

D.C. Meeting.

22/11/22.

Members present:-

- ① Prof. Debedas Ghosh 22/11/22
- ② Dr. Sandip Chattopadhyay 22/11/22
- ③ Dr. Chanda Mallick 22/11/22
- ④ Dr. Surajit Das 22/11/22

Agenda:-

- ① Confirmation of previous meeting.
- ② Purchase of chemicals.
- ③ Instrument repairing.
- ④ Routine - As per Norm.
- ⑤ Miscellaneous.

① Confirmation of the previous meeting.

② Departmental chemical purchase upto March 2023 the charge has been given to Dr. Chanda Mallick to look after the stream lining the due work and present work.

③ Instrument repairings from the approved fund, the charge has been given to Dr. Surajit Das to look after and process it.

④ All faculties are requested to accommodate the classes beyond their allotted classes

⑤ To fill up the guest teacher specially for 1st semester the following names are allotted in DC.

① Dr. Ananda Ghosh

① Ankita Ganguly, Nutrition.

② Dr. Suman Halder, Microbiology

③ Prof. Braja gopal Bag, Chemistry.

④ ~~Dr. Sandip Das~~

⑥ DC resolved that the following ^{are needed to} ~~the~~ list of instruments ~~that~~ ^{be repaired} for smooth running of the regular practical and research.

- ① Cold centrifuge
- ② Semi Auto Analyser.
- ③ Lyophilizer.
- ④ ELISA reader.
- ⑤ Rotary evaporator.
- ⑥ Electric balance
- ⑦ Autoclave
- ⑧ HEPA filter in laminar flow.
- ⑨ Refrigerator
- ⑩ -20°C refrigerator \rightarrow 40°C freezer

⑦ DC resolved that the ^{whole} wall of north side has been damped. Immediate repair is necessary. HOD will apply for that.

~~M.~~
22/11/22