

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

**Minutes of the Academic & Administration Committee (AAC) meeting held on 03/08/2021
at the office of HOD, Geology, CUPB**

A departmental AAC meeting concerning the preparation of time table, teaching load, guest/contractual faculty requirement etc., for the odd semesters of academic session 2021-22 (July – December) was held with the attendees of Dr. J.K. Pattanaik, HOD, Dr. K.K. Singh and Dr. K. M. Sharma at the office of HOD, Geology. The following is the list of subject matters that put forth for discussion and recommendation:

1. The timetable for odd semesters (1st & 3rd) were finalized and prepared for the academic session 2021-22. A copy of the timetable is attached.
2. The teaching loads of the faculties were calculated and assigned accordingly to the faculties. A copy of teaching load is attached
3. As per the teaching loads of the faculties, the members requested to recruit one guest/contractual faculty in the department for the academic session 2021-22 (July-December) as per the university guidelines and norms.
4. The members welcomed and encourage to accept consultancy work in the department from other stakeholders as per the university guidelines.

The meeting ended with vote of thanks to and from the chair.

K. Milankumar Sharma
Dr. K. Milankumar Sharma
Assistant Professor
AAC Member

J.K. Singh
03.08.21
Dr. K. K. Singh
Associate Professor
(Convener, AAC)

J.K. Pattanaik
03/8/2021
Dr. J.K. Pattanaik
Associate Professor
HOD and AAC Member

Sudhakar
3/8/21
Dean: