the Environmental science labs
10. Documentary movies will be screened for the M.Sc. students atleast once a week which will be followed by a discussion session
11. Discussions were made regarding the addition of experiments in practical courses


Dr. Yogalakshmi K N
Assistant Professor
Convenor


Dr. Sunil Mittal
Assistant Professor


Dr. Dhanya M S
Assistant Professor


Dr. Puneeta Pandey
Assistant Professor


Prof. V K Garg
CoC, EVST and Dean SEES

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2. Dean Academic Affairs
3. Dean SEES
4. Faculty members of EVST
5. IQAC

CENTRE FOR ENVIRONMENTAL SCIENCES AND TECHNOLOGY

Ref. No. CWB/EOST/16/15/369

Dated: 02/06/2016

Sub: Minutes of 9th AAC meeting

The 9th AAC meeting was held on 01/06/2016 at 11.00 am in the Office of Dean, SEES/COC, EVS and the following members were attended

- Prof. V.K Garg
- Dr. Sunil Mittal
- Dr. Dhanya M.S
- Dr. Puneeta Pandey
- Dr. J. Nagendra Babu (special invitee)

The agendas discussed and resolutions taken are as follows:

Agenda 1: Allotment of Ph.D. students (Ms. Shilpa Nag and Ms. Archana Kumari Sharma) guided by Prof. R.C Sharma

Resolution: The matter was discussed and decided the Supervisor allotment will be done as per the guidelines of the University. The students will be allotted to the faculty members with whom seats are available.

Agenda 2: Ph.D. registration of Mr. Amit Kumar Chauhan of Extension of M.Phil.-Ph.D. Integrated Programme (Batch 2013-14)

Resolution: The committee recommends unanimously the allotment of the student to Prof. V.K Garg.

Agenda 3: Extension of Ph.D. students of 2009-10 batch of M.Phil.-Ph.D Integrated Programme.

Resolution: The committee recommends unanimously the earlier decision taken in the 8th AAC meeting held on 6th May, 2016 for extension of Ph.D. students of M.Phil.-Ph.D Integrated Programme (2009-10 batch)- Ms. Upma Vaid, Mr. Gajendra Singh Vishwakarma and Ms. Anamika Das.

CENTRE FOR ENVIRONMENTAL SCIENCES AND TECHNOLOGY

Agenda 4: Initiation for NABL accreditation of the laboratories of the Centre

Resolution: The Initiation of processes for NABL accreditation of the laboratories of the Centre will be taken.

Agenda 5: Participation in outreach programmes

Resolution: The committee decided to have active participation in the outreach programmes by means of talks on radio and television.

Sunil Mittal

(Dr. Sunil Mittal)
Assistant Professor

[Signature]
2.6.16

(Dr. Dhanya M.S)
Assistant Professor

Puneeta
02/06/2016

(Dr. Puneeta Pandey)
Assistant Professor

on leave.

(Dr. Yogalakshmi K.N)
Assistant Professor

Prof. V. K Garg
(COC/Dean, SEES)

V.K.G
2/6/16

Copy to:

- 1) DAA for information, please
- 2) IQAC for information, please
- 3) COE for information, please.
- 4) VC office for information, please.

Ref. No. CO/B/ EVST/16/14/397

CENTRE FOR ENVIRONMENTAL SCIENCE AND TECHNOLOGY

Date: 13.07.2016

Subject: Proceedings of the 10th academic and administrative committee meeting held on 12th July 2016

Minutes of the meeting

A meeting of the faculty of Centre for Environmental Science and Technology was held on 12th July 2016 at 12.00 noon in the office of the Centre Coordinator. The following members were present in the meeting:

- i. Prof. V K Garg, Centre Coordinator
- ii. Dr. Sunil Mittal, Assistant Professor
- iii. Dr. Dhanya MS, Assistant Professor
- iv. Dr. Yogalakshmi K N, Assistant Professor
- v. Dr. Puneeta Pandey, Assistant Professor

The agenda discussed and the resolutions taken are as follows:

Agenda 1: Utilization of funds under the centre budget head 'Research grant'

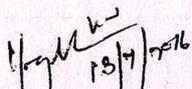
Resolution: The committee decided that each faculty will give the requirements on time for the purchase of chemicals for research purpose.

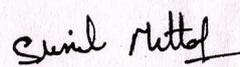
Agenda 2: Utilisation of funds under the centre budget head 'Consumables'

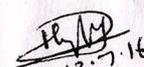
Resolution: The committee decided that the chemicals and glassware for practical classes be purchased on time for the smooth conduct of the practical.

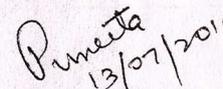
Agenda 3: Proposal from Dr. Sunil Mittal to purchase chemicals under 'Research grant' budget head

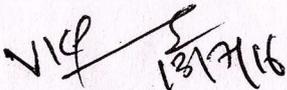
Resolution: The matter was discussed in the meeting and the committee approved the purchase of chemicals amounting to INR 48476/- (excluding taxes) from the Centre budget head 'Research grant' as proposed.


Dr. Yogalakshmi K N
Assistant Professor
Convenor


Dr. Sunil Mittal
Assistant Professor


Dr. Dhanya M S
Assistant Professor


Dr. Puneeta Pandey
Assistant Professor


Prof. V K Garg
CoC, EVST and Dean SEES

Copy to:

1. Vice Chancellor Office
2. Dean Academic Affairs
3. Dean SEES
4. Faculty members of EVST
5. IQAC

Date: 03.10.2016

Subject: Proceedings of the 11th academic and administrative committee meeting held on 3rd October 2016

Minutes of the meeting

A meeting of the faculty of Centre for Environmental Sciences and Technology was held on 3rd October 2016 at 2.30 pm in the office of the Centre Coordinator. The following members were present in the meeting:

- i. Prof. V K Garg, Centre Coordinator
- ii. Dr. Sunil Mittal, Assistant Professor
- iii. Dr. Dhanya MS, Assistant Professor
- iv. Dr. Yogalakshmi K N, Assistant Professor
- v. Dr. Puneeta Pandey, Assistant Professor

The agenda discussed and the resolutions taken are as follows:

Agenda 1: Utilization of funds under the centre budget head 'Research and Teaching grant'

Resolution: The committee decided that each faculty will be allotted with one lakh from the centre budget head 'Research and Teaching grant' for purchase of chemicals and other consumables for research and teaching.

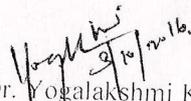
Agenda 2: Utilisation of funds under the centre budget head 'Consumables'

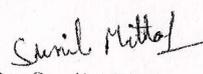
Resolution: The committee decided that the following EVST labs will be allotted INR 50,000/- from the budget head 'Consumables' for purchase of miscellaneous items.

1. EVST lab no. 8 – Incharge Dr. Sunil Mittal
2. EVST lab no. 31 – Incharge Dr. Yogalakshmi K N
3. EVST lab no. 3 – Incharge Dr. Dhanya MS

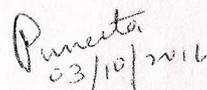
Agenda 3: Proposal from Dr. Puneeta Pandey for repair of the work station placed in computer centre under centre budget head 'Running, Repair and Maintenance of equipments etc.'

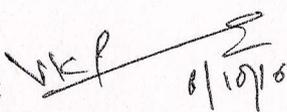
Resolution: The matter was discussed in the meeting and the committee approved the repair of the work station amounting to INR 20000/- (excluding taxes) from the Centre budget head 'Running, Repair and Maintenance of equipments etc' as proposed.


Dr. Yogalakshmi K N
Assistant Professor
Convenor


Dr. Sunil Mittal
Assistant Professor


Dr. Dhanya M S
Assistant Professor


Dr. Puneeta Pandey
Assistant Professor


Prof. V K Garg
CoC, EVST and Dean SEES

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2. Dean Academic Affairs
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4. Faculty members of EVST
5. IQAC

CENTRE FOR ENVIRONMENTAL SCIENCES AND TECHNOLOGY

Ref. No. CWB/EST/16/08/551

Date: 04.11.2016

Subject: Proceedings of the 12th academic and administrative committee meeting held on 28th October 2016

Minutes of the meeting

A meeting of the faculty of Centre for Environmental Sciences and Technology was held on 28th October 2016 at 3.30 pm in the office of the Centre Coordinator. The following members were present in the meeting:

- i. Prof. V K Garg, Centre Coordinator
- ii. Dr. Sunil Mittal, Assistant Professor
- iii. Dr. Dhanya MS, Assistant Professor
- iv. Dr. Yogalakshmi K N, Assistant Professor
- v. Dr. Puneeta Pandey, Assistant Professor

The agenda discussed and the resolutions taken are as follows:

Agenda 1: Discussion regarding information to be provided for NIRF

Resolution: The matter was discussed in the meeting and it was decided that Dr. Sunil will compile the information and all other faculty will provide the necessary information.

Agenda 2: Review of purchase files

Resolution: The status of the purchase file was reviewed by the committee. Some of the purchases are midway and in some cases sufficient tenders has not been received. So the purchase order needs to be expedited.

Agenda 3: Extension of M.Phil. Students Ms. Upinder and Mr. Rakesh Kumar of Batch 2013-14

Resolution: The matter was discussed in the meeting and the committee unanimously approved the extension (6 months) of M.Phil. students.

Agenda 4: GIS day celebrations

Resolution: The GIS day falls on 18th November 2016. The committee decided to organize a special lecture to commemorate the GIS day. Dr. Puneeta will provide the list of experts for approval from competent authority.

Agenda 5: Purchase of UPS

Resolution: The UPS of the PCs allotted to the faculties are not in working condition. The committee decided to purchase 4 UPS from the EVST centre budget under the head 'small equipment'.

Agenda 6: Purchase of High volume sampler, stack monitoring kit, COD digestion unit, fabrication of bioreactors

Resolution: The committee decided to purchase High volume sampler, stack monitoring kit, COD digestion unit and fabricate bioreactors depending on the availability of funds under the EVST centre budget head 'small equipment'.

Vkp
24/11/16

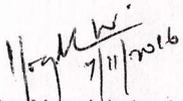
CENTRE FOR ENVIRONMENTAL SCIENCES AND TECHNOLOGY

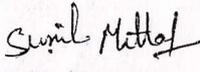
Agenda 7: Feedback of DST FIST presentation

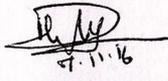
Resolution: CoC gave the feedback of DST FIST presentation to the committee members.

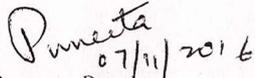
Agenda 8: Requisition for Lab attendant

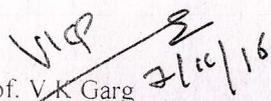
Resolution: The committee decided to initiate a letter requesting a lab attendant for the EVST labs.


Dr. Yogalakshmi K N
Assistant Professor &
Convenor


Dr. Sunil Mittal
Assistant Professor


Dr. Dhanya M S
Assistant Professor

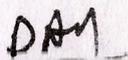

Dr. Puneeta Pandey
Assistant Professor


Prof. V.K Garg
CoC, EVST and Dean SEES

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5. IQAC


9/11/16


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