

Central University of Punjab Department of Applied Agriculture

Minutes of AAC meeting held on 19.07.2021 at 12:00 PM onwards

Present

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

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


Agenda Item 1: Appointment of Coordinator for Academic & Administrative Committee (AAC)
Resolution: It was approved that Dr. Surjeet Singh Dhaka will be the Coordinator of Academic & Administrative Committee (AAC) for the Department of Applied Agriculture. His appointment is believed to be effective from May 2021. The term of reference for the Coordinator shall be to collect the agenda in consultation with the faculty members for putting up to AAC for consideration and prepare the minutes of the meeting for approval by HoD.

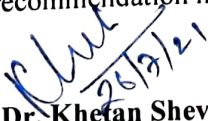
Agenda Item 2: End Semester Exam date sheet of M.Sc. (FST) and MBA (Agribusiness) Semester II.
Resolution: The End Semester Exam date sheet of M.Sc. (FST) and MBA (Agribusiness) Semester II has been finalized as per **Annexure I & II**.


Agenda Item 3: Regarding assigning Ph.D. guide for Ms. Moirangthem Jeena Devi (Ph.D. student)
Resolution: Dr. Yashi Srivastava has been assigned as Ph.D. guide after the completion of course work of Ms. Moirangthem Jeena Devi (Application No. RPJ2000744) selected candidate of Ph.D. Programme (Academic Session 2020-21) in Department of Applied Agriculture.

Agenda Item 4: Allotment of guide/ Research Supervisor for MBA (Agribusiness) Programme, Batch: 2020-22.
Resolution: The MBA (Agribusiness) research guide/ Supervisor allotted as per **Annexure III** for the Batch 2020-22.

Agenda Item 5: Regarding the duration of summer internship work for MBA (Agribusiness) Programme, Batch: 2020-22.
Resolution: The letter for recommendation has been sent to the VC office through proper channel.


 Dr. Chidanand Patil



 Dr. Khetan Shevkani


 Dr. Yashi Srivastava


 Dr. SS Dhaka

HoD,
 Dept. of Applied Agriculture

 26.7.2021


 - 27/7/21

D/A 1122
 27/7/21

181

CUP/DAA/2021/912

Date: 26.08.2021

Department of Applied Agriculture

Minutes of AAC meeting held on 18.08.2021 at 11:30 am onwards

Present

Prof. Anjana Munshi (HoD) Chairperson
Dr. Chidanand Patil (Online)
Dr. Khetan Shevkani
Dr. Yashi Srivastava
Dr. SS Dhaka

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

Agenda Item 1: Finalization of Timetable M.Sc. (FST) Semester III Programme.

Resolution: Timetable of M.Sc. (FST) Semester III has been finalized as per Annexure I.

Agenda Item 2: Finalization of Timetable MBA (Agribusiness) Semester III Programme.

Resolution: Timetable of MBA (Agribusiness) Semester III has been finalized as per Annexure II.

Agenda Item 3: Utilization of Departmental Interim Budget (Recurring) of 7.5 lakhs for the financial year 2021-22.

Resolution: The HoD instructed the faculty members to raise indents for utilizing the allocated interim budget (Recurring) by the first week of September.

Agenda Item 4: Preparation for NAAC visit at Department level.

Resolution: Keeping in view the NAAC visit, HoD instructed all faculty members to start drafting a Departmental Booklet with records of Departmental details.

Agenda Item 5: Organization of webinar/guest lectures/interactive sessions with Academicians/Agripreneurs/Industry experts

Resolution: The HoD instructed faculty members to plan for organizing webinars/guest lectures/interactive sessions with academicians/agricultural entrepreneurs/industry experts with the support of the allocated departmental recurring budget. Therefore, as per the instruction of the Head of the Department, a webinar has been planned on 3rd September, 2021. (Annexure III)



Dr. Chidanand Patil



Dr. Khetan Shevkani



Dr. Yashi Srivastava

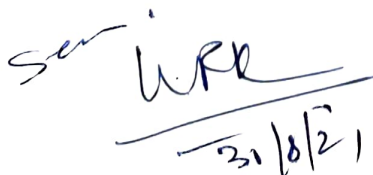


Dr. SS Dhaka

HoD,

Dept. of Applied Agriculture




31/8/21

D/4-1612
30/8/21

Department of Applied Agriculture

Minutes of AAC meeting held on 15.09.2021 at 11:30 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 Item 1: Revised Timetable of M.Sc. (FST) Semester III Programme.

Resolution: Slight revision was made in the timetable of M.Sc. (FST) Semester III. The same (**Annexure I**) was recommended by the members of AAC.

Agenda Item 2: Revised Timetable of MBA (Agribusiness) Semester III Programme.

Resolution: Slight revision was made in the timetable of MBA (Agribusiness) Semester III. The same (**Annexure II**) was recommended by the members of AAC.

Agenda Item 3: Allocation of Guide for M.Sc. FST Project (Sem III & IV), Batch: 2020-22.

Resolution: The MSc FST research guide/ Supervisor allocated as per **Annexure III** for the Batch 2020-22.

Agenda Item 4: Allocation of guide to Mr. Dharavath Poolsingh, 21phdagri01 (Ph.D. - Agribusiness).

Resolution: It was resolved that Dr Surjeet Singh Dhaka will be guide Mr. Dharavath Poolsingh, (21phdagri01) for PhD programme in Agribusiness.

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23/09/2021

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23/09/2021

Dr. Chidanand Patil

Dr. Khetan Shevkani

Dr. Yashi Srivastava

Dr. Surjeet Singh Dhaka

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23/09/2021

HoD,

Dept. of Applied Agriculture

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24/9/21

DIA-1965
24/9/21

Department of Applied Agriculture

Minutes of AAC meeting held on 18.10.2021 at 11.30 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 Item 1: Date sheet of MST for 3rd Semester of M.Sc. (FST) Programme.

Resolution: The MST date sheet of M.Sc. (FST) Semester III has been finalized as per **Annexure I.**

Agenda Item 2: Seminar presentation schedule with topics for 3rd Semester of M.Sc. (FST) Programme.

Resolution: The MSc. FST Seminar presentation along with the topic has been scheduled for batch 2020-22 as per **Annexure II.**

Agenda Item 3: Date sheet of MST for 3rd Semester of MBA (Agribusiness) Programme.

Resolution: The MST date sheet of MBA (Agribusiness) Semester III has been finalized as per **Annexure III.**

Agenda Item 4: Relaxation for Ph.D. admission in Agribusiness programme for promoting research without fellowship.

Resolution: A letter has been drafted and forwarded to competent authority for kind consideration. The same (Annexure IV) was recommended by the members of AAC.

[Signature]
25-10-2021

Dr. Chidanand Patil

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25/10/2021

Dr. Khetan Shevkani

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25/10/21

Dr. Yashi Srivastava

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25/10/2021

Dr. Surjeet Singh Dhaka

HoD,

Dept. of Applied Agriculture

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25.10.2021

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26/10/21

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25/10/21

Department of Applied Agriculture

Minutes of AAC meeting held on 17.11.2021 at 11.30 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 Item 1: Approval of Time table for M.Sc. (FST) and MBA (Agribusiness) Semester I Programme.

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

Agenda Item 2: Summer Internship presentations schedule for 3rd Semester of MBA (Agribusiness) Programme.

Resolution: Summer Internship presentations of MBA (Agribusiness) Semester III has been finalized as per **Annexure III**.

Agenda Item 3: Seminar presentation schedule with topics for 3rd Semester of MBA (Agribusiness) Programme.

Resolution: The MBA (Agribusiness) Seminar presentation along with the topic has been scheduled for batch 2020-22 as per **Annexure IV**.

Agenda Item 4: Transfer of Instruments in the name of Hod.

Resolution: In view of Notification via email (Ref. No. CUPB/CS/2021-22/009 dated 08.09.2021) from store office of the university, a list (as per **Annexure V**) of the equipments of laboratory purchased for common use by the department was prepared and hereby transferred to the name of HoD and received by Laboratory Attendant.



Dr. Chidanand Patil



Dr. Khetan Shevkani



Dr. Yashi Srivastava



Dr. Surjeet Singh Dhaka

HoD,

Dept. of Applied Agriculture

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3.12.2021

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4/12/21

DIA-2712
03/12/2021

Department of Applied Agriculture

Minutes of AAC meeting held on 15.12.2021 at 11.30 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: Tentative titles of project reports of M.Sc. (FST) Semester III-IV (Batch 2020-22) for synopsis submission.

Resolution: The tentative titles for M.Sc. (FST) project reports (Sem III-IV) batch 2020-22 as per **Annexure I** were approved by the members.

Agenda 2: Organization of workshop/webinar/guest lectures/interactive sessions with Agripreneurs/Industry experts.

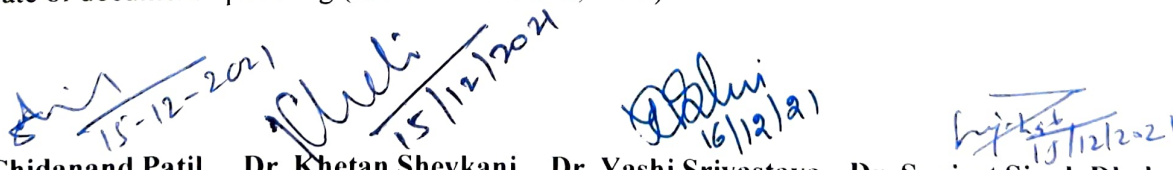
Resolution: The faculty members proposed to organize workshop/webinar/guest lectures/interactive sessions with agricultural entrepreneurs/industry experts from the available recurring budget allocated to the department for FY 2020-21. The members of the AAC recommended for the same.

Agenda 3: Date and mode for conduct of End Semester Examinations (3rd Semester) and Mid Semester Tests (1st semester).

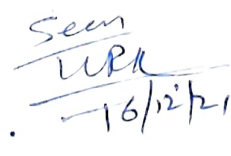
Resolution: With reference to the notice of examination branch (Ref. No. CUPB/COE/2020-21/604 Date 13.12.2021), the HoD briefed members about the dates and modes of EST and MST. Also, it was instructed to put up the Date-Sheet for EST and to communicate the same to students 10 days in advance.

Agenda 4: Verification of students' documents for PG admissions (Batch- 2021)

Resolution: HoD briefed the members about the email from CUPB Admission (08.12.2021) and instructed the members of AAC to initiate document verification of Batch 2021-23 students after the last date of document uploading (i.e. 20th December, 2021).


 Dr. Chidanand Patil Dr. Khetan Shevkani Dr. Yashi Srivastava Dr. Surjeet Singh Dhaka

HoD,
 Dept. of Applied Agriculture

Dean of School. 

DIA-2863
 16/12/21

Date: 17.12.2021

Department of Applied Agriculture**Minutes of AAC meeting held on 17.12.2021 at 10.30 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: Request of M.Sc. FST 3rd Sem students to prepone/reschedule End Semester Examination dates in order to avoid overlapping with the FSSAI exam dates (19th Jan 2022).

Resolution: In light of the request of M.Sc. FST 3rd Sem students to prepone/reschedule End Semester Examinations dates because of their FSSAI exam (All India competitive) on 19th Jan 2022 at different centres in various cities of the country, it was resolved that their End Semester Examinations may be conducted from 06-13 Jan 2022 instead of 10-21 Jan 2022 so that they have sufficient days to reach the respective exam centres. Copy of ESE date-sheet for M.Sc. FST 3rd Sem is enclosed as **Annexure I**.

It was also resolved that Dean School/DIA will be informed about this resolution. Also, a request will also be forwarded to DIA for holding ESE examination of university level VAC on 10th Jan 2022 which is within the schedule notified for ESEs.

Agenda 2: Regarding request for medical leave in respect of Ms. Annet Mary Anto, Reg. No. 20msfood09, Department of Applied Agriculture.

Resolution: As per the University Rule for Master's Degree Programme Clause 2.4 (CP-2), the first semester of student (hospitalized/suffering from illness) may be declared a zero semester. Therefore, it was resolved that the current semester (1st) of Ms. Annet Mary Anto (Batch 2021-23; 20msfood09) be declared/considered zero semester, provided she submit a proper medical illness certificate, etc. from a recognized/gazetted medical officer as per the university rules.


17-12-2021
Dr. Chidanand Patil



17/12/2021
Dr. Khetan Shevkani

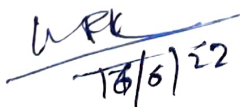

17/12/21
Dr. Yashi Srivastava


17.12.2021
Dr. Surjeet Singh Dhaka

HoD,

Dept. of Applied Agriculture


17.12.2021


18/6/22

DIA Office

S. No. 5250

Date: 16/6/22