

Department of Geology
Central University of Punjab, Bathinda

Subject: Minutes of the Academic & Administration Committee (AAC) meeting held on 08/09/2022, Thursday

Various matters of the Department (listed below) were discussed in the AAC meeting with the attendees of Dr. J.K. Pattanaik, HOD, Dr. Ksh. Krishnakanta Singh, Dr. R. Mukherjee, Dr. V. Pathak and Dr. S. Tewari was held on 08/09/2022, Thursday, 11 AM at the office of the Head of the department. The following subject matters were discussed and put forth for its recommendation:

1. **Preparation of Timetable:** The committee discussed and prepared timetable for M.Sc. 3rd & 1st semester and distributed the teaching load as per the curriculum. Dr. Rahul Mukherjee agreed to finalize the timetable. Final timetable may be submitted to the DIA office on 12th September 2022.
2. **Academic calendar:** The committee discussed about the preparation of academic calendar for the coming semester. Dr. Suparna Tewari agreed to finalize the academic calendar.
3. **Observation of Different days:** The committee discussed about the various important days to be observed in the coming semester. Dr. Vamdev Pathak agreed to prepare the list of days and to initiate the preparation.
4. **Preparation for the Field training:** Field training is a credited course for the M.Sc. 3rd semester; therefore, the members unanimously resolved that GSI training institutes might be contacted for facilitating few days of field training. In this regards, Dr. Rahul Mukherjee and Dr. Vamdev Pathak agreed to take initiative.
5. **Preparation of annual report:** The members unanimously resolved that everyone will send their input for preparation of the report at earliest.

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

S. Tewari
08.09.2022

Dr. S. Tewari
Asst. Prof. &
AAC Member

V. Pathak
08/09/2022

Dr. V. Pathak
Asst. Prof. &
AAC Member

R. Mukherjee
08.09.22

Dr. R. Mukherjee
Asst. Prof. &
AAC Member

K. Singh
08.09.22

Dr. Ksh.
Krishnakanta Singh
Asso. Prof.
(Convener, AAC)

J.K. Pattanaik
08/09/2022

Dr. J.K. Pattanaik
Asso. Prof., & HOD

Deom
Sunid Mittal