

CENTRAL UNIVERSITY OF PUNJAB
DEPARTMENT OF FINANCIAL ADMINISTRATION

**Minutes of the Meeting of Academic and Administrative Committee (AAC) held
on 04/05/2018 at 2:00 PM**

Following Members were present in the Meeting:

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|--------------------------------------------------------|-------------|
| 1. Dr. P. K. Mishra, Associate Professor & HoD(Acting) | Chairperson |
| 2. Dr. Dhanraj Sharma, Assistant Professor | Member |
| 3. Dr. Mukesh Babu Gupta, Assistant Professor | Member |

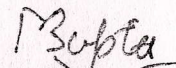
At the outset the Chairperson welcomed all the faculty members of the Dept., and then the house discussed on the following agenda items:

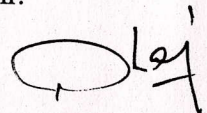
1. Regarding the Curriculum design and development of M.Com for 2018-19 admission batch
2. Regarding the Fixation of Date of BOS Meeting, Dept. of Financial Administration


After a detailed discussion, the meeting resolved as under:

1. It is resolved to finalize the curriculum design and development of M.Com for 2018-19 admission batch in the Meeting of Curriculum Design and Development, and subsequently place it for discussion in the Meeting of Board of Studies.
2. It is resolved to fix the date of BOS Meeting of the Dept. of Financial Administration on or before 15 May 2018.

The meeting adjourned with thanks from the Chair.


(Dr. Mukesh Babu Gupta)
Assistant Professor


(Dr. Dhanraj Sharma)
Assistant Professor


(Dr. Pabitra Kumar Mishra)
Associate Professor & HoD(Acting)

*I & A
for me cond
P.K. Mishra
13/07/18*

CENTRAL UNIVERSITY OF PUNJAB
DEPARTMENT OF FINANCIAL ADMINISTRATION

**Minutes of the Meeting of Academic and Administrative Committee (AAC) held
on 19/07/2018 at 4:00 PM**

Following Members were present in the Meeting:

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|--------------------------------------------------------|-------------|
| 1. Dr. P. K. Mishra, Associate Professor & HoD(Acting) | Chairperson |
| 2. Dr. Dhanraj Sharma, Assistant Professor | Member |
| 3. Dr. Mukesh Babu Gupta, Assistant Professor | Member |

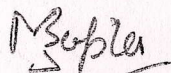
At the outset the Chairperson welcomed all the faculty members of the Dept., and then the house discussed on the following agenda items:

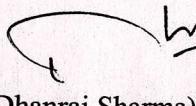
1. Regarding allotment of topics of M.Com Project
2. Regarding organising special lecture in the Dept.

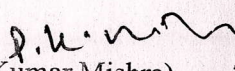
After a detailed discussion, the meeting resolved as under:

1. The chairperson briefed the process of allotment of the topics of 2nd year M.Com project. Dr. Dhanraj Sharma is assigned the responsibility of discussing with the students and assigning each a topic for their project work. It is resolved to assign those topics which require available secondary data, if possible.
2. It is resolved to organise a special lecture in the Dept. by inviting an eminent Professor specialized in any area concerning business and commerce. The budget of the Department may be utilized for this purpose. Dr. Dhanraj Sharma is assigned the responsibility of coordinating such activities of the Dept. in contact with the external expert.

The meeting adjourned with thanks from the Chair.


(Dr. Mukesh Babu Gupta)
Assistant Professor


(Dr. Dhanraj Sharma)
Assistant Professor


(Dr. Pabitra Kumar Mishra)
Associate Professor & HoD(Acting)

CENTRAL UNIVERSITY OF PUNJAB
DEPARTMENT OF FINANCIAL ADMINISTRATION

**Minutes of the Meeting of Academic and Administrative Committee (AAC) held
on 10/08/2018 at 2:00 PM**

Following Members were present in the Meeting:

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|--------------------------------------------------------|-------------|
| 1. Dr. P. K. Mishra, Associate Professor & HoD(Acting) | Chairperson |
| 2. Dr. Dhanraj Sharma, Assistant Professor | Member |
| 3. Dr. Mukesh Babu Gupta, Assistant Professor | Member |

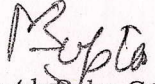
At the outset the Chairperson welcomed all the faculty members of the Dept., and then the house discussed on the following agenda items:

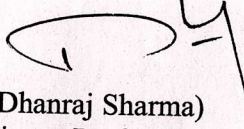
1. Regarding allotment of topics under Academic Activity/Seminar
2. Regarding systematic record keeping of the Dept.

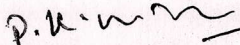
After a detailed discussion, the meeting resolved as under:

1. The chairperson briefed the process of allotment of the topics of seminar to 1st year M.Com students. Dr. Dhanraj Sharma is assigned the responsibility of discussing with the students and assigning each a topic for their seminar.
2. It is resolved to keep all records relevant to the Dept. in systematic order. It is resolved to create different files, namely, lists of students (batch wise), student attendance, internal & final results, records of student seminar, student internship, student project, other student activities and achievements including curricular and Co-curricular. Dr. Dhanraj Sharma is assigned the responsibility of coordinating such process.

The meeting adjourned with thanks from the Chair.


(Dr. Mukesh Babu Gupta)
Assistant Professor


(Dr. Dhanraj Sharma)
Assistant Professor


(Dr. Pabitra Kumar Mishra)
Associate Professor & HoD(Acting)