



DEPARTMENT OF STATISTICS
ASSAM UNIVERSITY, SILCHAR

AU/STAT/DAC/Minutes/54

Date: 8th April, 2024

MINUTES OF THE 54TH MEETING OF DEPARTMENTAL AFFAIRS COMMITTEE (DAC) HELD ON 8th APRIL, 2024 AT 1.15 P.M.

Following members were present:

1. Prof. Dibyojyoti Bhattacharjee	Chairman
2. Dr. Rama Shanker	Member
3. Dr. Tanusree Deb Roy	Member
4. Dr. Jonali Gogoi	Member
5. Dr. Vivek Verma	Member

The Chairman welcomed all the members to the 53rd meeting of the Departmental Affairs Committee (DAC) of the Department of Statistics, Assam University.

The agenda of the discussion was circulated before the meeting. The discussions were held as per the agenda items. After discussion the following resolutions were taken.

Agenda1: Application received from student for medical leave

The chairman informed the house that a student named Ms. Kristina Baruah from second semester has applied for medical leave due to fracture in her leg. She submitted all supporting documents along with her application.

Resolution:

The members of the house decided that, given her medical condition she will not be able to sit for the first internal exam, so she may be asked to appear for the second and third internal tests. If her marks in the second and third internal are not satisfactory then she may be asked to submit some assignments or may be asked to appear in a special internal exam, arranged for her to improve her performance.

Agenda2: First Internal test of Second and Fourth semester

The Chairman informed the house about several holidays and General election in the month of April. Accordingly after discussion the following dates were finalized.

Resolution2:

The first of second and fourth semester are to be held on the following dates:

Paper		First Internal Dates
551	651	22.04.24
552	652	23.04.24
553	653	24.04.24
554	654	29.04.24
555		30.04.24
556		01.05.24

Agenda 2: Departmental purchase related matters

The teachers and research scholars of the department placed their demand for different furniture items and for office maintenance some consumable items are also required.

Resolution:

The house discussed on the items both consumable and assets that need to be purchased for smooth functioning of the department and decided on the following items. The rates for the same were collected from the GeM portal.

Asset items:

Item	Quantity	Price per unit	Total Amount
1. Executive Computer table (QS-115)	1	8700	8700/-
2. Executive Computer table (Table 425)	5	6730	33650/-
3. Revolving Chair	1	11000	11000/-
Total			53350/-

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Consumable items:

Item	Quantity	Rate (in Rs)	Total Amount
1) Large Scale	5 Numbers	20	100/-
2) Marker Pen	10 (5 black and 5 blue)	30	300/-
3) Marker ink	20 (10 black and 10 blue)	35	700/-
4) Register	5	135	675/-
5) Attendance Register	10	175	750/-
6) Cellotape Small	10	25	250/-
7) Cellotape large brown	20	55	1100/-
8) Cellotape large white	10	65	650/-
9) Cellotape medium	10 numbers	45	450
10) Cellotape stand medium	1	200	200/-
11) Ink of Stamp Pad	5	45	225/-
12) Paper Cuter	10 numbers	30	300/-
Total			5700/-

The Departmental Office may take further necessary steps leading to purchase of the same from the Departmental Course Fees.

Agenda 3: Any other matter

- (a) The Chairman appraised the house about the post facto approval of paper setting which was not approved by Honourable Vice Chancellor for the Odd End Semester Examination. As the matter was not approved for sending the list after the Examination was over so the Chairman offered if he would initiate the payment from his side.

Resolution: The members expressed their disagreement to the proposal.

- (b) The Chairman apprised the house that the collection of the Centre Fees is so meager owing to the less number of students, that no amount is left to the Center in-charge after paying all the bills for the invigilation duty, stationery and office staff. In the last two occasions the Center-in-charge did not take any remuneration.


Resolution: The members expressed that the remuneration for the invigilation duty may be decreased by a small amount so that the Center in-charge may be paid some remuneration.

ABH

As there was no other matter to discuss so the meeting ended with thanks from and to the chair.


(Prof. Dibyojyoti Bhattacharjee)


(Dr. Rama Shanker)


(Dr. Tanusree Deb Roy)


(Dr. Jonali Gogoi)


(Dr. Vivek Verma)