

DEPARTMENT OF LIFE SCIENCE & BIOINFORMATICS
ASSAM UNIVERSITY::SILCHAR

Dt.10.11.2016

The first meeting of department of life Sc. & Bioinformatics was held on 09.11.16 at 2.00 pm in the HoDs office.

The following members were present in the meeting.

1. Prof. S.K. Panda
2. Prof. M.Dutta Choudhury
3. Prof. S. Giri
4. Dr. A. Giri
5. Dr. S. Kumar
6. Dr. A.D. Talukdar
7. Dr. M. Bawari
8. Dr. H.K. Prasad
9. Dr. A. Borah
10. Dr. D. Bhattacharyya

The minutes of the meeting:

The HoD discussed about the upcoming Odd semester examination of Dec.2016. He discussed the progress in preparing the theory examination invigilation duty allotment and requested to provide the name of the external examiners for conducting practical examination. Matters related to setting of questions for arrear papers (old course) has also been discussed. HoD took note of the progress in syllabus completion as the end semester examination is approaching and also requested the faculty members to ensure 100% classes.

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

Janeen
11/11/16
Borah
11/11/16
Head
11/11/16
D. Bhattacharyya
11/11/16

S.K. Panda 10/11/2016
Prof. S.K. Panda
Head
Dept. of Life Sc. & Bioinformatics
Department of Life Science
Assam University, Silchar

Minutes of the DAC meeting held on 21/12/2016.

The following faculty members attended the DAC meeting held on 21/12/2016 in the office room of HOD, Life Science & Bioinformatics, AUS and the resolutions are listed below:

1. Prof. Sanjib Kumar Panda- Head
2. Prof. Devasish Kar
3. Prof. S. Giri
4. Dr. A.Giri
5. Dr. Meenakshi Bawari
6. Dr. ~~S.K. Punya~~ Sanjeev Kumar
7. Dr. A.Das Talukdar
8. Dr. Debjyoti Bhattacharya
9. Dr. Himanshu Prasad
10. Dr. Shubhodeep Roychoudhury

HOD informed the house about some of the decisions taken in meeting of all Heads of the departments of the university and informed about the recent notification from the COE , that end semester result should be declared within 30 days of the examination. It was also informed that no leave should be approved during the examination period as suggested by the authority.

Resolution -1

Dr. Himanshu Kishore Prasad is given the responsibility of conducting the PhD admission test for 2017.

Resolution -2

Proposal for utilising course free amount of Rs. 1 lakhs within July 2017, has been placed before the faculty members and discussed. All faculty members agreed that the course fee amount should be utilised for the augmentation and betterment of department facilities.

Resolution -3

All faculty members resolved that, all non-repairable instruments may be trashed /auctioned. Proposal may be prepared for that.

Resolution -4

Sanjib
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during the revision of the syllabus in 2015 and emphasized on re-revision of the present syllabus.

Resolution -8

It is resolved that department shall organise special lectures by inviting both our internal as well as experts in and around Cachar from inter-disciplinary areas.

Resolution -9

Dr. Anupom Borah is given the responsibility of compiling the internal marks and attendance of the students for the upcoming semesters.

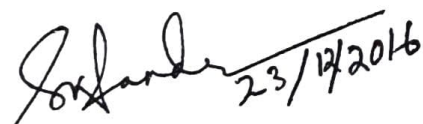
Resolution -10

Syllabus was distributed among the faculty members. Dr. Meenakshi Bawari was given the responsibility of preparing the routine for upcoming even semesters. It was resolved to appoint a faculty course In-charge of a particular paper. The In-charge will be responsible for co-ordinating the timely and full completion of the particular paper along with conducting time bound internal exams and display of marks.

Resolution -11

It was resolved by the house that external practical examiners may be requested to deliver talks to students and an honorarium of Rs. 1000/- may be given from course fees . An approval for the same may be sought by HOD in this regard.

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


23/12/2016
Head



Department of Life Science & Bioinformatics

Copy to:

1. P.S. To Vice Chancellor, AUS for VC's kind information

2. Registrar, AUS

3. F.O., AUS


6-1-17


YC



