

Department of Environmental Science and Technology  
Central University of Punjab

03/01/2022

Sub: **Minutes of AAC meeting held on 3<sup>rd</sup> January, 2022**

The Academic and Administrative Committee (AAC) meeting was held on 3<sup>rd</sup> January, 2021 at 11.45 am in the office of HoD. The faculty members of the Department attended the meeting.

The agenda and resolution are as follows

**Agenda 1:** To decide and prepare Date sheet for 3<sup>rd</sup> semester End Semester examination

**Resolution:** The faculty members discussed the matter and decided that schedule for 3<sup>rd</sup> semester End Semester examination will be from 17<sup>th</sup> Jan to 31<sup>st</sup> Jan, 2022.

**Agenda 2:** To decide online classes for 3<sup>rd</sup> semester students of the Dept.

**Resolution:** The matter has been discussed among faculty members and the committee unanimously resolved that all the classes of third semester will be completely online mode in surge of COVID-19 cases.

**Agenda 3:** To finalize Date sheet for 1<sup>st</sup> semester Mid Semester examination

**Resolution:** The date sheet for 1<sup>st</sup> semester Mid Semester examination is scheduled from 24<sup>th</sup> Jan, 2022 to 31<sup>st</sup> Jan, 2022.

**Agenda 4:** To propose Curriculum Development Committee (CDC) meeting

**Resolution:** The matter was discussed and CDC meeting has been proposed for 17<sup>th</sup> January, 2022 at 2.00 pm

**Agenda 5:** To update syllabus of M.Sc. Environmental Sciences and Technology

**Resolution:** The committee decided for updation and inclusion of recent and relevant topics (like Antarctic, Arctic, COP26) in the syllabus.

**Agenda 6:** To prepare Performa to apply for empanelment of Chartered Engineers/Institute with Punjab Pollution Control Board

**Resolution:** The matter was discussed and resolved for preparation of performa with all details to apply for empanelment of Chartered Engineers/Institute with Punjab Pollution Control Board

Attended online  
(Prof. V.K Garg)

Attended online  
(Dr. Yogalakshmi K.N)  
Convener, AAC

Attended online  
(Dr. Dhanya M.S)

Puneeta  
03/01/2022  
(Dr. Puneeta Pandey)

P.K Sahoo  
03/01/22  
(Dr. P.K Sahoo)

Ajay Kumar  
3/01/2022  
(Dr. Ajay Kumar)

Sunil Mittal  
3/1/2022  
(Dr. Sunil Mittal)  
HoD/Dean, SEES



**Department of Environment Science and Technology**  
**Central University of Punjab, Bathinda**

Date: 22.07.2022

**Subject: Minutes of the Academic & Administration Committee (AAC) meeting held on 22/07/2022**

The Academic & Administration Committee (AAC) meeting was held on 22<sup>nd</sup> July 2022 at 4:00 pm in the office of the HOD. All the faculty members of the department attended the meeting.

The agenda and resolutions of the AAC meetings are as follows.

**Agenda 1:** Utilization of allotted Non-recurring budget of INR 4,00,000/- allotted for teaching laboratory

**Resolutions:** The matter was discussed among the faculty members and the committee unanimously resolved to spend the non-recurring budget of INR 4,00,000/- for the purchase of following instruments.

Sr No.	Equipment/Insturments
1	2 Refregators- Celfrost
2	Weighing balance
3	Hot Plates
4	Tubular Furnace
5	Vertical Autoclave
6	Garmin eTrex GPS
7	Sound Level Meter

**Agenda 2:** Utilization of Recurring budget by the end of 1<sup>st</sup> Week of September 2022

**Resolution:** The matter was discussed among the faculty members and HOD advised to utilize the recurring funds allotted to each faculty by the end of 1<sup>st</sup> Week of September 2022.

**Agenda 3: Status of syllabus completion and preparation for End Semester Examination of M.Sc. 2<sup>nd</sup> Semester**

**Resolution:** The status of completion of the syllabus of the 2<sup>nd</sup>-semester students was discussed. The HOD advised the faculty to complete the syllabus by the First week of August 2022 and prepare the internal assessment marks before the start of the End Semester Examination.

**Agenda 4:** Stregthen Expert Lecture Series (online/ offline) of the Department

**Resolution:** The matter was discussed among the faculty members and the committee unanimously agreed to organize the Expert Lectures of eminent scientists and researchers for the students . It was decided that every faculty shall initiate the process on rotation basis.

**Agenda 5:** Initiatives for the placement drive for the students of the department

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**Department of Environment Science and Technology  
Central University of Punjab, Bathinda**

**Resolution:** The committee discussed the matter and decided to contact the various industries and NGOs for placement of students of the department. Dr. Sunil Mittal was given the responsibility to lead the initiative of the placement drive and approach the Industry and NGOs for the placement opportunities.

*On Leave*

Prof. V. K. Garg

*Sunil Mittal*

Dr. Sunil Mittal

*Dhanya M S*

Dr. Dhanya M S

*Puneeta*

Dr. Puneeta Pandey

*Prafulla Sahoo*

Dr. Prafulla Sahoo

*Ajay Kumar*

Dr. Ajay Kumar  
Convener, AAC

*Yogalakshmi KN*

Yogalakshmi KN  
HOD

DIA

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IQAC office

Dean of the School

All faculty of EVST



**Department of Environment Science and Technology  
Central University of Punjab, Bathinda**

Date: 10.10.2022

**Subject: Minutes of the Academic & Administration Committee (AAC) meeting held on 10.10.2022**

The Academic & Administration Committee (AAC) meeting was held on 10<sup>th</sup> October 2022 at 2:30 pm in the office of the HOD. All the faculty members of the department attended the meeting.

The agenda and resolutions of the AAC meetings are as follows.

**Agenda 1: Supervisor allotment of Ph.D. students admitted in the session Jan./Feb. 2022.**

**Resolutions:** The Ph.D. students submitted their supervisor preferences to HoD. The matter was discussed among the faculty members and the committee unanimously accepted the students' preferences and allotted them to the following faculty members.

Sr. No.	Faculty/Supervisor	Ph.D. Student
1.	Dr. Sunil Mittal	Ms. Disha Kumari
2.	Dr. Puneeta Pandey	Ms. Priya Priyadarshni

**Agenda 2: Ph.D. Supervisor allotment of International student Ms. Hamasa Saidkhilli admitted in the session July 2022.**

**Resolution:** The matter was discussed among the faculty members and Ms. Hamasa Saidkhilli was allotted to Dr. Dhanya M.S. as per the student's preference.

Sr. No.	Faculty/Guide	Ph.D. Student
1.	Dr. Dhanya M.S.	Ms. Hamasa Saidkhilli

**Agenda 3: Submission of a Departmental project under SPLICE- Climate Change Programme.**

**Resolution:** The matter was discussed among the faculty members. All faculty members unanimously agreed to submit the proposal after duly going through the guidelines and identifying the research gap.

**Agenda 4: Requesting the university administration for recurring funds for the Department.**

**Resolution:** The matter was discussed among the faculty members and the committee recommended to request an amount of Rs. 5,00,000.

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*VP  
(Vicary)*

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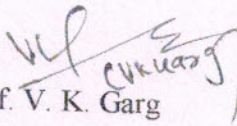
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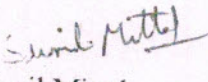
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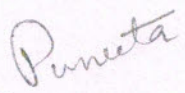


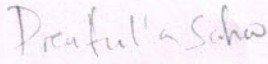
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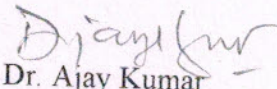
  
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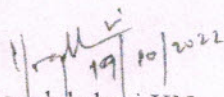
  
Dr. Sunil Mittal

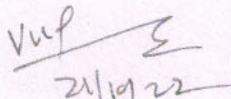
  
Dr. Dhanya M S

  
Dr. Puneeta Pandey

  
Dr. Prafulla Sahoo

  
Dr. Ajay Kumar  
Convener, AAC

  
Yogalakshmi KN  
HOD

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21/10/22

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**Department of Environment Science and Technology  
Central University of Punjab, Bathinda**

Date: 17.11.2022

**Subject: Minutes of the Academic & Administration Committee (AAC) meeting held on 17.11.2022**

The Academic & Administration Committee (AAC) meeting was held on 17<sup>th</sup> November 2022 at 12- Noon in the office of the HOD. All the faculty members of the department attended the meeting.

The agenda and resolutions of the AAC meetings are as follows.

**Agenda 1: Supervisor allotment of Ph.D. students admitted in the session July/Aug. 2022.**

**Resolutions:** The Ph.D. student submitted her supervisor preference to HoD. The matter was discussed among the faculty members and the committee unanimously accepted the student's preference and allotted her to the following faculty member.

Sr. No.	Faculty/Supervisor	Ph.D. Student
1.	Dr. Sunil Mittal	Ms. Tanishka Tyagi

**Agenda 2: Ph.D. Supervisor allotment of international students, Mr. Selemon Thomas Fakana and Mr. Bilal Naji Saleh Ali Al-Hakeem admitted in July 2022.**

**Resolution:** The Ph.D. students submitted their supervisor preferences to HoD. The matter was discussed among the faculty members and the committee unanimously accepted the students' preferences and allotted them to the following faculty members.

Sr. No.	Faculty/Guide	Ph.D. Student
1.	Dr. Yogalakshmi K.N.	Mr. Selemon Thomas Fakana
2.	Dr. Puneeta Pandey	Mr. Bilal Naji Saleh Ali Al-Hakeem

**Agenda 3: Utilization of Non-recurring funds**

**Resolution:** The matter was discussed among the faculty members and all faculty members agreed to initiate and speed up the purchase from the non-recurring grant.

**Agenda 4: Distribution of the recurring budget of INR 7,00,000 received from the university**

**Resolution:** The matter was discussed among the faculty members and the committee unanimously agreed to allot INR 2,10,000 for Teaching Laboratory and distribute INR 70000 to each faculty member.

**Agenda 5: Compiling Data for National Institute Ranking Framework (NIRF) for period 1st July 2021- 30th June 2022.**

**Resolution:** The faculty members were advised to collect and compile the academic and departmental data for NIRF submission.

Puneeta  
Vidya Prakash Saha  
C. V. K. Singh  
Sud



**Department of Environment Science and Technology  
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**Agenda 6: Research Advisory Committee (RAC) meeting for Ph.D. Students**

**Resolution:** The matter was discussed among the faculty members and they were advised to regularize the RAC meetings as per the university Ph.D. guidelines.

**Agenda 7: Ph.D. Research Synopsis submission of the Ph.D. students**

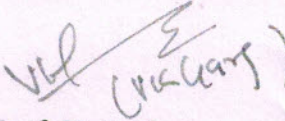
**Resolution:** The matter was discussed among the faculty members and respective supervisors were advised for submission of Ph.D. synopsis of students admitted in June 2020 and December 2020 session by 30<sup>th</sup> November 2022.

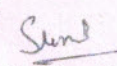
**Agenda 8: Advisory regarding leaving the Department/University in working hours**

**Resolution:** The faculty members and staff were advised to inform the HoD, or competent authority to comply the vide notification Ref. No. CUPB/Estt./2022/Notification/144 dated 04/11/2022.

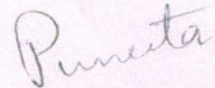
**Agenda 9: Advisory regarding applying for leave**

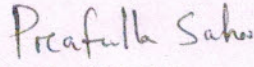
**Resolution:** The faculty members were advised to inform the HoD before applying for the leave on University Samarth Portal.

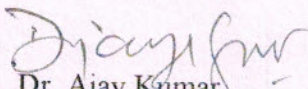
  
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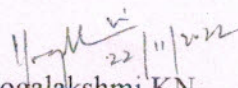
  
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Dr. Dhanya M S

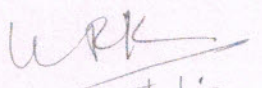
  
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