



ASSAM UNIVERSITY: SILCHAR
DEPARTMENT OF LIFE SCIENCE & BIOINFORMATICS

The Chairman welcomed all the faculty members present in the DAC meeting held on 12/02/2019 and discussions were made on Course Fee allocation and Consumable items.

The following members were present.

1. Prof. Sanjib K. Panda, Head of the Department
2. Dr.M.Bawari
3. Dr.D.Bhattacharyya
4. Dr. A.D.Talukdar
5. Dr.H.K.Prasad
6. Dr. S .Roychoudhury

Resolutions:

1. Course Fee allocation :

HOD informed the members about the total fund available from the Course fee for the current session. It was unanimously decided that out of total available fund 20% will be kept for meeting up contingency needs of the HOD office and rest 80% will be utilized for renovation of 1st semester class room. Tentative item wise budget for the same was presented and it was accepted by the members (Tentative proposal attached). Dr. Anupam Das Talukdar is entrusted to take care of the whole process of purchase related matters from course fees as per financial procedure of Assam University.

2. Consumable Items:

HOD placed the matter related to submission of proposal in connection with consumables requirements by the departments if any. All the members discussed on this issue and resolved that proposal for a reasonable budget (approx. 10Lakhs) be submitted to the authority for kind consideration. It was discussed & unanimously decided that 30% of the approved consumable fund be utilised for MSc general practicals & 70% be distributed equally among all faculty members.

Vice-Chancellor
Date: 21/2/19

Dr. S. Roychoudhury may look into consumable purchase in case of approval. to be done before 31st march as per financial procedure of Assam University.

3. HOD informed that with his continuous effort since August, 2018 Sum of Rs. 2.5 Lakhs have been approved by authority for buying consumables solely for MSc classes of Department of Life Science and Bioinformatics. DAC appreciated & accepted the same and forwarded to DPC.
4. The proposal for upgrading the M.Sc General (1st and 2nd Sem) to ICT classroom given by HOD since last Dec, 2018 was discussed & if finally approved, the ICT classroom may be done for M.Sc. General (1st and 2nd Sem) as per GFR procedures. DAC unanimously agreed to the same. Dr. A. Das Talukdar has volunteered to take up the work on behalf of the department.
5. Dr. H. K. Prasad agreed to remain as Internal test Compiler for this Even Semester, 2019.
6. HOD requested members to arrange RAC if there is any due for title registration before ensuing DRC & BPGS.

The meeting ended with a vote of thanks.


(Prof. Sanjib K. Panda)
Head, Deptt. Of Life Sc. & Bioinformatics

Dated: 12.02.2019

No.F.72/AULS/2019

Copy to:

1. PS to VC for kind information of VC.
2. The Registrar, AUS
3. Faculty Members, Deptt. of Life Sc.& Bioinformatics, AU.


(Prof. Sanjib K. Panda)
Head, Deptt. of Life Sc.& Bioinformatics