

W/PA/chem/154

2nd July 2015

A DC meeting will be held on 09.07.15 at 2:00 PM at HOD office to discuss the following agenda

- Agenda :
- ① Formation of Departmental IQAC.
 - ② Departmental faculty member selection for merged scheme.
 - ③ List of National/Regional Chemistry journals to be submitted to IQAC.
 - ④ To nominate the names of two faculty members who will act as Head in absence of HOD/Teacher-in-Charge of the department.
 - ⑤ Miscⁿ.

1. S. Das
2. H. Chandra
3. S. Ray
4. Somnath
5. ~~_____~~
6. S. Das 02/07/15
- 7.

9th July 2015

W/PQ/Chem/154

Members present :

1. Date: 9.7.15
2. H. Chandra 9/7/15
3. S. Ray 9.7.15
4. J. Manjari 9/7/15
5. ~~_____~~ 9/7/15
- 6.
- 7.

HOD took the chair.

The following resolutions are taken unanimously -

- ① In reference to the letter W/IQAC/126/15 dt. 2.7.15 Departmental unit of IQAC is formed and its Constitution is the following -
 - (a) HOD / TIC will act as the Secretary of the unit
 - (b) Prof. Braja Gopal Bag, Professor, Dept of Chem. & C.T.
 - (c) Mr. Swapan Kr Jena, Ph.D student (fulltime)
- ② Dr. Subal Chandra Manna will act as the Departmental coordinator, UGC Merged Scheme, VII.
- ③ List of Regional/National Chemistry Journals to be sent to Director, IQAC are as following -
 - (a) Journal of Chemical Science
 - (b) Resonance
 - (c) Pramana
 - (d) Indian Journal of Chemistry: Sec-A and Sec-B.
 - (e) Journal of Indian Chemical Society
 - (f) Indian Journal of Physics.

(4) In absence of HOD/TIC the following faculty members will act as HOD ^{per} their seniority and availability. The seniority given is given below -

(i) Prof. Braja Gopal Bag, Professor.

(ii) Dr. Ajay Kr. Misra, Associate Prof.

At the Organic Chem. Lab, (at old Science Building) which is under ^{renovation,}

(5) The number of windows should be increased to the maximum possible number to maintain the healthy atmosphere of the laboratory.

(6) A desktop computer has to be purchased urgently from DST-FIST grant of the department to interface with 400 MHz NMR machine.