

Proceedings of Academic and Administrative Committee of
Department of Human Genetics & Molecular Medicine
Held on 11-12-2019 at 10:15 AM

Ref no: CLPB/HGMM/19/532

Date: 11/12/2019

The meeting of Academic and Administrative Committee of Department of Human Genetics & Molecular Medicine was held on 11-12-2019 at 10:15 AM at HoD Office. The following members were present:

1. Prof. Anjana Munshi, HoD & Chairperson
2. Dr. Preeti Khetarpal, Assistant Professor
3. Dr. Sandeep Singh, Assistant Professor
4. Dr. Sabyasachi Senapati, Assistant Professor, Convenor

Following agenda was discussed in the meeting:

Agenda 1: Workload distribution for the Jan-June 2020.

Resolution: Workload for teaching hours (M.Sc and PhD coursework), M.Sc project work and PhD students were calculated as per the norms. Course co-ordinators were also nominated for each of the courses.

Agenda 2: PhD admission: Original document verification and interview schedule.

Resolution: Committee decided that Mr. Roshan and Dr. Sabyasachi Senapati will verify the original documents, and will be approved by all the faculty of the Department. Interview for PhD admission will be held at the HoD office from 11.30 onwards.

Agenda 3: Constitution of Departmental Interview Committee for the admission of PhD students.

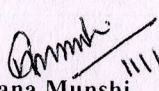
Resolution: It was decided that alongwith the Dean School as Chairman of the Committee, all the faculty members shall be part of the Departmental Interview Committee to make the process transparent.

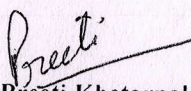
Agenda 4: Allocation of supervisor to students enrolled for PhD.

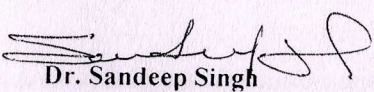
Resolution: Committee decided to follow the MHRD-UGC Notification on Minimum Standards and Procedure for Awards of M.Phil/PhD Degrees, May- 2016, for allocation of PhD supervisor for PhD in Human Genetics, and PhD in Molecular Medicine.

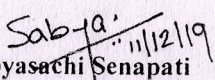
Committee decided to follow a roster constituted as per the clause number 6 (6.3) from January 2020 session onward:

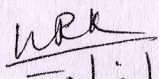
- (a) Supervisor will be allotted based on the ratio of students currently enrolled for PhD to total seats allotted to the faculty concerned (Professors: 8; Associate Professor: 6; Assistant Professor 4). Priority shall be given in ascending order of the ratio.
- (b) PhD supervisor shall be allocated on rotation basis based on the roster mentioned above under point number (a).

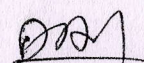

Dr. Anjana Munshi
Chairperson and Coordinator


Dr. Preeti Khetarpal
Assistant Professor


Dr. Sandeep Singh
Assistant Professor


Dr. Sabyasachi Senapati
Assistant Professor and Convenor

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