

**Department of English  
Central University of Punjab**

**Minutes of the Academic and Administrative Committee Meeting**

A meeting of the Academic and Administrative Committee of the Department of English was held on **December 13, 2022**. The following members were present in the meeting:

Dr Shahila Zafar, Associate Professor, HoD and Chairperson, AAC  
Dr Alpna Saini, Professor  
Dr Vipin Pal Singh, Associate Professor, Convenor AAC  
Dr Dinesh Babu, Assistant Professor  
Dr Prithvi Raj, Assistant Professor  
Dr RohitashvYadav, Assistant Professor

**The following items were discussed in the meeting:**

**Item 01: Discussion for the release of the departmental magazine The Ornate Circle:** Faculty members discussed the changes required in the departmental magazine the Ornate Circle. It was suggested that inputs should be given by the faculty by evening. It was also decided that from the next issue the entries may be invited from the alumni too. AAC **unanimously approved the same.**

**Item 02: Literary Festival on Harry Potter:** PhD scholar SurajSoni gave detailed information of the preparations for the forthcoming literary festival on Harry Potter. Faculty members were assigned duties to supervise the preparations for the festival. **All members of AAC unanimously approved the same.**

**Item 03: Expert Lecture by Dr. Girish Pawar:** It was decided that Dr. Girish Pawar, Assistant Professor, University of Hyderabad be invited to deliver a lecture on during the literary festival. AAC **approved the same.**

**Item 04: Teaching by students of the Department at the University College Ghudda:** Dr Prithvi Raj informed that during the recent visit of the teachers and students of the University College Ghudda it was requested by them that students of our university may deliver lectures for them on the weekends. Faculty unanimously suggested that an MoU may be signed for this purpose. AAC **approved the same.**

**Item 05: Classroom and space for department office:** Faculty members raised the issue of sharing classroom with another department and expressed concern regarding non availability of reading and discussion space for students and scholars. Thus, it was requested that

1. One classroom on non sharing basis be provided, in addition to room number 116.
2. One room for JRF holder PhD research scholars be provided, who as per UGC norms are entitled to space for research.
3. Office space for the expanding department and its office related requirements be provided

AAC approved the same.

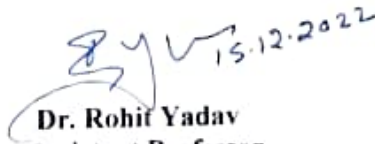
**Item 06: Accommodation for students in the University hostels:** Faculty members raised the issue that the students of the Dept. of English should be provided sufficient accommodation in the University hostels. AAC approved the same.



**Dr Prithvi Raj**  
Assistant Professor



**Dr. Dinesh Babu P.**  
Assistant Professor



**Dr. Rohit Yadav**  
Assistant Professor




**Dr. Alpna Saini**  
Professor



**Dr. Vipin Pal Singh**  
Associate Professor



**Dr. Shabilla Zafar**  
Associate Professor & Head

For Dean  15/12/2022  
