

To
The DC Members
Department of Microbiology

Date: 13.06.2022

Dear Sirs,

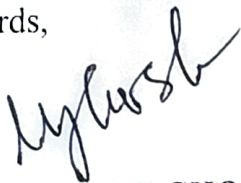
DC meeting will be held on 16. 6. 2022 at 12 noon on the following agenda:

Agenda:

1. Confirmation of resolution of last meeting
2. Planning to make newly allotted rooms operational
3. Institute visit
4. Miscellaneous

You are requested to attend the said meeting.

Regards,



(DR. NANDINI GHOSH)

TIC

Dept. Of Microbiology

Minutes of the Departmental Committee meeting of Microbiology held on 16.06.2022 at 12 noon

Members present:

1. Dr. Nandini Ghosh, TIC	<i>N Ghosh</i> 16.6.22
2. Prof. K.C. Mondal	<i>K.C. Mondal</i>
3. Dr. Suman K Halder	<i>S.K. Halder</i> 16.6.22

Dr. Nandini Ghosh, TIC, presided over the meeting.

The following resolution was taken unanimously:

1. The resolution of DC meeting dated 06.06.2022 is hereby confirmed.
2. The newly allotted rooms will be used for the following purposes --
Room no. 13 -- sitting and research laboratory of Dr. Nandini Ghosh
Room no. 15 - Instrument and research laboratory
Room no. 16 -- classroom and practical room for M.Sc. students
Room no. 17 -- HoD/TIC room and office with store
The requirements to make these rooms operational estimated by engineering section are approved by the DC. The bridge between Deptt. Of Microbiology and newly allotted rooms in New Science Building will be made operational.
3. The Institute visit of 2nd semester will be held on 21.06.2022 at Bose Institute. Dr.Nandini Ghosh and Mr. Tushar K Goswami will conduct the visit.
4. For preparation of internal academic audit report of 2020-21 TIC is requesting the faculty members to submit their details to the departmental IQAC co-ordinator.
5. DC proposed that 5 more classes of Dr. Shipra Roy are required to complete some untouched portion of the syllabus. DC requested TIC to do the needful.

N Ghosh
16.6.22

Room NO:- 13 (24 x 24) Sq. ft.

'T' Shaped aluminium Partition wall (full Ac)
2 Basin, minor repair and Painting
A.C. 01, Power Board - 06

(24 x 24) Sq. ft.

Room NO:- 15 Aluminium partition, 1/2 Glass 1/2 Ac
minor repair with Painting
Basin. 01, Power Board - 14, AC - 03

(24 x 50) Sq. ft.

Room NO:- 16 Aluminium Partition wall full Ac
minor repair, Pent

01 - Basin, 01 Sink (Lab.)
Power Board - 16, AC - 4

(24 x 12) Sq. ft. + (29 x 18) Sq. ft.)

Room NO:- 17, New Toilet, Aluminium partition
full ACP, minor repair, Painting
AC - 1, Power board - 03

Bridge :-

Breaking of wall, and built a gate, grill
the side wall of bridge (at least 4 ft)

Ad.

Nylosk
16.6.22

9/6/22