

Department of Microbiology

Proceedings of Academic and Administrative Committee of Department of Microbiology
(March 02nd 2023 at 2:30 PM)

A meeting of Academic and Administrative Committee (AAC) of the Department of Microbiology was held in IQAC committee room with the following faculty members:

1. Dr Somesh Baranwal, Head of the Department, Chairperson
2. Prof Monisha Dhiman, Professor, Member
3. Dr Mukesh Yadav, Associate Professor, Member
4. Dr Pramod Kushawaha, Assistant Professor, Member
5. Dr Amit Singh, Assistant Professor, Convener

The following agenda items were discussed:

1. Co-opting Dr. Mukesh Yadav and Dr. Amit Singh for BOS
2. Conducting the ESE and practical exam for 1st semester
3. Preparing the Time table for 2nd semester
4. Selecting in-charge microbial facility and SOP approval
5. MOOC courses for 2nd semester
6. Organizing World TB day
7. Scheduling the lecture series by invited speakers
8. Discussion for research internship in the department
9. Request for lab space for Dr. Mukesh and Dr Amit
10. Transfer of Dr Mukesh's PhD student (Ruth Zomuansangi) from Mizoram University to CUPB

The members discussed and unanimously resolved:

Item No. 1. To co-opt Dr. Mukesh Kumar Yadav and Dr. Amit Singh as members of BoS, the letter will be submitted through proper channel.

Item No. 2. Dr. Mukesh will prepare the date-sheet for ESE and practical exam for first semester students.

Item No. 3. Dr. Amit will prepare the timetable for the Second semester.

Item No. 4. Dr. Amit is nominated as In-charge of Common Microbial Facility.

Item No. 5. Dr. Mukesh is nominated as coordinator for MOOC courses. MOOC courses will be implemented as per the university guidelines for second semester students.

Item No. 6. The department will organise 'World TB Day' on 24th March, 2023 and necessary arrangements, schedules of lecture and events will be made by all the faculty member of departments.

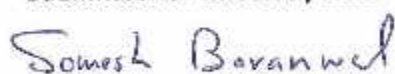
Item No. 7. Department will start the lecture series and inviting the faculty for lectures.

Item No. 8. For research internship, Dr. Somesh, Dr. Mukesh, Dr. Amit and Dr. Pramod will take students (N=06) under this scheme and same will be submitted to R & D Cell for further action.

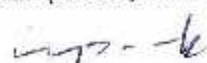
Item No. 9. The department will continue to pursue lab space for newly joined faculty members, Dr. Mukesh and Dr. Amit, and raise the issue with authorities.

Item No. 10 The department forward the matter to concern authorities for the transfer of Dr. Mukesh's PhD student (Ruth Zomuansangi) from Mizoram University to CUPB.

Submitted for necessary action



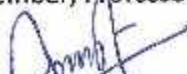
Dr Somesh Baranwal
Chairperson, HoD



Dr Pramod Kushawaha
Member, Assistant Professor



Prof Monisha Dhiman
Member, Professor



Dr Amit Singh
Convener, Assistant Professor



Dr Mukesh Kumar Yadav
Member, Associate Professor

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IQAC Office

Department of Microbiology

Proceedings of Academic and Administrative Committee of Department of Microbiology

(April 17th 2023 at 4:00 PM)

A meeting of Academic and Administrative Committee (AAC) of the Department of Microbiology was held in IQAC committee room with the following faculty members:

1. Dr Somesh Baranwal, Head of the Department, Chairperson
2. Prof Monisha Dhiman, Professor, Member
3. Dr Mukesh Yadav, Associate Professor, Member
4. Dr Pramod Kushawaha, Assistant Professor, Member
5. Dr Amit Singh, Assistant Professor, Convener

The following agenda items were discussed:

1. To make the lab no. 6 porta cabin functional.
2. Transfer of microbial facility equipment's to lab no. 7 porta cabin
3. Departmental tissue culture lab
4. PhD admission interview
5. Conducting DST sponsored Karyashala workshop grant
6. Separate budget for equipment repair and maintenance.
7. Request for lab space for Dr. Mukesh and Dr Amit
8. Convener for various task for Microbiology department

The members discussed and unanimously resolved:

Item No. 1. The discussion has been made to make the lab no.6 functional and faculty-in-charge should be designated to look the facility.

Item No. 2. The equipment's of centralized microbial facility will be transferred once the partition work is completed.

Item No. 3. Discussed to proposed some budget to make departmental tissue culture facility functional.

Item No. 4. Discussed about the interview for the PhD student admission.

Item No. 5. For karyashala workshop Prof Monisha will coordinate the meeting once the dates are finalised.

Item No. 6. All the faculty member agreed to keep some separate budget for equipment's maintenance and repair. Roshan will make list of equipment's which need immediate repair and procure quotations for the same.

Item No. 7. The department will continue to pursue lab space for faculty members, Dr. Mukesh and Dr. Amit, and will raise the issue with appropriate authorities.

Item No. 8. Discussed about the convener for various task for microbiology department (sheet enclosed)

Submitted for necessary action

Somesh Baranwal

Dr Somesh Baranwal
Chairperson, HoD

Monisha

Prof. Monisha Dhiman
Member, Professor

Mukesh

Dr Mukesh Kumar Yadav
Member, Associate Professor

pramod

Dr. Pramod Kushawaha
Member, Assistant Professor

Amit

Dr. Amit Singh
Convener, Assistant Professor

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WPK

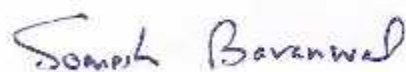
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Date....17/5/23...

Distribution of Department of Microbiology activities

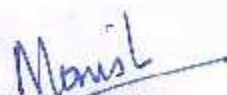
Responsible to submit data, make minutes and move the file for approval	Assigned Faculty
AQAR	Prof Monisha
Research and External audit	Dr. Somesh
Internal audit	Dr. Somesh
Placement related	Dr. Pramod
AAC	Dr. Amit
CDDC	Dr. Pramod
Seminar and Workshop	Dr. Amit
Board of Studies	Dr. Somesh
NIRF and IQAC related	Prof Monisha
Library related	Dr. Amit
Ph.D. six-month progress seminar (two times)	Prof Monisha
Student time-table (MSc and PhD)	Dr. Mukesh
M.Sc. and Ph.D. admission (two times in a year)	Dr. Somesh
Industrial and academic visit (Maximum 2)	Dr. Somesh
Student attendance (Monthly)	Dr. Pramod
Lab number 6 in-charge (Weekly visit)	Dr. Amit
MOOC coordinator (once in year)	Dr. Mukesh
Department development such as Joint grant submission	Dr. Mukesh
Alumni coordinator	Dr. Pramod
Microbiology webpage update coordinator (Faculty will update own webpage once in a year)	Dr. Mukesh
Newsletter and annual report data submission	Prof Monisha
M.Sc. dissertation evaluation	Dr. Pramod



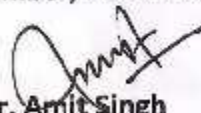
Dr Somesh Baranwal
Chairperson, HoD



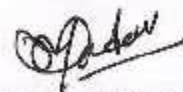
Dr. Pramod Kushawaha
Member, Assistant Professor



Prof. Monisha Dhiman
Member, Professor



Dr. Amit Singh
Convener, Assistant Professor



Dr Mukesh Kumar Yadav
Member, Associate Professor

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IQAC Office

Department of Microbiology

Proceedings of Academic and Administrative Committee of Department of Microbiology
(July 11th 2023 at 04:00 PM)

A meeting of Academic and Administrative Committee (AAC) of the Department of Microbiology was held in IQAC office with the following faculty members:

1. Dr Somesh Baranwal, Head of the Department, Chairperson
2. Prof Monisha Dhiman, Professor, Member
3. Dr Pramod Kushawaha, Assistant Professor, Member
4. Dr Mukesh Kumar Yadav, Associate Professor, Member
5. Dr Amit Singh, Assistant Professor, Convener
6. Dr Nakibapher Jones Shangpliang, Assistant Professor, Co-opted member

The following agenda items were discussed:

1. Co-opting Dr. Nakibapher Jones Shangpliang
2. Screening of PhD Application for eligibility
3. Teaching distribution for PhD course work and M.Sc.
4. Re- allocation of departmental recurring budget
5. Utilization of non-recurring funds for equipment
6. Starting journal club for new academic session

The members discussed and unanimously resolved:

Item No. 1. The department welcomed Dr. Nakibapher and co-opted him as members of AAC & CDDC.

Item No. 2. All the application for Ph.D. admission were screened and as per eligibility guidelines called for interview and written test. All the faculty instructed to submit the question paper (15 MCQ each) for question paper.

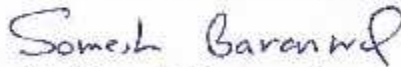
Item No. 3. The teaching distribution for M.Sc. and Ph.D. course work and revised time table will be decided in August, 2023 AAC meeting.

Item No. 4. The recurring budget of 13 lakhs was re-allocated as follows: ₹ 1 lakh (for minor repair, BoS, Seminar, LPG/CO2 cylinder refill, equipment's repair and maintenance); Rs. 1,60,000 for each faculty member for consumables; ₹ 1,20,000 for M.Sc. practical (20k for each faculty); ₹ 1,20,000 for PG labs (80k for common items/reagents and Rs. 40k for glassware/plasticwares, ethanol etc).
This supersedes the previous budget allocation dated 11th May, 2023.

Item No. 5. From non-recurring funds the department decided to procure biosafety A2 level 2 & inverted microscope to start cell culture facility. Remaining funds will be utilized to procure bacterial incubator of PG lab.

Item No. 6. Departmental journal club will be started for new session, Dr. Somesh will circulate the Journal club schedule to the department.

Submitted for necessary action



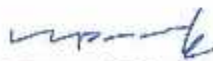
Dr. Somesh Baranwal
Chairperson, HoD



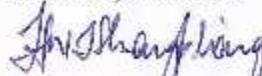
Prof. Monisha Dhiman
Member, Professor



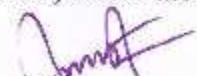
Dr. Mukesh K Yadav
Member, Associate Professor



Dr. Pramod Kushawaha
Member, Asst. Professor



Dr. Nakibapher J Shangpliang
Co-opted member, Asst. Professor



Dr. Amit Singh
Convener, Asst. Professor

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8/11/23

Department of Microbiology

Proceedings of Academic and Administrative Committee of Department of Microbiology
(15th September 2023 at 04:00 PM)

A meeting of Academic and Administrative Committee (AAC) of the Department of Microbiology was held in Room 522 (Academic Block) with the following faculty members:

1. Dr Somesh Baranwal, Head of the Department, Chairperson
2. Prof Monisha Dhiman, Professor, Member
3. Dr Pramod Kushawaha, Assistant Professor, Member
4. Dr Mukesh Kumar Yadav, Associate Professor, Co-opted Member
5. Dr Nakibapher Jones Shangpliang, Assistant Professor, Co-opted member

The following agenda items were discussed:

1. MSc Practical related ordering from recurring head of ₹ 1.2 lakhs (20k for each faculty)
2. Expenditure under recurring and non-recurring money allocated to the department
3. To organize one week SERB- KARYASHALA workshop to the grant awarded to Prof. Monisha Dhiman.

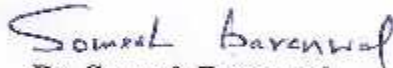
The members discussed and unanimously resolved:

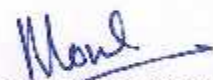
Item No. 1. All faculty member will prepare the list of Chemical and reagents for conducting the First, second and third semester practical for batch 2022 and batch 2023 students

Item No. 2. Dr. Somesh provided the expenditure detail of Non-recurring fund allotted to Microbiology department. He will share detail of Individual faculty member's expenditure so that they can place order in a timely manner.


Item No. 3. Prof Monisha Dhiman will organize a one-week workshop in the first week of December 2023 in which Microbiology faculty members will contribute based on their expertise.

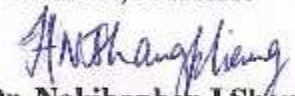
Submitted for necessary action

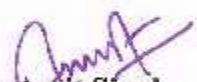

Dr. Somesh Baranwal
Chairperson, HoD


Prof. Monisha Dhiman
Member, Professor


Dr. Mukesh K Yadav
Member, Associate Professor


Dr. Pramod Kushawaha
Member, Assi. Professor


Dr. Nakibapher J Shangpliang
Co-opted member, Asst. Professor


Dr. Amit Singh
Convener, Asst. Professor

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8/11/23

Department of Microbiology

**Proceedings of Academic and Administrative Committee of Department of Microbiology
(20th October, 2023 at 03:30 PM)**

A meeting of Academic and Administrative Committee (AAC) of the Department of Microbiology was held in Room 522 (Academic Block) with the following faculty members:

1. Dr Somesh Baranwal, Head of the Department, Chairperson
2. Prof Monisha Dhiman, Professor, Member
3. Dr Pramod Kushawaha, Assistant Professor, Member
4. Dr Mukesh Kumar Yadav, Associate Professor, Member
5. Dr Nakibapher Jones Shangpliang, Assistant Professor, Co-opted member

The following agenda items were discussed:

1. To conduct MST for first and third semester students in the first week of November, 2023
2. MOOC examination of third semester students
3. To Organize World Antimicrobial Awareness Week event
4. MOU with College of Veterinary Science, Rampura Phul
5. To update Poster of Department of Microbiology faculty member including their research thrust areas
6. To organize students trip to nearby Industry (Microbiology based)
7. To Brainstorm for upcoming DST-FIST grant of Microbiology department
8. Remedial class for first semester students

The members discussed and unanimously resolved:

Item No. 1. Dr. Somesh will prepare the timetable of MST-1 (First and Third semester students) and all faculty member will conduct the examination

Item No. 2. Students will go to external examination centre on October 29th 2023 to participate in MOOC examination

Item No. 3. Department of Microbiology will organize a World Antimicrobial Awareness Week event in the third week of November where activities such as Quizzes, Poster making, Seminar etc. will be conducted.

Item No. 4. Two faculty recently visited the Microbiology department Dr. Somesh will initiate an MOU with College of Veterinary Science, Rampura Phul.

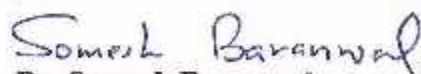
Item No. 5. Dr. Nakibapher J Shangpliang will update poster of Department faculty members including their thrust research areas (which will displayed on Department Notice board)

Item No. 6. Dr. Somesh will get in touch with Microbiology based Industry personal in the nearby areas and organize the visit for first and third semester students during winter.

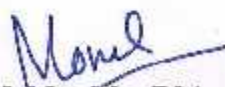
Item No. 7. Department will be eligible for DST-FIST in 2023 so Faculty members will conduct a brainstorming session to finalize their instruments and research proposal.

Item No. 8. Faculty member will conduct the remedial classes of first semester students (to clear doubt if any) on regular basis

Submitted for necessary action



Dr. Somesh Baranwal
Chairperson, HoD



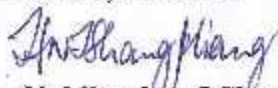
Prof. Monisha Dhiman
Member, Professor



Dr. Mukesh K Yadav
Member, Associate Professor



Dr. Pramod Kushawaha
Member, Asst. Professor



Dr. Nakibapher J Shangpliang
Co-opted member, Asst. Professor



Dr. Amit Singh
Convener, Asst. Professor

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8/11/23

Department of Microbiology

Proceedings of Academic and Administrative Committee of Department of Microbiology
(November 10th 2023 at 12:45 PM)

A meeting of Academic and Administrative Committee (AAC) of the Department of Microbiology was held in IQAC office with the following faculty members:

1. Dr Somesh Baranwal, Head of the Department, Chairperson
2. Prof Monisha Dhiman, Professor, Member
3. Dr Mukesh Kumar Yadav, Associate Professor, Member
4. Dr Nakibapher Jones Shangpliang, Assistant Professor, Member
5. Dr Amit Singh, Assistant Professor, Convener

The following agenda items were discussed:

1. Eligibility criteria for Assistant Professor, Department of Microbiology
2. Organizing a workshop under the SSR policy of SERB in January 2024.
3. Organizing World Antimicrobial Awareness Week, 2023 (WAAW, 2023).
4. Departmental requirement for LPG cylinder, LN₂ and CO₂ refill.
5. BOD in porta lab no 6
6. Distribution of recurring funds among department faculty.
7. Use of common microbial facility in Porta lab no.7

The members discussed and unanimously resolved:

Item No. 1. The eligibility criteria for Assistant Professor Department of Microbiology would be as per the advertisement. From teaching and research perspectives, the department needs faculty with industrial and environmental microbiology expertise.

Item No. 2. Dr. Mukesh will organize a workshop in January 2024 (Under the Scientific Social Responsibility Policy of his DST-SERB grant).

Item No. 3. Department will conduct a WAAW event on November 22, 2023 (documentary and quiz on AMR).

Item No. 4. LPG, LN₂, CO₂ will be refilled from recurring fund allocated to department.

Item No. 5. After installation, the BOD is non-functional, and the vendor did not attend the call to resolve the issue. The department may take action and escalate the complaint against the supplier to be blocked for future purchases.

Item No.6 The department received 3.92 lakh recurring money from the University for M.Sc. and Ph.D. research work. Funds will be distributed to Prof Monisha ₹ 49000, Dr. Somesh ₹ 98000, Dr. Mukesh ₹98000, Dr. Pramod ₹70000, Dr. Amit ₹42000 and Dr Nakibapher ₹ 35000 (Based on numbers of PhD and MSc student guided). Faculty members will be responsible for utilizing their funds on time.

Item No. 7: Faculty member will provide the list of microorganisms they use for their research work (to be displayed on Room 527) and get approval from the Institute Biosafety committee before conducting research. All BSL-2-related work will be performed in a common Microbial facility in Porta Lab no. 7.

Submitted for necessary action

Somesh Baranwal
Dr. Somesh Baranwal 24/11/23
Chairperson, HoD

Monisha
Prof. Monisha Dhiman
Member, Professor

Mukesh K Yadav
Dr. Mukesh K Yadav
Member, Associate Professor

Pramod
Dr. Pramod Kushawaha
Member, Asst. Professor

Shangpliang
Dr. Nakibapher J Shangpliang
Member, Asst. Professor

Amit
Dr. Amit Singh
Convener, Asst. Professor

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WPK
29/11/23

DIA Office

S. No. 4629

Date 29/11/23

* Note: we disagree on item No.1, our point of view is that department is going to apply for DST FIST etc. to project that require researcher with good high index and citation.

Mukesh K Yadav
28.11.23

Amit
29/11/23

Department of Microbiology

Proceedings of Academic and Administrative Committee of Department of Microbiology
(December 18th 2023 at 4:00 PM)

A meeting of Academic and Administrative Committee (AAC) of the Department of Microbiology was held in IQAC office with the following faculty members:

1. Dr Somesh Baranwal, Head of the Department, Chairperson
2. Prof Monisha Dhiman, Professor, Member
3. Dr Mukesh Kumar Yadav, Associate Professor, Member
4. Dr Pramod K Kushawaha, Assistant Professor, Member
5. Dr Nakibapher Jones Shangpliang, Assistant Professor, Member
6. Dr Amit Singh, Assistant Professor, Convener

The following agenda items were discussed:

1. Pre synopsis presentation of 3rd semester students.
2. ESE Time table for 1st and 3rd semester
3. MoU with AIIMS, Bhopal and ECSO Global Private Limited (ABSOLUTE)
4. IBSC application of faculty involving pathogenic organisms or recombinant work
5. Utilization of department of Microbiology recurring fund
6. PhD student (C. Lalbiakluangi), course work related discussion
7. Six month PhD progress seminar

The members discussed and unanimously resolved:

Item No. 1. Department will organize a Pre-synopsis presentation of third semester M.Sc. students to evaluate their dissertation proposal in the third week of January 2024.

Item No. 2. Dr Nakibapher Jones Shangpliang will prepare the timetable for practical (1st and 3rd Semester) and End Semester examination as per the academic calendar.

Item No. 3. Dr Amit Singh and Dr Mukesh Kumar Yadav will initiate the MoU with AIIMS, Bhopal and ECSO Global Private Limited (ABSOLUTE).


Item No. 4. Faculties will submit the IBSC application if they wish to conduct work with pathogenic microorganisms or recombinant related experiments in their laboratory.

Item No. 5. Faculty members will utilize their department recurring fund before 15 January 2024.


Item No. 6. C. Lalbiakluangi, a PhD student under Dr. Mukesh K Yadav, need to take following courses to complete her Ph.D. coursework at Central University of Punjab, Bathinda (i) Trends in Microbiology MIC 702 (4 credit) (ii) Teaching Assistant ship MIC 752 (1 credit) (iii) Curriculum Pedagogy and Evaluation UNI 753 (1 credit).

Item No. 7. Department will conduct the six month PhD progress seminar (July 2023 to December 2023) in January 2024.

Submitted for necessary action



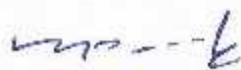
Dr Somesh Baranwal
Chairperson, HoD



Prof Monisha Dhiman
Member, Professor



Dr Mukesh K Yadav
Member, Associate Professor



Dr Pramod Kushawaha
Member, Asst. Professor



Dr Nakibapher J Shangpliang
Member, Asst. Professor



Dr Amit Singh
Convener, Asst. Professor

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2. IQAC Office

DIA Office

S. No.....

Date..... 4/3/2024


1/3/24