

Date: 26.11.21

To  
The DC Members  
Department of Microbiology

Dear Sirs,

A DC meeting will be held on 29.11.21 at 10 AM to discuss about the following agenda:

Agenda:

1. Chemical purchase
2. Student distribution for project
3. Miscellaneous

You are requested to attend the said meeting.

Regards,

Nandini Ghosh

(DR. NANDINI GHOSH)

TIC

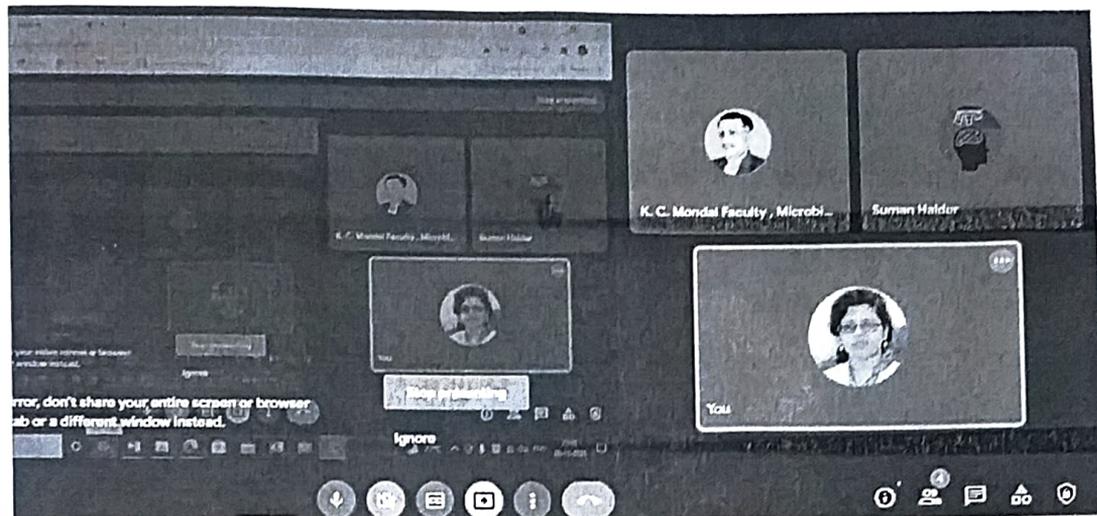
Dept. Of Microbiology

about the following agenda:

Minutes of the meeting of Departmental Committee of Microbiology held on 29.11.2021 at 10 AM through online

Members present:

1. Dr. Nandini Ghosh
2. Prof. K. C. Mondal
3. Dr. Suman K Halder



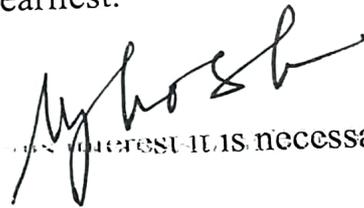
Dr. Nandini Ghosh, TIC, presided over the meeting

Following resolutions were taken unanimously:

1. DC decides that chemicals and glass goods will be purchased in 2 phases. All the faculty members are requested to give the list of chemicals for the 1<sup>st</sup> phase of purchase of 2021-22 of approximately Rs.90000/- .
2. Students of the 1<sup>st</sup> semester will be divided into 3 groups and they will be mentored by Prof. K. C. Mondal, Dr. N. Ghosh and Dr. S. K. Halder for their project which will be done as review.
3. Students of 3<sup>rd</sup> semester will be taken for community survey in the surrounding places of the University in small groups maintaining covid protocol with their and their gurdian's written consent.
4. Dr. Nandini Ghosh reported DC members that on 23<sup>rd</sup> November, 2021 around 4 PM she found that some out siders are using the departmental autoclave at the 1<sup>st</sup> floor laboratory of the department. On enquiry she came to know that they are the students of Chemistry department and Debabrata Goswami, a scholar of Prof. K. C. Mondal has given them permission to operate the autoclave. DC thereby requesting all the faculty members to inform the TIC/ HoD through her/his office if any students of other departments want to use/operate any instrument of the department in future.

Students and they will be mentored by

5. As per repairing order no. VU/FIN/Microbiology/Repair/338/2019 dated 3.12.2019, Instrumentation India informed TIC that they have repaired 2 Nos BOD incubator, 1 no. Vacuum Rotary Evaporator Bath, but they are unable to repair item no. 4 Centrifuge due to lockdown. Now they want to come to the department to finish rest of the work and submit the bill. DC decides to allow them to finish the work and submit the bill.
6. As per request of Prof. K. C. Mondal, Instrumentation India has taken the pump of the lyophilizer of the department for repairing and considering the urgency of the researcher and the students and due to exhaustion of the repairing fund of the department at that time, the then HoD Prof. K. C. Mondal thought he will bear the cost of repairing from his project. Dr. Nandini Ghosh, TIC asked whether it is legal to pay the amount from personal project grant, but for students interest it is necessary to repair the pump. Prof. K. C. Mondal replied that sponsoring agency of his project sanctioned amount for repairing purpose of the instruments. Apart from this Prof. K. C. Mondal repaired many instruments of the department previously from his project fund like cold water circulation, Eppendorf cold centrifuge, stabilizers and many others. DG approves Prof. K. C. Mondal to bear the cost of repairing of the pump. So Instrumentation India is permitted to repair and give back the pump of the lyophilizer of the department.
7. DC is thankful to the Hon'ble Vice Chancellor for approving guest teachers for 1<sup>st</sup> and 3<sup>rd</sup> semester.
8. Dc decides that repairing of the autoclaves and some other instruments are essential for the students and researchers. DC requested TIC to seek quotation for repairing of the same and facilitate the procedure of repairing at the earliest.



... interest it is necessary to repair

... Instrumentation India

... quotation for repairing of the