

A departmental affairs committee (DAC) meeting was held on 27/1/2016 at 1.00 P.M to discuss certain academic and administrative matter of the department.

Members present.

1. Prof. Jayashree Rout - Date 27/01/2016
2. Prof. Ashesh Kumar Das - Date 27/1/2016.
3. Prof. Parthasar Choudhury - Date 27/1/16
4. Prof. Miltra Dey - Monday 27/1/16
5. Aparajita De - Date 27/1/16
6. Dr. Ajit K. Das - Date 27/1/16.

Minutes of DAC meeting held on 27/1/16 at Conference Hall of the Department.

(1) ~~Syllabus~~ - The meeting ^{was} discussed about distribution of syllabus.

(2) Regarding the shifting of paper on Environmental ethics (ECQ-203 new) and redistribution of the syllabus. First half of Unit-III of ECQ-203 is ready to shared by Prof. Jayashree Rout.

MD - 1 Unit (4th Sem)

MD - 1 Unit (2nd Sem)

The first half of Unit III of ECQ-203 is being take by Prof. P. Choudhury.

(2) Consumable expenditure - The meeting decided to hold ^{DPC} meeting for the same on 28th Jan, 2016. It has been compiled by Dr. Panna Deb and Dr. A. Naik. The list of Consumables have been placed in the DAC meeting. The total amount is 4,87,00.

(1) Glasswares - 72 items. (2) Plasticwares - 11 items

(2) Chemicals - 95 items.

(3) Misc - 62 items.

A total of 240 items were placed in the meeting.

(3) Related to Prof. B K Dutta's release. His sitting room, one laboratory and culture room is lying vacant. Prof. Dutta's room lying vacant will be occupied by Prof. J. Rout. The microbial repository room and culture lab. will be kept for departmental purpose for operation of microbial ecology related research work and practicals. Prof. J. Rout's room and the laboratory will be available to the incumbent Professor who will occupy these two rooms. Some of the equipments from the laboratory will be shifted to the M. Sc. general laboratory if required.

(4) The date of the first internal exam was fixed on 18th, 19th, 22nd and 23rd Feb, 2016. Second internal date was fixed at 15th March, 16 to 18th March, 2016. The third internal was fixed for 8th April, 16 and 11th - 13th April, 2016.

(5)

1st internal	-	ECG-205	-	SG/TD
2nd "	-	" "	-	JR
3rd "	-	" "	=	AG/MD

(6)

1st. internal	-	ECG-206	-	AKD
2nd. "	-	" "	-	AJN/AD
3rd "	-	" "	-	PD/AD

The DAC meeting is held on 22.03.2016 in the conference hall of the department.

Members present :

1. Prof. Jayashree Rout — ~~22/03/2016~~
2. ~~S. D. C. Ray~~ — ~~22/3/16~~
3. Prof. Mithera Dey — ~~22/03/2016~~
4. Abhik Gupta — ~~22/03/2016~~
5. Ashesh Kumar Das — ~~22/3/2016~~
6. Ajit K. Das — ~~22/3/16~~
7. ~~8.~~ — ~~22/03/2016~~
8. Aparajita De — ~~22/3/16~~
9. Tapati Das — ~~22/3/16~~
10. Anurajyoti Naha — ~~22/3/16~~
11. Parma Deb — ~~22/3/16~~

The meeting began with a welcome note from the Chairperson & HOD

1. Ph. D. research case.
 - (a) Final registration of Ph. D. — 5 nos.
 - (b) Ph. D. Extension — 10 nos. 1 year extension after 4 years
 - (c) M. Phil Extension — 1 no.
 - (d) Re-registration — 1 no. (D. Raba)

2. Final Registration form of Muzi to be signed by Supervisor - Dr. Hiralajoti Singh.

3. Ph. D. awarded after Sept. 2015 - ~~20~~ 20 nos.

4. Pre-Submission Seminar -

5. Modification of Title of Ph. D. Thesis - 5 nos.

6. Course fee & Laboratory fee - Deposited by the Students I & III Semester and Ph. D / M.Phil to be utilized by 31st March, 2016.

Total = 2 lakhs 20 Thousand

Expenditure -

Alminah, LCD Projector - Rs. 1 lakh.

Remaining 1 lakh to be spent

Suggested - Spectrophotometer -

AC for Networking Room

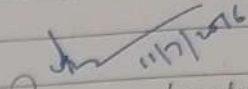
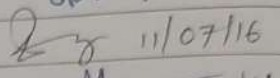
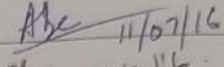
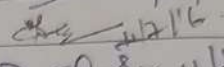
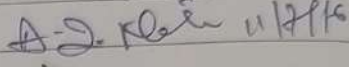
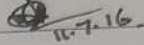
Antivirus for Laptop.

7. SPSS from DST - FIST to be installed

8. A suggestion for Seminar from Prof. S. K. Jain was resolved to hold the seminar in the month of Jan / Feb, 2017 and to be discussed in later date

A meeting of the members of Admission Committee was held on 11/07/2016 at 3PM in the conference Hall of the Dept.

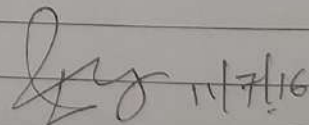
Following members were present;

- I) Prof. Ashesh Kr. Das -  11/07/16
- II) Prof. P. Chondhery -  11/07/16
- III) Dr. A. De -  11/07/16
- IV) Dr. Tapati Das -  11/7/16
- V) Dr. A. J. Nath -  11/7/16
- VI) Dr. Ajit Kr. Das -  11/7/16

The following resolutions have been adopted;

- I) It was resolved that personal interview will be held on 19/07/16 during second half in two parallel halls and on 20/07/2016 in three parallel hall. Faculties present on the respective date(s) will be allotted rooms for personal interview on the dates depending on the situation.
- II) The answercripts of written test will be proposition evaluated by all the faculties, and this will be completed by the forenoon of 20th July, 2016.

The meeting ended with thanks.

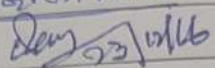
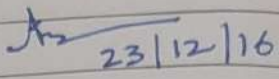
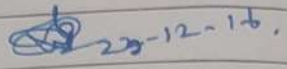
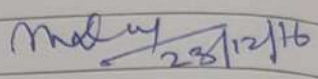
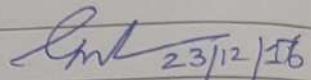
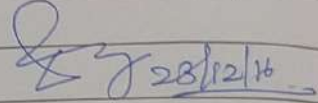
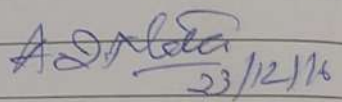
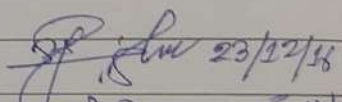
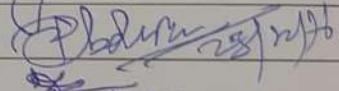
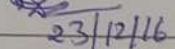
 11/7/16

(Prof. P. Chondhery)

Head/c 2 1

Co-ordinators,
Departmental Admission
Committee.

Members present in the DAC meeting held on 23/12/2016 in the Conference Hall of the department. Following are the members present.

<u>NAME</u>	<u>SIGNATURE.</u>
1. D C Ray	 23/12/16
2. Ashesh Kumar Das	 23/12/16
3. Ajit Kumar Das	 23-12-16.
4. Mithra Dey	 23/12/16
5. Abhik Gupta	 23/12/16
6. Parthankar Choudhury	 28/12/16
7. Arun Jyoti Naha	 23/12/16
8. HILLOL JYOTI SINGHA	 23/12/16
9. Parna Deb	 23/12/16
10. Tapati Das	 23/12/16

The meeting discussed and resolved the following:-

Agenda-

- ① The minutes of the last DAC meeting dtd. 5/12/16 were read out and confirmed the same.
- ② Choice based paper ECQ-203 from other dept. a total no. of 38 seats will be offered. Rest some candidates will be kept in the wait list.
- ③ Selection criteria will be based on first cum first basis.

③ Regarding Environmental Chemistry paper ECG-402 in fourth Semester, Centre for Soft Matter, Dept. of Chemistry will be requested to take charge, otherwise university administration will be requested to provide a guest faculty. If both the options fail, the matter will be discussed among the faculty members and the syllabus may be divided among the faculties. The syllabus may be divided however research scholar who has been awarded Ph.D based on Chemistry will be requested to cover the syllabus.

④ Regarding the TA of Prof. Chetty who came to dept to conduct practical exam, the travel route of Manipal to Guwahati that was travelled by private airlines. P.O. will be requested to process the TA bill excluding this route.

⑤ Owner of Segma Sales and Chandna Drugs will be requested to come to the dept. on 30/12/2016.

Any other Items.

⑥ 20 nos. of desk and chair will be requested to P.O. with respect to the letter received from Administration.

⑦ Regarding SAP, UC & SE (2015-16) is in final stage of preparation.

⑧ Prof. Mitima Dey and Dr. Ajit K. Das has been given responsibility to compile the list of students for special paper.

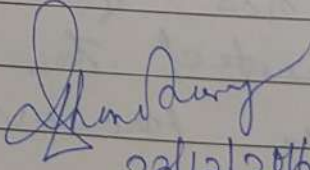
⑨ Prof. Amit Dantnis, Haliwa University, Israel, Pollination biologist

Who is visiting India, during February may be invited to Assam University to conduct a workshop. For this purpose, university authority will be requested to approve him TA and stay in the A. U. Guest House.

(10) Furnitures for the guest room will be requested to administration.

(11) In pursuance of the Agenda No. 3 of DAE meeting held on 10/11/2016, the HOD, placed a tentative budget of Rs. 85,000/- As HOD can draw advance of Rs. 1,00,000/- and from HOD's pocket Rs. 14,778/- was already spent for 'Wildlife Week' celebration in the Deptt. on 5/10/2016. Hence, it was decided that -
(i) HOD may pursue for release of Rs. 14,778/- and (ii) the tentative budget for Rs. 85,000/- was approved in the meeting.

The meeting ended with thanks to and from the Chair.


28/12/2016
(Head, Ecology)