

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

**Subject: Minutes of the Academic and Administrative Committee**

A meeting of the Academic and Administrative committee of the Department of English was held on 01 August 2022. The following members were present in the meeting:

1. Dr Alpna Saini, Professor
2. Dr Shahila Zafar, Associate Professor, HoD and Chairperson, AAC
3. Dr Vipin Pal Singh, Associate Professor, Convenor AAC
4. Dr Dinesh Babu, Assistant Professor
5. Dr Prithvi Raj, Assistant Professor

The following items were discussed in the meeting:

**Item no. 01: Student and faculty nominations for AKAM-EBSB scheme:** Faculty unanimously suggested the names of three students for participation in these events. These students are Meera Rajendran, Rishabh Malik, Anjul, Anusha Hegde and Don Joseph. AAC approved the same.


**Item no. 2: Allocation of supervisors for Semester III:** The AAC agreed to follow the procedure used in the previous years for the allocation of supervisors. Prof. Alpna Saini proposed to prepare a research template on Google Sheets, which will be followed by all the research scholars and students. AAC approved the same.


**Item no. 3: Drafting of timeline/schedule for MA semester IIIrd and IVth research work:** Dr Dinesh Babu suggested that he will frame guidelines for the same. AAC approved the same.


**Item no. 4: Student proposal to start a Book Club:** The names of the following students proposed to organize the book club at the Departmental level: Suraj Soni, PhD scholar, Rishabh Malik, MA student. AAC approved the same.

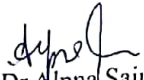
**Item no. 5: Readiness status for NAAC peer visit:** The AAC discussed in detail the level of preparedness and a few suggestions were given. AAC approved the same.


**Item no. 6: Any other item(s):** Dr Prithvi Raj suggested that a literary festival should be organized in the month of October. Dr. Prithvi Raj will give a proposal in the first week of September. AAC approved the same.

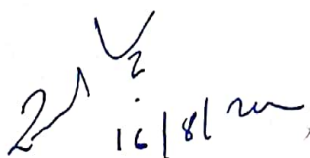
  
Dr. Prithvi Raj  
Assistant Professor

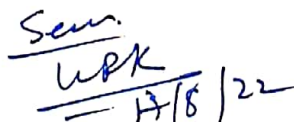
  
Dr. Dinesh Babu P.  
Assistant Professor

  
Dr. Vipin Pal Singh  
Associate Professor

  
Dr Alpna Saini  
Professor

  
Dr Shahila Zafar  
Associate Prof. and HoD

  
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Saini  
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