

Department of Life Science & Bioinformatics
Assam University, Silchar

Minutes of the DAC meeting held online on 28August,2021 at 4.30 pm.

Members present:

- | | |
|--------------------------------|---------------|
| 1. Prof. Sarbani Giri (H.O.D.) | : Chairperson |
| 2. Prof. Anirudha Giri | : Member |
| 3. Dr. Sanjeev Kumar | : Member |
| 4. Dr. Suchismita Das | : Member |
| 5. Dr. Debjyoti Bhattacharyya | : Member |
| 6. Dr. Anupam Das Talukdar | : Member |
| 7. Dr. Anupom Borah | : Member |
| 8. Dr. Himanshu Kishore Prasad | : Member |
| 9. Dr. Subhadeep Roy choudhury | : Member |
| 10. Dr. Suvasish Choudhury | : Member |

At the outset the Chairperson welcomed all the members joining the meeting online through Google Meet. The members discussed various matters related to the department prior to the NAAC visit and resolved the following:

Resolution 1: On matters of department funds:

The members were informed that the expenditures for the impending NAAC visit preparation is to be done by using the Annual/course fees heads. The DAC resolved to approved Rs 30,000 for the purpose of expenditure for NAAC preparations.

Resolution 2: On matters of students' feedbacks for the course:

The student's feedback for the second and fourth semester courses were shared by the chairperson. The feed backs were analyzed critically citing all the points. It was also observed that that the feedback does not represent the entire semester teaching. In the feedback report the courses which have been shown with less number of classes are infect covered with adequate number of classes during later periods. Therefore, it was felt that the student's feedback on curriculum and teaching should be obtained as close as possible to the start of the end semester examinations.

Resolution 3: On matters of the revision of fee structure

The course fees re-structuring committee shared their recommendations for the change in the fee structure with effect from the current academic session. The overall changes in fee structure which is at par with other sister departments of School of Life Sciences. The DAC approved the proposed changes in the fee structure and recommended to forward the same to the competent authority for consideration.

Resolution 4: On matters of the department syllabus modifications:

The syllabus modifications and introduction of new courses done in 2020 was discussed and noted in the DAC. The DAC unanimously decided that the modifications done in the syllabus will open new research directions and potential job opportunities for the students. The syllabus now has separate project component and is delinked from the special paper.

This has ensured that all faculties can guide students in more than 12 sub-disciplines of life sciences.

The special paper will have an integrated practical directly linked to the theoretical aspects, thus benefiting the stakeholders. Similarly, the PhD syllabus was overhauled to incorporate UGC guidelines and disciplines researched in the department. These modifications certainly will prepare our students for better understanding of subject, and preparing for new job opportunities.

Resolution 5: On matters of the preparedness of faculties for the NAAC team visit:

The chairperson apprised the members about different aspects of the preparations to be done at individual along with the departmental levels for the NAAC peer team visit. It was resolved that the faculty members should take care of their respective laboratories and sitting facilities in the department. The members decided that regular visit to the department and interactions with the non-teaching staffs, research scholars and students should be increased. The laboratory safety, cleanliness, research scholar attendance, waste disposal must be taken care.

The publication records, books, and other hard copies of academic activities should be available with the members. The faculty members are requested to share hard copies of 5 best publication from year 2015 till date to Dr. A. D. Talukdar

Resolution 6: On matters of the remedial coaching classes:

The DAC decided that the coordinator of the departmental remedial coaching classes should interact and get the opinion of PG students. The student's feedback for the remedial classes to be recorded.

Resolution 7: On matters of the faculty profile:

A new faculty profile of the department was circulated and approved.

Resolution 8: On matters of the Herbarium and Museum facilities:

The care of the departmental museum facility will be taken up by Prof. A. Giri while Dr. D. Bhattacharyya is looking after the herbarium facilities.

The meeting ended with a note of thanks from and to the chair.




30-08-2021

(Prof. Sarbani Giri)

Head of the Department &
Chairperson, DAC

Copy to:

1. P.S. to VC for kind information of the Honorable Vice-Chancellor
2. Registrar/Finance officer for kind information about the proposed changes in fee structure (Resolution No. 3)
3. All the members of the DAC
4. File for record



30-08-2021

(Prof. Sarbani Giri)
Head of the Department &
Chairperson, DAC