

Department of Geography and Geology
Central University of Punjab, Bathinda

Subject: Minutes of the 20th Academic & Administration Committee (AAC) meeting held on 18th May, 2018

Various matters of the Department (listed below) were discussed in the AAC meeting with the attendees: Prof. V. K. Garg, Dr. Kiran K. Singh, Dr. Jitendra Kumar Pattanaik, Dr. L. T. S. Guite and Dr. K. Milankumar Sharma.

- 1. Requirement of furniture's in new campus:** The committee discussed the requirement of furniture at teaching classes, teaching laboratory and research laboratory of Department of Geography and Geology at the New Campus. The detailed requirement of the furniture is attached in annexure-I.
- 2. Classroom Space in New Campus:** Teaching classroom space for the Department of Geography and Geology could not find in the lay out plan of New Campus given by the Engineering section. The Committee discussed to inform the Engineering section to clearly mention the space for Teaching Classes.
- 3. Requirement of Fume Hoods at Department of Geography and Geology:** The committee discussed the requirement of three fume hoods (One non-metallic fume hood at Geology Teaching Lab + One non-metallic fume hood at Dr. J.K. Pattanaik's Lab. + One normal fume hood at Dr. K. Milankumar Sharma's lab) at the Department of Geography and Geology in the new campus.
- 4. Space for Rock Cutting and Grinding:** The committee discussed the requirement of separate space for rock cutting and grinding in new campus preferably at ground floor. The Department may request for providing the rock cutting and grinding space to the competent authority.
- 5. Correction required in the Lab Lay Out Plan:** As per the plan provided by the Engineering section, Dr. JK Pattanaik's Lab is indicated as Animal Science Lab. The committee decided to ask for the necessary correction in the nomenclature of Dr. Pattanaik's lab.
- 6. Requirement of Guest/contractual faculty in the Department:** The committee discussed the requirement of the Guest/Contractual faculties at the Department taking into consideration of the workload at the faculties for running the M.Sc. /M.A. Geography, M.Sc. Geology and Ph.D. in Geography and Geology courses in the next semester. The Department will request to the higher authority for re-employment of the current contractual faculties in the next academic session which will be started from 15th July, 2018.

[Signature]
Dr. K. Milankumar Sharma
Asst. Prof.
(Convener AAC)

[Signature]
Dr. L. T. S. Guite
Asst. Prof.
(AAC Member)

[Signature]
Dr. Jitendra K. Pattanaik
Asst. Prof.
(AAC Member)

[Signature]
Dr. Kiran K. Singh
Asst. Prof. & Officiating
HOD & AAC Member

Prof. V.K. Garg
Dean of School
(Chairperson AAC)

VIP
18/5/18
(1) Please make plan of Labs & office for other ~~vacant~~ vacant posts also.

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Office and Lab furnitures for three vacant positions (2- Associate Professor and -01 Professor) are separately attached in Annexure-II.

VIP
18/5/18

[Signatures]

Seen P Rao
17/5/18

[Signature]
2017
17.7.18

Department of Geography and Geology
Central University of Punjab, Bathinda

Subject: Minutes of the 21st Academic & Administration Committee (AAC) meeting held on 14th September, 2018

Various matters of the Department (listed below) were discussed in the AAC meeting with the attendees: Prof. V. K. Garg, Dr. Kiran K. Singh, Dr. Jitendra Kumar Pattanaik, Dr. L. T. S. Guite and Dr. K. Milankumar Sharma.

1. **Utilization of Centre Budget:** The committee discussed for the utilization of centre budget sanctioned at the Department of Geography and Geology for the financial year 2018-2019. The following equipments are discussed to be purchased from the Centre budget: 5 Desktop computers, Aerial photographs, LAS multifocus software, Spectrophotometer, Flame Photometer, Refrigerator 300 l, Pore Pressure Apparatus, Permeability Apparatus, Liquid Limit Device (Motorized), Plastic limit, Shrinkage limit, Surcharge Base Plate, Compaction Test Apparatus for light compaction, 1 external hard drive etc. Beside these, ten computer mouse, 2 VGA/HDMI cable, 2 key board, 10 UPS, 2 exhaust fans, 1 office fan, repairing of existing UPS, replacement of hard drive of one computer desktop etc. may also be purchased from the budget of maintenance head.
2. **Utilisation of Library:** The committee decided to divide the Library budget of Rs. 2 lakhs equally into 1 lakh each for purchasing the books related to Geography and Geology. Dr. Sasang Guite and Dr. J.K. Pattanaik will prepare the lists of books to be purchased for Geography and Geology respectively.
3. **Geological and Geographical Field work:** As field work is a part of the curriculum for both M.Sc. Geology (Second and Fourth Semester) and MA/M.Sc. Geography (Third Semester) programs, a separate budget for field work may be requested for the 2018-19 financial year. Importance of field work in Geology and Geography and purpose budget for field work was also discussed in the previous BOS minutes. Dr. LTS Guite and Dr. Savita Ahlawat will process for technical and financial approval to conduct geological field work at and around Chandigarh, Siswa and Pinjore areas. Dr. JK Pattanaik/ Dr. K. Milankumar Sharma will process for technical and financial approval to conduct geological field work at and around a) Kasauli, Subathu, Dharampur, Shimla, Saketi, Pinjore, Nadah Shahib area or b) Jaisalmer area.
4. **Repairing of plotter:** The committee discussed to repair the non-functional plotter issued to the Department Geography and Geology. It was also discussed to request for additional budget from the Competent Authority after checking the status and requirements of spare parts/consumable of the plotter through the consultation of service engineer.
5. **Field equipments, hand specimen, polished sections and models:** The Committee decided to request for additional budget for purchasing the field equipment's, hand specimens, polished sections, lab kits and models (crystal and structure); and processes the existing purchase file.
6. **GIS software:** Prof. V. K. Garg, Chairperson of AAC informed that M.Sc./M.A Geography and M.Sc. Geology students met him regarding GIS software. Students told that they are facing the difficulties due to lack of GIS software and requested him to purchase Arc GIS software. It was explained by the faculty members that the students As GIS software is a basic and an important part of M.A./M.Sc/Ph.D. Geography, Geology syllabus for theory, practical and also for research work of the faculties, the committee decided to request for addition budget to the Competent Authority for

V.K. Garg

J.K. Pattanaik

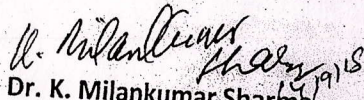
L.T.S. Guite

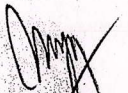
K. Milankumar Sharma

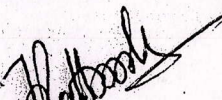
**Department of Geography and Geology
Central University of Punjab, Bathinda**

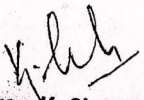
purchasing GIS software with 5 licenses users. Dr. Kiran K Singh will process for technical and financial approval for purchasing of the GIS software to the Competent Authority.

7. Requirement of Guest/contractual faculty in the Department: The committee discussed the requirement of the regular faculties at the Department taking into consideration of the workload at the faculties for running the M.Sc. /M.A. Geography, M.Sc. Geology and Ph.D. in Geography and Geology courses in the next semester. The vacant post of 2 Associate Professor and one Professor may kindly be filled up.


Dr. K. Milankumar Sharma
Asst. Prof.
(Convener AAC)


Dr. L. T. S. Guite
Asst. Prof.
(AAC Member)


Dr. Jitendra K. Pattanaik
Asst. Prof.
(AAC Member)

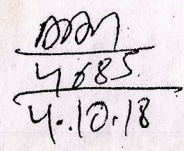

Dr. Kiran K. Singh
Asst. Prof. & Officiating
HOD & AAC Member

Prof. V.K. Garg
Dean of School
(Chairperson AAC)

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**Department of Geography and Geology
Central University of Punjab, Bathinda**

Subject: Minutes of the 22nd Academic & Administration Committee (AAC) meeting held on 9th November, 2018

Various matters of the Department (listed below) were discussed in the AAC meeting with the attendees: Prof. V. K. Garg, Dr. Kiran K. Singh, Dr. Jitendra Kumar Pattanaik, Dr. L. T. S. Guite and Dr. K. Milankumar Sharma.

- 1. Equivalent certificate of M.Sc. Earth and Geological Science with M.Sc. Geology:** The committee discussed that Dr. Jitendra Kumar Pattanaik will prepare report on the equivalency of syllabus of M.Sc. Earth and Geological Science offered by the Department during 2015-2017 session with those of the syllabus of M.Sc. Geology offered by other Central Universities in India. The report will be forwarded to the Equivalence Committee of the University for kind consideration.
- 2. Purchase of instruments:** The committee decided to purchase the following instruments from centre budget Centrifuge machine. Dr. K. Milankumar Sharma and Dr. J.K. Pattanaik will process the file for purchasing the items.
- 3. Curriculum Development Committee (CDC) Meeting:** The committee decided to conduct CDC meeting of the Department. Dr. JK Pattanaik, Convener of the CDC, will organized the meeting very soon.

K. Milankumar Sharma
 Dr. K. Milankumar Sharma
 Asst. Prof.
 (Convener AAC)

L. T. S. Guite
 Dr. L. T. S. Guite
 Asst. Prof.
 (AAC Member)

J. K. Pattanaik
 Dr. Jitendra K. Pattanaik
 Asst. Prof.
 (AAC Member)

K. Kiran K. Singh
 Dr. Kiran K. Singh
 Asst. Prof. & Officiating
 HOD & AAC Member

V.P. Garg
 Prof. V.K. Garg
 Dean of School
 (Chairperson AAC)

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Department of Geography and Geology
Central University of Punjab, Bathinda

Subject: Minutes of the 24th Academic & Administration Committee (AAC) meeting held on 13th
December, 2018

Various matters of the Department (listed below) were discussed in the AAC meeting with the attendees: Prof. V. K. Garg, Dr. Kiran K. Singh, Dr. Jitendra Kumar Pattanaik, Dr. L. T. S. Guite and Dr. K. Milankumar Sharma.

- 1. Re-employment/ continuation of Guest faculty:** Taking into consideration of the workloads at the regular faculties of the department, the committee discussed the requirement of atleast two guest/contractual faculties at the Department of Geography and Geology. Hence, Dr. K.K. Singh will request to the Competent Authority for the re-employment of Dr. Savita Ahlawat and Dr. Archana Bohra.
- 2. Request of additional grant for purchasing of books:** The committee decided to request for additional grant to the Competent Authority to purchase the books of Geography and Geology which are listed in the second priority which have already been submitted to the Library. Dr. K. K Singh and Dr. J.K. Pattanaik will process the file.
- 3. Project work/ Summer/winter/ training of students:** The committee decided that the project works/summer / winter training outside the University will be allowed only at the vacation period.

K. Milankumar Sharma
Dr. K. Milankumar Sharma
Asst. Prof.
(Convener AAC)

L. T. S. Guite
Dr. L. T. S. Guite
Asst. Prof.
(AAC Member)

Jitendra K. Pattanaik
Dr. Jitendra K. Pattanaik
Asst. Prof.
(AAC Member)

Kiran K. Singh
Dr. Kiran K. Singh
Asst. Prof. & Officiating
HOD & AAC Member

V.K. Garg
Prof. V.K. Garg
Dean of School
(Chairperson AAC)

DAA

Seen

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**Department of Geography and Geology
Central University of Punjab, Bathinda**

Subject: Minutes of the 23rd Academic & Administration Committee (AAC) meeting held on 30th November, 2018

The Academic and Administrative Committee (AAC) of the Department of Geography and Geology discussed for the utilization of the Non-recurring budget of Rs. 81 Lakh sanctioned on this department by the University with the attendees: Prof. V. K. Garg, Dr. Kiran K. Singh, Dr. Jitendra Kumar Pattanaik, Dr. L. T. S. Guite and Dr. K. Milankumar Sharma.

- 1. Purchase of equipments/items for all Running files:** The committee discussed that the Purchased Files of the department in running for which the budgets were booked in previous years' will be processed from this year non- recurring budget sanctioned at this department. Thus, the Running Files of the Equipments including Water Purification system, Balance, Muffle Furnace, Laminar flow, Acid distillation, etc. will be processed by Dr. Jitendra Kumar Pattanaik.
- 2. Purchase of new equipments, softwares for Geography:** The committee discussed that new equipment GPS (3 nos.) GIS software, Total station (1 no.) will be purchased from the Non-recurring budget of Rs. 81 Lakh and computer (5 more) from the recurring budgets of the Department. Dr. Kiran K Singh and Dr. LTS Guite will process the concern files for purchasing the items.
- 3. Purchase of new equipments, softwares for Geology:** The committee decided to purchase the following new equipments including Centrifuge Machine, Sieve shaker, Leica analysis Softwares, and Leica Multifocus softwares, software for geochemical analysis, Microslice thin cutting instrument (Bruhler Isomet 1000), etc. Dr. K. Milankumar Sharma and Dr. J.K. Pattanaik will process the file for purchasing the items.

K. Milankumar Sharma
Dr. K. Milankumar Sharma
 Asst. Prof.
 (Convener AAC)

L. T. S. Guite
Dr. L. T. S. Guite
 Asst. Prof.
 (AAC Member)

J. K. Pattanaik
Dr. Jitendra K. Pattanaik
 Asst. Prof.
 (AAC Member)

K. K. Singh
Dr. Kiran K. Singh
 Asst. Prof. & Officiating
 HOD & AAC Member

Prof. V.K. Garg
 Dean of School
 (Chairperson AAC)

VP
3/12/18

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Seen Information received
3/12

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