

Department of Environment Science and Technology
Central University of Punjab, Bathinda

Date: 26.01.2021

Subject: Minutes of the Academic & Administration Committee (AAC) meeting held on 22/01/2021

The Academic & Administration Committee (AAC) meeting was held on 22nd January 2021 at 11.30 am in the office of the HOD of the department. All the faculty members of the department attended the meeting.

The agenda and resolutions of the AAC meetings is as follows.

Agenda 1: Expenditure on funds allocated for consumables

Resolution: The faculty members were advised to utilize the money by the end of February 2021 to avoid last minute hazel.

Agenda 2: Progress regarding PG diploma course in Remote sensing.

Resolution: The committee discussed the progress of PG diploma course in Remote sensing and advised to speed up the process.

Agenda 3: Progress in preparation of M.Tech. programme in Environmental Science and Technology

Resolution: The course structure has been discussed for the M.Tech. programme. Further the syllabus will be prepared by the appointed members and approved by board of studies.

Agenda 4: Submission of Semester III results

Resolution: The faculty were advised to compile the results of third semester students so that the same can be submitted before the deadline.

Agenda 5: Allotment of EVST laboratories

Resolutions: It was resolved to allot the laboratories of the department to different faculty. The allotment is as follows.

S. No.	Name of the faculty	Lab no.
1	Prof. VK Garg	506
2	Dr. Sunil Mittal	508
3	Dr. Yogalakshmi K N	509
4	Dr. Dhanya MS	512
5	Dr. Puneeta Pandey	510
6	Dr. PK Sahoo	511
7	Dr. Ajay	319
8	Teaching lab	507

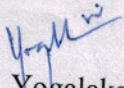
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Central University of Punjab, Bathinda**

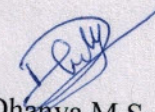
Agenda 6: Rescheduling Ph.D. Course work End semester examination

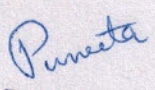
Resolutions: Since a Ph.D. student could not reach the Central University of Punjab in view of the pandemic situation, the committee unanimously decided to postpone the exam and reschedule it after 8th February 2021.

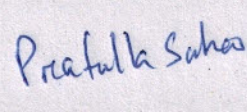
Agenda 7: Details regarding percentage of changes/updation made in the Curriculum since 2016

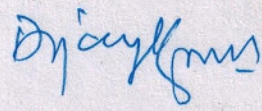
Resolutions: The details regarding percentage of changes/updation made in the Curriculum since 2016 was requested for NAAC report preparation. The same was discussed and allotted to Dr. Dhanya MS and Dr. Yogalakshmi K N for necessary action.

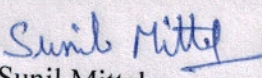

Dr. Yogalakshmi KN
Convener, AAC


Dr. Dhanya MS


Dr. Puneeta Pandey


Dr. Prafulla Sahoo


Dr. Ajay Kumar


Dr. Sunil Mittal

HOD and Assoc. Dean of School

DAA

Copy to:

VC Office for information

DAA office

IQAC office

Dean of the School

All faculty of EVST

seen
WRK
11/2/21

Dj A-2400
10/2/21

**Department of Environment Science and Technology
Central University of Punjab, Bathinda**

Date: 07.05.2021

Subject: Minutes of the Academic & Administration Committee (AAC) meeting held on 07.05.2021.

The Academic & Administration Committee (AAC) meeting was held on 7th May, 2021 at 10.30 am using google meet/online mode (<https://meet.google.com/rdv-eikz-rwu>). All the faculty members of the department attended the meeting. Dr. Puneeta Pandey and Dr. Ajay Kumar were directed to prepare the minutes of the meeting by the Chairman, AAC.

The agenda and resolutions of the AAC meeting are as follows.:

Agenda 1: Distribution of University funds Rs. 5,00,000 for consumables.

Resolution: The total University fund of Rs. 5,00,000 was equally distributed among all the faculty members, and some amount was allocated to the common teaching laboratory and departmental activities.

- i) Rs. 60000 to each faculty ($60000 \times 7 = \text{Rs. } 420000$).
- ii) Rs. 60000 to common teaching laboratory
- iii) Rs. 20000 to Departmental activities i.e. Ph.D. Viva-voce, Invited Lectures etc.

Agenda 2: Transfer of equipment and chemicals to the common teaching laboratory.

Resolution: All faculty agreed unanimously to transfer the equipments and extra chemicals from their individual research laboratories to the common laboratory for common use.

Agenda 3: Syllabus and curriculum design as per the latest university guidelines.

Resolution: The latest syllabus format, evaluation pattern for theory, practical, DEC, Entrepreneurship, and project was discussed and it was decided to complete the same by 09.05.2021. Dr. Dhanya M.S. and Dr. Puneeta Pandey were directed to add activities to each unit of the syllabus.

Agenda 4: Progress of Syllabus of M.Sc. 4th Sem.

Resolution: The syllabus completion progress of M.Sc. 4th Sem was discussed and the committee was satisfied with the progress.

Agenda 5: Ph.D. candidates' distribution among faculty.

Resolution: The rules for Ph.D. candidates' distribution among faculty were discussed. All the faculty agreed unanimously and approved the following rules for Ph.D. supervisor allocation:

- i) Each faculty will provide their number of vacant seats or the seats offered for the Ph.D. admission for each session of admission.
- ii) At the time of the interview, the students will be informed about the available supervisors so that they can go through research areas.

- iii) After admission, each student has to give his/her choice in the order of preference 1, 2, 3..... of the available supervisors.
- iv) The criteria of allocation of the supervisor will be based on their merit in the admission.
- v) If merit in the admission is the same and 2 or more students have given preference for the same supervisor, then the choice of the supervisor will prevail.
- vi) The faculty who has not offered Ph.D. seats in a particular session may not be normally considered for allotment. However, in exceptional circumstances, if a supervisor is agreed to leave his seat, and the other one is ready to offer a seat, then this may be considered.
- vii) In case of less number of admission than the offered seats, efforts should be made to give at least one student to faculty who do not have any Ph.D. student.

The meeting ended with a Vote of Thanks by HoD to all the faculty members.

Prof. V. K. Garg

Dr. Yogalakshmi K. N.

Dr. Dhanya M. S.

Dr. Puneeta Pandey

Dr. Prafulla K. Sahoo

Dr. Ajay Kumar

Dr. Sunil Mittal

HoD/ Dean SEES

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Department of Environment Science and Technology
Central University of Punjab, Bathinda

Date: 26.11.2021

Subject: Minutes of the Academic & Administration Committee (AAC) meeting held on 26/11/2021

The Academic & Administration Committee (AAC) meeting was held on 26th November 2021 at 12.30 pm in the office of the HOD. All the faculty members of the department attended the meeting.

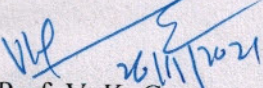
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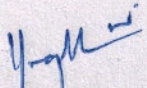
Agenda 1: To submit budget request for the department


Resolutions: The matter was discussed among the faculty members and the committee unanimously resolved to request the competent authority to sanction around INR 5,00,000/- for purchase of consumables and INR 2,00,000/- for purchase of non-consumables.

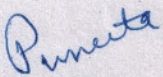
Agenda 2: Status of completion of syllabus for the third semester students


Resolution: The status of completion of the syllabus for the third semester students was discussed. The HOD of the department advised the faculty to complete the syllabus by the last week of December 2021.

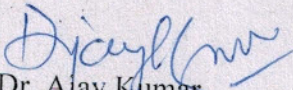

Prof. V. K. Garg

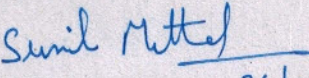

Dr. Ycgalakshmi KN
Convener, AAC


Dr. Dhanya M S


Dr. Puneeta Pandey


Dr. Prafulla Sahoo


Dr. Ajay Kumar


Dr. Sunil Mittal 26/11/2021

HOD and Dean of School

DIA

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