



VIDYASAGAR UNIVERSITY
DEPARTMENT OF BOTANY AND FORESTRY
 MIDNAPORE-721102: WEST BENGAL

Notice

22.01.2019

A department committee meeting will be held on 28.01.2019 at 12.30 pm in the chamber of HOD to discuss on the following matters. Faculty members are cordially requested to be present in the said meeting.

Agenda:

1. Confirmation of the proceedings of the last meeting;
2. Preparation for ensuing NAAC visit;
3. Field visit for M.Sc. 2nd and 4th Semester students;
4. Matter regarding departmental instruments;
5. Miscellaneous.

Rarmalan
 22.01.2019

Teacher-in-charge
 Department of Botany & Forestry
 Vidyasagar University
 Midnapore-721102

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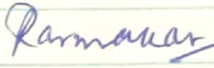
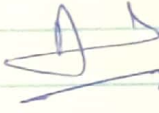
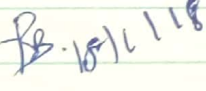
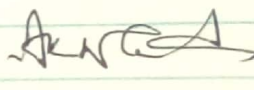
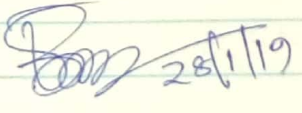
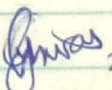
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22/1/19

A departmental committee meeting was held on 28.01.2019 at 12.30 p.m. in the chamber of HOD.

Following members were present:

1. Dr. P. Karmakar (Teacher-in-charge) -  28/01/19
2. Prof. A.K. Mondal -  28/01/19
3. Mr. R.K. Bhakat  28/01/19
4. Dr. A.K. Nandi -  28/01/19
5. Dr. D. Banerjee -  28/01/19
6. Dr. N. Banerjee - Absent
7. Dr. G. Biswas -  28/01/19

Resolutions of the meeting held on 28.01.2019 in the chamber of HOD.

1. Resolutions of the meeting held on 10.12.2018 in the chamber of HOD were confirmed.
2. HOD informed the committee that resolutions of the Departmental committee meeting, PhD committee meeting, Teacher-student committee meeting have been uploaded at the university website.
3. Faculty members are requested to update their faculty profile and log books (regarding classroom teaching & other activities) by 05.02.2019.
4. Faculty members are also requested to use smart class rooms (through online booking system) during teaching.
5. Regarding waste disposal, the biodegradable materials will be deposited in two pits nearer to the dept. of Botany and will be used alternately. However, for hazardous and non biodegradable materials, the waste materials will be deposited at the specified area marked by the university.

6. Matter regarding field visit for M.Sc. 2nd and 4th semester students, the following programmes were proposed by the teachers.

Time	Name of the participating Faculty members	Year of Students	Destination	No of days
February-March, 2019	Mr.R.K.Bhakat & Dr. P.Karmakar	2 nd Sem [Paper Bot 296.2]	Jhargram & Gopiballabhpur	One night & two days
April 2019	Prof. A.K.Mondal	2 nd Sem [Paper Bot 295.1] & 4 th Sem [Paper Bot 495-Taxonomy spl]	Will be informed later	Will be informed later
March-April, 2019	Dr. P.Karmakar	2 nd Sem [Paper Bot 296.2] & 4 th Sem [Paper Bot 495-Palynology spl]	Asansol-Raniganj adjoining areas or Rajmahal Hill, Jharkhand	2 nights 3 days
March-April, 2019	Dr. D. Banerjee	4 th Sem [Paper Bot 495 - Microbiology spl]	Kolkata/Kharagpur	1 night 2 days
March-April, 2019	Dr. G. Biswas	4 th Sem [Paper Bot 495 - Mycology spl]	Kolkata	1 night 2 days

7. Matter regarding departmental instruments, the following proposals were came:

- One bright-field trinocular microscope will be installed in the general laboratory. One camara is essential for that microscope for easy demonstration to the students. Regarding fund for the procurement of the camara, it will be discussed in the next meeting.
- The UV-spectrophotometer would be repaired.
- There is a necessity to install the Leica-Microtome to make it functional.

The meeting is ended with thanks to the chair.

Ranjan Kumar
28/07/2019