

AAC

CUPB/DAA/2018/317

Date: 01.11.2018

**Department of Applied Agriculture
Central University of Punjab**

Minutes of departmental meeting held on 01-11-2018 at 12-1pm onwards

Present

Prof. Anjana Munshi (officiating HoD) Chairman
Dr. Chidanand Patil
Dr. Khetan Shevkani
Dr. Yashi Srivastava
Mrs. Anupam

While welcoming the members Prof. Anjana Munshi briefed the members about the agenda items.

Agenda Item 1: Date-sheet for Synopsis presentation (ABM.599: Project Report of MBA) of supervisor Dr. C. Patil

Resolution: The Date-sheet of Synopsis presentation for the course ABM.599: Project Report of MBA (Agribusiness) Programme is finalized as Annexure I.

Agenda Item 2: Correction in timetable for course teacher of course code FST.508

Resolution: As per decision of AAC 03-10-2018 Microbiology Practical (Course code: FST.508; title: Lab-Food Chemistry and Technology) classes has been organized by Dr. Hemendra Yadav of department of microbiology so, the timetable revised for incorporation of his name.

Agenda 3: Recommendation of two students for lab maintenance.

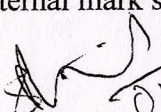
Resolution: It was finalized that the name of two students will be put up for earn while you learn scheme for maintenance of list of chemicals, glassware, equipment and invoice, bills, user manual files etc. of FST lab from Jan 2019 as no lab attendant is appointed till now.

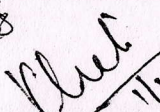
Agenda 3: Regarding end term examination of FST.555, FST.507, FST.553, FST.511.

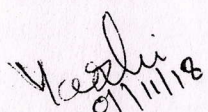
Resolution: It was finalized that a letter should be forwarded to COE to conduct end term examination of course code FST.555, FST.507 and FST.553, FST.511 at a same day and time as course content is almost similar.

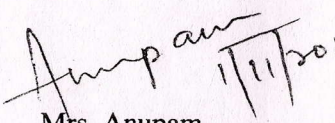
Agenda 3: Regarding compilation of internal marks of current semester.

Resolution: Prof. Anjana Munshi instructed to all faculty members to compile and prepare final internal mark sheet before 15 November 2018.


Dr. Chidanand Patil


Dr. Khetan Shevkani


Dr. Yashi Srivastava


Mrs. Anupam

Officiating HoD, Dept. Applied Agriculture