

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

**Minutes of the Departmental Meeting held on 25.01.2019 at 10:30<sup>am</sup> onwards**

**Present**

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

While welcoming the members Prof. Anjana Munshi briefed the agenda for the urgent meeting.

**Agenda Item 1: Regarding curriculum audit for syllabus**

**Resolution:** The schedule of curriculum audit for M.Sc (FST) and MBA (Agribusiness) will be on 01.02.2019.

**Agenda Item 2: Regarding equal distribution of administrative responsibility among faculty of Department of Applied Agriculture.**

**Resolution:** Officiating HoD, Dept. Applied Agriculture has distributed the following administrative among all faculty members.

**Dr. Patil C:** Board of Studies & MBA (ABM) responsibility

**Dr. Khetan S:** AAC In-charge & departmental work proceedings

**Dr. Yashi S:** FST Lab-Incharge & Board of Studies responsibility

(Duty Leave)

**Dr. Chidanand Patil**

*Khetan*  
25/1/19  
**Dr. Khetan Shevkani**

*Yashi*  
25/01/19  
**Dr. Yashi Srivastava**

*Anmsh*  
25.01.2019  
**Officiating HoD, Dept. Applied Agriculture**