

Date: 20.05.2022

To  
The DC Members  
Department of Microbiology

Dear Sirs,

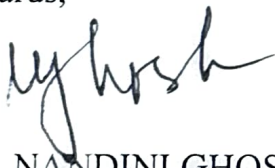
A DC meeting will be held on 23.05.2022 at 2.30 PM to discuss about the following agenda:

Agenda:

1. Confirmation of proceedings of last meeting
2. Discussion of student's feedback report of 2020-21 session
3. Formation of Departmental IQAC
4. Planning and estimation of cost for making the newly allotted rooms functional
5. Arrangement of invited lectures
6. Miscellaneous

You are requested to attend the said meeting.

Regards,



(DR. NANDINI GHOSH)

TIC

Dept. Of Microbiology

Minutes of the meeting of Departmental Committee of Microbiology held on 23.05.2022 at 2.30 PM

Members present:

1. Dr. Nandini Ghosh, TIC	<i>N Ghosh</i> 23.5.22
2. Prof. K.C. Mondal	<i>K C Mondal</i>
3. Dr. Suman K Halder	<i>S Halder</i> 23.5.22

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

The following resolution was taken unanimously:

1. The resolution of previous DC meeting is hereby confirmed.
2. Students' feedback report of 2020-21 is discussed critically for the academic improvement of the students.
3. Departmental IQAC has constituted with the following members:  
HoD/TIC  
Dr. Suman K Halder – Convenor  
Prof. Keshab C Mondal  
Dr. Nandini Ghosh
4. DC is thankful to the Hon'ble Vice Chancellor for the allotment of rooms (Room no. 13, 15, 16, 17). Further plan of action will be taken with the consultation of the engineer.
5. DC proposes the name of DR. Pradipta Saha, Associate Professor, Burdwan University for delivering 3 invited special lectures for the students of 4<sup>th</sup> semester.
6. Due to covid situation department is unable to spend total budgetary allotment of chemicals (Approx 70,000/- out of 1.7 lakhs) and instrument repairing (Approx 20,000/- out of 40,000/-) in the session 2021-22. DC requests TIC to submit a letter to the authority for reallocation of this unspent balance in the current financial session for the academic interest of the department.
7. Microbiology department has 2 computers in the classrooms which have very low configuration, therefore, creating problem in regular classroom teaching. DC requests TIC to do the needful in this regard.
8. In the 2<sup>nd</sup> semester curriculum biomathematics and bioinformatics constitute a major and emerging part of syllabus. For conducting theory and practical classes high end computer with specialized software are necessary. The departmental computer laboratory (formally BIF) is non-operational due to disconnection of internet and A.C.

DC requests TIC to take necessary steps at earliest in coordination with Dean of Science and Co-ordinator of BIF for the academic interest of the department.

9. DC noted that on the basis of application of Prof. A. K. Panda on 15.03.22 and Dr. Anirban Basu on 19.04.22 TIC approved the use of departmental UV spectrometer to their research scholars.

*Myllesh*  
23.5.22