

Department of Library and Information Science
Central University of Punjab, Bathinda

Minutes of AAC Meeting held on 04/10/2019

A first meetings of Academic and Administrative Committee (AAC) of Department of Library and Information Science was held on 28/10/2019 for the months of September and October at 10.30 am in the office of the HOD. The following members were present in the meeting.

1. Prof. S. K. Bawa. HOD LIS
2. Ms. Jyoti Devi, Guest Faculty LIS
3. Mr. Satwinder Singh, Guest Faculty LIS
4. Dr. Bhupinder Singh, Assistant Librarian, Special Invitee

Item No.	Description
Agenda 04/10/2019/01	<p>Performance of the Students RESOLVE</p> <p>As reported by the faculty of the department the academic performance of the students and coverage of the syllabus is up to the mark and it was recommended that the attendance of the students should be displayed on the LIS notice board on 01st of the every month.</p>
Agenda 04/10/2019/02	<p>Time Table of the Department RESOLVE</p> <p>The teaching load of the department is as given below: Ms. Jyoti Devi: 11 hours Mr. Satwinder Singh: 12 hours</p> <p>It was decided that the in practical paper LIS 509, the topic on Creation of Database will be taught by Assistant Librarian/Deputy Librarian. After a brief discussion, it was also recommended that the Adjunct Professor may be invited in first week of November 2019 for one week. The detail of the lectures for Adjunct Professor may be prepared by Both faculty members.</p>
Agenda 04/10/2019/02	<p>Activities of the Department RESOLVE</p> <p>After the brief discussion, the committee members recommended that 1st expert lecture of 2019 in the department will be organized in the last week of October 2019.</p>

S. K. Bawa
Prof. S. K. Bawa

Jyoti Devi
Ms. Jyoti Devi

Satwinder Singh
Mr. Satwinder Singh

Bhupinder Singh
Dr. Bhupinder Singh

Seen
— DAA *Praveen*

DAA-2157
4/10/19