

Department of Applied Agriculture

Minutes of AAC meeting held on 08.12.2022 at 04.00 pm onwards

Present

Prof. Anjana Munshi (HoD), Chairperson

Dr. Chidanand Patil

Dr. Khetan Shevkani

Dr. Yashi Srivastava

Dr. Surjeet Singh Dhaka

While welcoming the members, Prof. Anjana Munshi briefed the members about the agenda items.

Agenda 1: Revised timetable for the first semester of the MBA Agribusiness programmes (Batch: 2022–24).

Resolution: Revised timetable for the first semester of the MBA Agribusiness programmes (Batch: 2022 -24) has been finalized as per **Annexure-I**.

Agenda 2: Revised timetable for the first semester of the M.Sc. Food Science and Technology programmes (Batch: 2022–24).

Resolution: Revised timetable for the first semester of the M.Sc. Food Science and Technology (Batch: 2022–24) has been finalized as per **Annexure-II**.

Agenda 3: Date sheet of summer internship presentations (ABM.592) of MBA Agribusiness programme (Batch: 2021-23)

Resolution: Date sheet of summer internship presentations (ABM.592) of MBA Agribusiness programme (Batch: 2021-23) has been finalized as per **Annexure-III**.

Agenda 4: Reconstitution of BOS and School board members of the Department of Applied Agriculture.

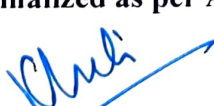
Resolution: The format of BOS and School board has been submitted to the meeting branch through email dated on 05.12.2022 and softcopy of the same has been forwarded. (**Annexure-IV**)

Agenda 5: Timetable for Ph.D. Food Science and Technology – Course work (Session: 2022-23 July Intake).

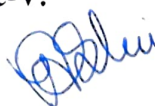
Resolution: Timetable for Ph.D. Food Science and Technology – Course work (Session: 2022-23 July Intake) has been finalized as per **Annexure-V**.



Dr. Chidanand Patil



Dr. Khetan Shevkani



Dr. Yashi Srivastava



Dr. Surjeet Singh Dhaka

HoD,

Dept. of Applied Agriculture



17-1-2023



17/1/23

Date: 16.11.2022

Department of Applied Agriculture
Minutes of AAC meeting held on 15.11.2022 at 03.30 pm onwards

Present

Prof. Anjana Munshi (HoD), Chairperson

Dr. Chidanand Patil

Dr. Khetan Shevkani

Dr. Yashi Srivastava

Dr. Surjeet Singh Dhaka

While welcoming the members, Prof. Anjana Munshi briefed the members about the agenda items.

Agenda 1: Regarding department level student orientation and induction programme of students of batch 2022-24.

Resolution: It was informed that as per the instructions of DIA, the department level student orientation and induction programme for batch 2022-24 students was held on November 1, 2022, at 2:30 pm (**Annexure-I**)

Agenda 2: Timetable for the first semester of the MBA Agribusiness and M.Sc. Food Science and Technology programmes (Batch: 2022-24).

Resolution: Timetable for the first semester of the MBA Agribusiness and M.Sc. Food Science and Technology programmes (Batch: 2022-24) has been finalized as per **Annexure-IIa & IIb**.

Agenda 3: Date sheet for Mid Semester Examinations of Semester III of M.Sc. Food Science and Technology and MBA Agribusiness Programme (Batch: 2021-23).

Resolution: Date sheet for Mid Semester Examinations of Semester III of M.Sc. Food Science and Technology and MBA Agribusiness Programme (Batch: 2021-23) has been finalized as per **Annexure-IIIa & IIIb**.

Agenda 4: Research supervisor allotment for newly admitted Ph.D. Scholar (Mr. Sumit Jadaun; Ph.D. Scholar in Food Science and Technology).

Resolution: Keeping the choice of the Ph.D. scholar (Mr. Sumit Jadaun) for research area and supervisor in consideration, Dr. Khetan Shevkani, Assistant Professor is allotted as his Ph.D. supervisor at CUP, Bathinda.

Agenda 5: Allocation of departmental recurring budget of Rs. 5,00,000/- for FY 2022-23.

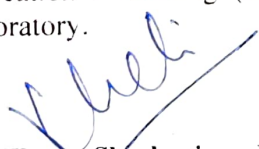
Resolution: The allocated recurring budget of Rs. 5,00,000/- was allocated to faculty members as per their requirements i.e., Rs. 25,000/- to Dr. Chidanand Patil/Dr. Surjeet S Dhaka for Agribusiness Programmes; Rs. 50,000/- to Dr. Khetan Shevkani (Research Lab 315) and Rs. 3,50,000/- to Dr. Yashi Srivastava (Research Lab 316). A sum of Rs. 75,000/- were also decided to be spared for Departmental Activities.

Agenda 6: Utilization of non-recurring funds available for FY (2022-23).

Resolution: As the file for the procurement of Melting Point Apparatus has been closed due to budget constraints, it was resolved that the funds booked for melting point apparatus shall be cancelled and the available non-recurring funds for FY 2022-23 shall be utilized for the procurement of other equipment of general application / teaching (e.g., non-refrigerated centrifuge or water quality analyzer) for M.Sc. FST laboratory.



Dr. Chidanand Patil



Dr. Khetan Shevkani




Dr. Yashi Srivastava



Dr. Surjeet Singh Dhaka

HoD,

Dept. of Applied Agriculture


 17.11.2022

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 17/11/22

DIA Office

S. No.

Date.....

17/11/22

Department of Applied Agriculture

Minutes of AAC meeting held on 12.10.2022 at 04.30 pm onwards

Present

Prof. Anjana Munshi (HoD), Chairperson

Dr. Chidanand Patil

Dr. Khetan Shevkani

Dr. Yashi Srivastava

Dr. Surjeet Singh Dhaka

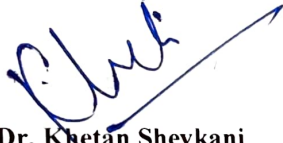
While welcoming the members, Prof. Anjana Munshi briefed the members about the agenda items.

Agenda 1: Research supervisor allotment for M.Sc. Food Science and Technology students of Batch 2021-23

Resolution: Research supervisor allotment for M.Sc. Food Science and Technology students of Batch 2021-23 has been finalized as per **Annexure-I**.



Dr. Chidanand Patil



Dr. Khetan Shevkani



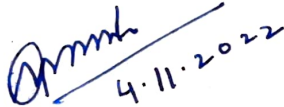
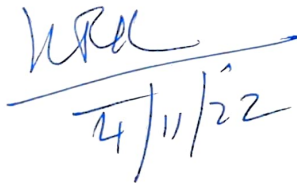
Dr. Yashi Srivastava



Dr. Surjeet Singh Dhaka

HoD,

Dept. of Applied Agriculture


4.11.2022
4/11/22

DIA Office

S. No. 7468.....

Date... 04/11/22..

265

Department of Applied Agriculture

Minutes of AAC meeting held on 08.09.2022 at 04.30 pm onwards

Present

Prof. Anjana Munshi (HoD), Chairperson

Dr. Chidanand Patil

Dr. Khetan Shevkani

Dr. Yashi Srivastava

Dr. Surjeet Singh Dhaka

While welcoming the members, Prof. Anjana Munshi briefed the members about the agenda items.

Agenda 1: Date sheet for course work examination of Ph.D. Agribusiness students of Batch 2021-22

Resolution: The date sheet for course work examination of Ph.D. Agribusiness students of Batch 2021-22 has been finalized as per Annexure-I & II.

Agenda 2: Schedule for seminar of Ph.D. Agribusiness students of Batch 2021-22

Resolution: The schedule for seminar of Ph.D. Agribusiness students of Batch 2021-22 has been finalized as per Annexure-III.

Agenda 3: Time table of Sem III of MBA Agribusiness students of Batch 2021-23

Resolution: The time table of Sem III of MBA Agribusiness students of Batch 2021-23 has been finalized as per Annexure-IV.

Agenda 4: Research supervisor allotment for dissertation of MBA Agribusiness students of Batch 2021-23

Resolution: Research supervisor allotment for dissertation of MBA Agribusiness students of Batch 2021-23 has been finalized as per Annexure-V.

Agenda 5: Time table of Sem III of M.Sc. Food Science and Technology students of Batch 2021-23

Resolution: The time table of Sem III of M.Sc. Food Science and Technology students of Batch 2021-23 has been finalized as per Annexure-VI.

Agenda 6: Requirement of non-recurring / recurring budget for the Department.

Resolution: It was resolved that requests shall be moved for approval/sanction of Non-recurring recurring budget for the Department for FY 2022-23.

Dr. Chidanand Patil 30/09/22

Dr. Khetan Shevkani 30/9/22

Dr. Yashi Srivastava 30/9/22

Dr. Surjeet Singh Dhaka 30/09/2022

HoD, Dept. of Applied Agriculture 30/09/2022

DEAN WPK

DIA Office S. No. 6984 Date: 30/9/22

Department of Applied Agriculture

Minutes of AAC meeting held on 08.08.2022 at 12.00 pm onwards

Present

- Prof. Anjana Munshi (HoD), Chairperson
- Dr. Chidanand Patil
- Dr. Khetan Shevkani
- Dr. Yashi Srivastava
- Dr. Surjeet Singh Dhaka

While welcoming the members, Prof. Anjana Munshi briefed the members about the agenda items.

Agenda 1: Date sheet for end semester examinations of MBA Agribusiness (Sem-II, Batch: 2021-23)

Resolution: The date sheet for end semester examinations of MBA Agribusiness (Sem-II, Batch: 2021-23) has been finalized as per **Annexure-I**.

Agenda 2: Date sheet for practical and end semester examinations of M.Sc. Food Science and Technology (Sem-II, Batch: 2021-23)

Resolution: The date sheet for practical and end semester examinations of M.Sc. Food Science and Technology (Sem-II, Batch: 2021-23) has been finalized as per **Annexure-II**.

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01/09/2022

Dr. Chidanand Patil

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01/9/22

Dr. Khetan Shevkani

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01/9/22

Dr. Yashi Srivastava

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01/09/2022

Dr. Surjeet Singh Dhaka

HoD,
Dept. of Applied Agriculture
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01/09/2022

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2/9/22

DIA Office
S. No... 6466
Date... 1/9/22

Department of Applied Agriculture

Minutes of AAC meeting held on 19.07.2022 at 02.50 pm onwards

Present

Prof. Anjana Munshi (HoD), Chairperson

Dr. Chidanand Patil

Dr. Khetan Shevkani

Dr. Yashi Srivastava (Online)

Dr. Surjeet Singh Dhaka

While welcoming the members, Prof. Anjana Munshi briefed the members about the agenda items.

Agenda 1: Regarding the details of minor equipment to be procured from the non-recurring budget allocated to the department.

Resolution: List of minor equipments has been proposed to be procured for MSc Food Science and Technology Lab (221-222) from the non-recurring budget of Rs. 3,00,000/- (unanimously recommended by AAC members) for the kind approval of the competent authority (**Annexure-I**)

Agenda 2: Permission for Summer Internship of MBA (Agribusiness) students from 25th August, 2022 to 25th September, 2022

Resolution: A request has been forwarded to the competent authority for consideration and approval (**Annexure II**).

Agenda 3: Regarding mode and pattern of conduct of ESE for Afghanistan students

Resolution: A request note has been forwarded to the competent authority for advice regarding the mode and pattern of conduct for ESE of the 5 Afghanistan students (**Annexure-III**)

[Signature]
08-08-2022

Dr. Chidanand Patil

[Signature]
8/8/2022

Dr. Khetan Shevkani

(Email Confirmation)

[Signature]
08/08/22

Dr. Yashi Srivastava

Dr. Surjeet Singh Dhaka

HoD,
Dept. of Applied Agriculture

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8.8.2022

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20/8/22

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DIA Office

S. No. 6175

Date: 9/8/22

Date: 17.06.2022

Department of Applied Agriculture**Minutes of AAC meeting held on 10.06.2022 at 02.30 pm onwards****Present**

Prof. Anjana Munshi (HoD), Chairperson

Dr. Chidanand Patil

Dr. Khetan Shevkani

Dr. Yashi Srivastava

Dr. Surjeet Singh Dhaka

While welcoming the members, Prof. Anjana Munshi briefed the members about the agenda items.

Agenda 1: Project Presentation schedule of M.Sc. Food Science and Technology and MBA Agribusiness of Sem IV students (Batch: 2020-22)**Resolution:** The Project Presentation schedule of M.Sc. Food Science and Technology and MBA Agribusiness of Sem IV students (Batch: 2020-22) has been finalized as per **Annexure I & II**.**Agenda 2: Date sheet of End Term Examinations of M.Sc. Food Science and Technology and MBA Agribusiness of Sem IV students (Batch: 2020-22)****Resolution:** The Date sheet of End Term Examinations of M.Sc. Food Science and Technology and MBA Agribusiness of Sem IV students (Batch: 2020-22) has been finalized as per **Annexure III & IV**.**Agenda 3: Date sheet of Mid Semester Test of M.Sc. Food Science and Technology and MBA Agribusiness of Sem II students (Batch: 2021-23)****Resolution:** The Date sheet of Mid Semester Test of M.Sc. Food Science and Technology and MBA Agribusiness of Sem II students (Batch: 2021-23) as per **Annexure V & VI**.

Dr. Chidanand Patil

Dr. Khetan Shevkani

Dr. Yashi Srivastava

Dr. Surjeet Singh Dhaka

HoD,
Dept. of Applied Agriculture

DIA Office

S. No.....5290.....

Date.....20/6/22.....

Department of Applied Agriculture
Minutes of AAC meeting held on 02.05.2022 at 02.30 pm onwards

Present

Prof. Anjana Munshi (HoD), Chairperson

Dr. Chidanand Patil

Dr. Khetan Shevkani

Dr. Yashi Srivastava

Dr. Surjeet Singh Dhaka

While welcoming the members, Prof. Anjana Munshi briefed the members about the agenda items.

Agenda 1: Preparedness for Internal Academic and Research Audit of the Department – 2022

Resolution: In light of the Internal Academic and Research Audit of the Department – 2022, HOD briefed about various points to be included in Department Presentation. Dr. Khetan was requested to initiate in this regard.

Agenda 2: Date sheet of rural immersion module (ABM.591) presentations of II semester of MBA Agribusiness students

Resolution: The Date sheet of rural immersion module (ABM.591) presentations for II semester of MBA Agribusiness students has been finalized as per **Annexure I.**

Agenda 3: Date sheet of rural immersion module (ABM.591) presentations of IV semester of MBA Agribusiness students

Resolution: The Date sheet of rural immersion module (ABM.591) presentations for IV semester of MBA Agribusiness students are scheduled from 06.05.2022 to 20.05.2022. (**Annexure-II**)

Agenda 4: Revised timetable of MBA Agribusiness for 4th-semester students

Resolution: The revised timetable of MBA Agribusiness Semester IV Programme has been finalized as per **Annexure III**

15/6/22

Department of Applied Agriculture

Minutes of AAC meeting held on 18.04.2022 at 10.00 am onwards

Present

Prof. Anjana Munshi (HoD), Chairperson

Dr. Chidanand Patil

Dr. Khetan Shevkani

Dr. Yashi Srivastava

Dr. Surjeet Singh Dhaka

While welcoming the members, Prof. Anjana Munshi briefed the members about the agenda items.

Agenda 1: Preparedness for NAAC visit at the departmental level

Resolution: In light of the visit of NAAC, HOD briefed about various points which are to be included in Department Presentation. Dr. Surjeet was instructed to initiate in this regard.

Agenda 2: The Internal Academic and Research Audit of the department

Resolution: The department's Internal Academic and Research Audit is scheduled on 04.05. 2022. Therefore, Dr. Chidanand Patil and Dr. Khetan were instructed to start preparing presentation and adding information to the criteria of Academic and Research Audit.

Agenda 3: Departmental orientation/meeting in physical mode with 2nd semester students

Resolution: The departmental orientation meeting in physical mode with 2nd Semester students of M.Sc. Food Science and Technology and MBA Agribusiness are scheduled on 19.04.2022 at 02:30 am in classroom 119.

Agenda 4: Revised time table of M.Sc. FST for 2nd semester students

Resolution: The revised time table of M.Sc. (FST) Semester II Programme has been finalized as per Annexure I

Dr. Chidanand Patil

Dr. Khetan Shevkani

Dr. Yashi Srivastava

Dr. Surjeet Singh Dhaka

HoD,

Dept. of Applied Agriculture

DIA Office

S. No.....

Date...20/4/22

Department of Applied Agriculture
Minutes of AAC meeting held on 18.03.2022 at 12.30 pm onwards

Present

Prof. Anjana Munshi (HoD), Chairperson
 Dr. Chidanand Patil
 Dr. Khetan Shevkani
 Dr. Yashi Srivastava
 Dr. Surjeet Singh Dhaka

While welcoming the members Prof. Anjana Munshi briefed the members about the agenda items.

Agenda 1: Presentation schedule of Seminar II of M.Sc. (FST) Semester IV students.

Resolution: The Presentation schedule of Seminar II of M.Sc. (FST) Semester IV students has been finalized as per **Annexure I**.

Agenda 2: End semester exam date sheet of M.Sc. (FST) and MBA (Agribusiness) Semester II.

Resolution: The end semester exam date sheet of M.Sc. (FST) and MBA (Agribusiness) Semester II has been finalized as per **Annexure II & III**.

Agenda 3: Mid Semester tests date sheet of M.Sc. (FST) and MBA (Agribusiness) Semester IV.

Resolution: The mid semester tests date sheet of M.Sc. (FST) and MBA (Agribusiness) Semester IV has been finalized as per **Annexure IV & V**.



Dr. Chidanand Patil



Dr. Khetan Shevkani



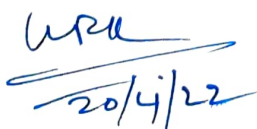
Dr. Yashi Srivastava



Dr. Surjeet Singh Dhaka

HoD,

Dept. of Applied Agriculture

DIA Office

S. No.....

Date..20/4/22.....

Department of Applied Agriculture
Minutes of AAC meeting held on 04.02.2022 at 12.30 pm onwards

Present

Prof. Anjana Munshi (HoD), Chairperson

Dr. Chidanand Patil

Dr. Khetan Shevkani

Dr. Yashi Srivastava

Dr. Surjeet Singh Dhaka

While welcoming the members Prof. Anjana Munshi briefed the members about the agenda items.

Agenda 1: Assigning responsibility of In charge and Instructor for Women training Programme (February 16-17, 2022).

Resolution: HoD has assigned Dr. Yashi Srivastava as Training In charge And Mrs. Gagandeep Kaur Dhaliwal as Training Instructor for Women training programme scheduled on February 16-17, 2022.

Agenda 2: Distribution of Departmental Budget.

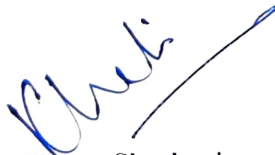
Resolution: HoD has assigned distribution of departmental budget maximum to M.Sc. lab (221-222) for purchase of chemicals and glasswares. Further, faculty is instructed to raise and submit all the demand in Feb 2022.

Agenda 3: Approval for printouts of FSSAI approved manuals of methods of food analysis.

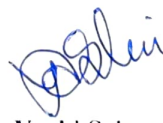
Resolution: AAC recommended for printouts of FSSAI approved manuals of methods of food analysis.



Dr. Chidanand Patil



Dr. Khetan Shevkani



Dr. Yashi Srivastava



Dr. Surjeet Singh Dhaka

HoD,
Dept. of Applied Agriculture



DIA Office

S. No..... 4284

Date..... 20/4/22


20/4/22

Department of Applied Agriculture

Minutes of AAC meeting held on 25.01.2022 at 02.30 pm onwards

Present

- Prof. Anjana Munshi (HoD), Chairperson
- Dr. Chidanand Patil
- Dr. Khetan Shevkani
- Dr. Yashi Srivastava
- Dr. Surjeet Singh Dhaka

While welcoming the members Prof. Anjana Munshi briefed the members about the agenda items.

Agenda 1: Revised date sheet of End Semester Examinations Jan 2022 for M.Sc. (FST) and MBA (Agribusiness) Semester III Programme.

Resolution: The revised date sheet of End Semester Examinations Jan 2022 for M.Sc. (FST) and MBA (Agribusiness) Semester III Programme has been finalized as per **Annexure I and II.**

Agenda 2: Date sheet of MSTs Jan 2022 for M.Sc. (FST) and MBA (Agribusiness) Semester I Programme.

Resolution: Date sheet of MSTs Jan 2022 for M.Sc. (FST) and MBA (Agribusiness) Semester I Programme has been finalized as per **Annexure III and IV.**

Agenda 3: Time table for M.Sc. (FST) and MBA (Agribusiness) Semester IV Programme.

Resolution: The Time table of M.Sc. (FST) and MBA (Agribusiness) Semester IV Programme has been finalized as per **Annexure V and VI.**

Agenda 3: Regarding cancellation of admission of Irfanuallah Reshteen (International Student) admitted through ICCR for session 2021-22.

Resolution: AAC recommended to cancel the admission of Irfanuallah Reshteen (International Student) in light of the request of student.

Agenda 4: Conduct the meeting of CDC for finalizing the curriculum to be put up in the upcoming BoS.

Resolution: HoD instructed faculty members to conduct the meeting of the CDC of the Department on 31st Jan 2022 and to come up with the suggestion/updates in their courses for finalizing the curriculum to be put up in the upcoming BoS.

Agenda 5: Regarding the report of audit of departmental laboratories.

Resolution: It was instructed that in light of the lab audit report letter is to be forwarded to engineering section/estate office for making arrangements of another exit door in MSc FST Lab 221-222.

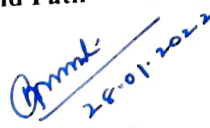
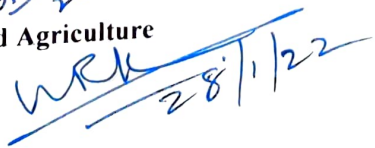
Agenda 6: Allocation of departmental recurring budget for financial year 2021-22.

Resolution: It was resolved that the recurring budget sanctioned shall be utilised for precuring glassware, plasticware, chemicals for MSc FST Lab 221-222 and for various activities of the department.

Agenda 7: Organising departmental activities in the month of February 2022.

Resolution: HoD instructed faculty members to plan for organizing departmental activities (webinar/seminar/workshops/trainings) in the month of February 2022.

 28-01-2022
 Dr. Chidanand Patil
  28/1/22
 Dr. Khetan Shevkani
  28/1/22
 Dr. Yashi Srivastava
  28/01/2022
 Dr. Surjeet Singh Dhaka

HoD,
 Dept. of Applied Agriculture
 28-01-2022
 DEAN -  28/1/22

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28/1/22