



**DEPARTMENT OF EARTH SCIENCE  
ASSAM UNIVERSITY::SILCHAR**

No. AU/ESC/47/2013/

Date: 18.12.2020

**Notification**

A n emergent Departmental Affairs Committee meeting will be held on 21.12.2020 at in the office chamber of the Head of the Department to discuss the matters related to the new academic session of PG Odd Semesters 2021 and purchase of items from Course Fee.

All the faculty members of the Department are requested to kindly make it convenient to attend the same.

(Dr. M. F. Hussain)  
HoD

No. AU/ESC/47/2013/

Date: 18.12.2020

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1. Teachers concerned .....
2. Office File

(Dr. M. F. Hussain)



A meeting of DAC was held on 21.12.2020 at 2:30 PM. in the Office Chamber of the Head of the Department to discuss the following agenda items.

a) Regarding initiation of First Semester class.

b) Course work class

c) Utilization of Course-Fee Fund.  
with <sup>provision</sup> the listed items.

The following members were present:

1. Prof. N. Pandey

*[Signature]*  
21.12.2020

2. Dr. U. Sarikar

*[Signature]*  
21.12.2020

3. Dr. P. Phulcon

*[Signature]*  
21/12/2020

4. Dr. M.F. Hussain

*[Signature]*

Resolution:

1. It was Unanimously decided to Conduct an Orientation cum Induction programme for the newly admitted batch of students in the first Semester of M.Sc. Applied Geology. The programme is scheduled to be conducted on 22.12.2020 at 12:00PM (virtually) using Google meet platform for a duration of about 1 hour.

2. Regarding initiation of classes for




the first Semester students it was decided to run the classes (virtually) with effect from 22.12.2020 as per the Time-Table to be provided by the H.O.D.

Additionally in respect of phd Coursework classes it was resolved to run the classes with effect from first week of January 2021 as per the Time-Table to be provided by the H.O.D.

3. Certain Stationary and Consumable items were selected and approved by DAC to be purchased from Course Fee Component of the Department. (List of items to be procured is at Annexure-I), following the established rules of the University.

The meeting ended with Vote of Thanks to and from the Chair.

  
21/12/2020  
HOD and Chairman



Several DAC meetings were held virtually during the period of March to December, 2020 due to Covid-19 pandemic. The following members attended the meeting:

1. Prof. N. Pandey
2. Dr. M. F. Hussain
3. Dr. Urbashi Sarkar
4. Dr. P. Phukan

**Resolutions:**

**1. In the meeting held on 02.04.2020** the followings are resolved:

- a) The members resolved that the classes for both M.Sc 2<sup>nd</sup> and 4<sup>th</sup> Semester will be conducted virtually via online platform like Zoom, Webex, Google Meet etc.
- b) DAC resolved to form different Whatsapp and Google Group for smooth communication with the students.

**2. In the Meeting held on 30.04.2020** the followings are resolved:

- a) DAC resolved that the dissertation for the 4<sup>th</sup> Semester students will be conducted based on review-work/secondary data-based work or software driven work instead of laboratory based experiments and/or field based assignments.
- b) Members had a detail review of the situation and resolved to conduct internal examination online with a relaxation on the type of examination (broad/MCQ/Assignment type).

**3. In the Meeting held on 06.12.2020** the followings are resolved

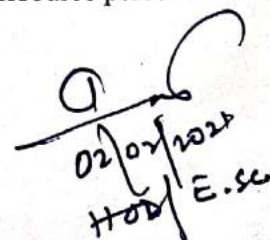
- a) The Departmental Admission committee has been constituted to look after the M.Sc admission, 2020. It was resolved that all the faculty members will act as member of admission committee and HOD will remain the Chairman of Departmental Admission Committee.
- b) It was decided to follow the suggestions of the university on the pattern of question paper and module of Entrance Test.

**4. In the meeting held on 01.12.2020** at 3.30 pm, the procedure and formalities for conducting and international Webinar are discussed. The followings are resolved:

- a) The Webinar will be organized on 10.12.2020 and it will be conducted on Google Meet (The G-Suit of University). The Title of the Webinar is decided as "Geo-Scientific Research during COVID-19: Challenges and Advances"

- b) The organizing committee of the Webinar is decided with Hon'ble Vice-Chancellor of the University Prof. Dilip Chandra Nath as the Chief Patron, Prof. N. Pandey, Dean, ASSES as mentor, Dr. M. F. Hussain, HOD as the Convenor of the Webinar while Dr. Urbashi Sarkar and Dr. P. Phukan as the co-ordinators.

- c) It was decided to invite Dr. Pradeep Srivastava, Scientist, WIHG, Dehradun, Prof. Jonathan Aitchison, University of Queensland, Australia, Prof. NV Chalapati Rao, BHU and Dr. V. K. Gaha; aut, NGRI, Hyderabad to deliver talks on chosen topics as Resource persons.

  
02/07/2021  
HOD/E.Sc



A Meeting of the DAC was held on 17.12.19 at 1:30 PM in the Office Chamber of the Head of the Department to discuss the following agenda items:

- a) Purchase of Laboratory Consumables
- b) Repairing of Laboratory Instruments (Microscopes)
- c) Purchase of Furniture (10 pairs of desk benches, 10 no. of chairs and 2 nos of Tables)
- d) Purchase of Computer Peripherals (2 nos Laserjet Printer and 1 Scanner)

The following members were present:

1. Prof. Nagendra Pandey [Signature] 17.12.19
2. Dr. K.K. Singh - [Signature] 17.12.19
3. Purbajyoti Phukan - [Signature] 17/12/19
4. Dr. Urbashi Sarkar - [Signature] 17.12.19
5. Dr. M.F. Hussain - [Signature] 17/12/19.

Resolutions:

- 1) After a through deliberation, the members unanimously resolved to recommend purchase of the following items within the budget allocation and following the terms and condition as specified by the University.

P.T.O.



Sl. No	Items	Budget Allocated
A.	Furniture for Classrooms and Departmental Library	
	i) 10 pairs of Desk and benches (Steel make)	$20,000 \times 10 = 200,000/-$
	ii) 2 No.s of Tables with drawers in one side	$15,000 \times 2 = 30,000/-$
	iii) 10 No.s of Chairs for Library	$4000 \times 10 = 40,000/-$
B.	Equipments/Repairing of Equipments	
	i) Repairing of Microscopes	100,000/-
	ii) Lab. Consumables and Chemicals	150,000/-
C	Computer Peripherals	
	i) 1 No. Scanner	10,000/-
	ii) 2 No.s of Laserjet Printers	$10,000 \times 2 = 20,000/-$

ii) DAC further resolved to recommend servicing and repairing (including replacement of parts if any) for the Nikon Eclipse 200, Leica DM 750 P TL+RL and Leica DM 750 P TL+RL with camera within the allocated budget of Rs 1.0 L following the established rule in this regard. The members considered the matters as urgent since it is affecting day to day class activity.



iii) DAC recommends the list of consumables (annexures-I to V) worth Rs 1050 Lakhs for procurement following the established purchase rules of the University.

A. S.  
17/12/19

Chairman, DPC





DEPARTMENT OF EARTH SCIENCE  
ASSAM UNIVERSITY::SILCHAR

NO.AU/ESC/47/2013/1358

Date: 07/02/2017

NOTIFICATION

A meeting of DAC will be held today i.e. 07.02.17 at 3:00 P.M. in the office chamber of the undersigned to discuss the following agenda:

- a) Purchase of items out of course fee
- b) Ph.D. & M.Phil Syllabus

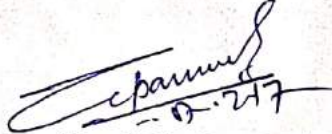
All the members of DAC are requested to make it convenient to attend the meeting.

(Prof. N. Pandey)  
Head of the Department

NO.AU/ESC/47/2013/1358  
**Copy to:**

Date: 07/02/2017

- 1. All the concerned members of DAC
- 2. Office File

  
(Prof. N. Pandey)  
Head of the Department



A meeting of DAC was held on 7<sup>th</sup> February, 2017 at 3:00 pm in the office chamber of the head, Earth Science to discuss the following agenda items:

- a) purchase of items out of course fee
- b) PhD & MPhil syllabus (course work)

Members present:

1. Prof. N. Panday - *[Signature]*
2. Dr. M. F. Hussain - *[Signature]*
3. Dr. K. K. Singh - *[Signature]*
4. Dr. Urbashi Sarkar - *[Signature]*

Resolutions:

1. It was decided to procure / purchase the following items out of course fee, 2017 items;

- a) projector (1)
- b) steel racks ~~(5)~~ (4)
- c) printer (1)
- d) pen drive (02)
- e) previously committed expenditure. Rs. 8700 (appx).

2. In regards to agenda item 2, it was ~~unanimously~~ unanimously resolved to structure the PhD & MPhil course work syllabus to be passed through ~~BGS~~ BPGS and school board before 77<sup>th</sup> academic council meeting.

The meeting ended with vote of thanks from to and fro from the chair.

*[Signature]*  
07.2.17.





DEPARTMENT OF EARTH SCIENCE  
ASSAM UNIVERSITY::SILCHAR

Date: 31/01/2017

NO.AU/ESC/47/2013/1350

**NOTIFICATION**

This is for the information of all concerned that a meeting of DAC will be held on 3<sup>rd</sup> Feb, 2017 at 1:00 P.M. in the office chamber of the undersigned to finalise and approve list of laboratory consumables to be procured out of Rs. 5.00 Lakh fund allocation received vide letter No. AUF/804/2016-17/3318; Dt 30.01.2017.

All the members of DAC are requested to make it convenient to attend the meeting.

(Prof. N. Pandey)  
Head of the Department

Date: 31/01/2017

NO.AU/ESC/47/2013/1350


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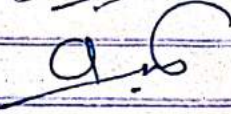
1. All the concerned members of DAC
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(Prof. N. Pandey)  
Head of the Department

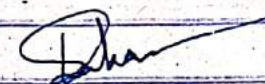


A meeting of Departmental Affairs Committee (DAC) was held on 3rd February' 2017 at 1:00 pm in the office chamber of the Undersigned to approve and finalise list of Laboratory Consumables to be procured out of Rs. 5.00 Lakhs allocated by Hon'ble Vice Chancellor. AUS. Uide No. AUF/804/2016-17/3318  
The following members were present: dtd. 30/01/17

1. Prof. N. Pandey -   
03.02.17

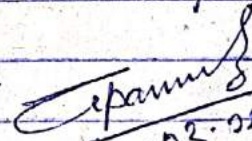
2. Dr. M.F. Hussain - 

3. Dr. Ksh. K. Singh - 

4. Dr. U. Sarkar - 

### Resolution:

The D.A.C discussed and unanimously resolved to purchase Laboratory Consumables (attached at Annexure-I) needed urgently for smooth conduct of the academic programme of the department.

  
03.02.17



A departmental Committee meeting was held on 11/04/16 at 3:30 PM. The following members were present:

1. Prof. N. Pandey - Chairman  
11/04/16

2. Dr. K. K. Singh - Member

3. Dr. M. F. Hussain - Member

The following issues were discussed and resolved:

1. Regarding the criteria for admission into M.Sc. (A. Geology), the eligibility of candidates will be BSc with Hons in Geology.

2. Fee for fieldwork issue is discussed and resolved to keep it as it is for one more year.

3. Research scholars will be assigned classes against palaeontology and stratigraphy in the next semester starting from July, 2016.

4. Prof. R. A. Choudhary and Prof. B. P. Dhar of Manipur University and Guwahati University are opted as External examiners for conducting Practical Examination of the current Even Semester Exam.

The meeting ended with vote of thanks and from the chair.

11/04/16  
Head





DEPARTMENT OF EARTH SCIENCE  
ASSAM UNIVERSITY::SILCHAR

No. AU/ESC/23/2013/973

Date: 05/03/2015

NOTIFICATION

An emergent Departmental Affairs Committee meeting will be held on 05.03.2015 at 1:30 P.M. in the office chamber of the Head of the Department.

Faculty members are requested to kindly make it convenient to attend the same.

(M. F. Hussain)

Head of the Department

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- ✓ 1. Faculty Concerned
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(M. F. Hussain)

Head of the Department



Journal A Departmental Affairs Committee Meeting  
(Emergent) was held on 05.03.2015 in the  
Office Chamber of the Head of the  
Department.

The following members were present in  
the meeting:

1. Prof. N. Pandey
  2. Mr. K. K. Singh
  3. Mr. M. F. Hussain
- 05.03.15  
05.03.15  
05.03.15

The following resolutions were adopted:

Item from the Chair: The requirement  
of the non-teaching staff in the  
Department to be assessed and reported  
to Registrar on or before 10<sup>th</sup> March, 2015  
for sanction of additional post by UGC.

This has reference to the Communication of  
Registrar vide no. AUR/21-1/2015/5833 dated  
04.03.2015.

After threadbare discussion and  
evaluation of workload in the Dept.  
all the members Unanimously resolved  
to propose the <sup>requirement</sup> following NTA staff positions  
for the Department:

1. L.D.C. : 01 (one)
2. Steno : 01 (one)

Item no: 2: Enhancing the Course fee and  
Study Tour/ Industry visit fee.

It was unanimously resolved to  
enhance the Course fee and Study Tour/  
Industry visit as detailed below:



1. A. Course fee - Rate £ 2500 Proposed £ 3500  
 Present : £ 2500  
 2. Study Tour/ Industry visit - Present : £ 2000 Proposed £ 5000

The meeting ended with a vote of thanks  
 to and from the Chair

Signed  
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