



Department of Botany & Forestry

Vidyasagar University

Medinipur 721102, West Bengal, India

Phone – 03222 298 344, 298 345

Ref. No.

Date 11.02.2022

Dear Faculty Members,

A Departmental Committee meeting will be held on 16th February, '22 at 12.00 noon in the chamber of the Head of the department to discuss on the following agenda.

Your kind presence in the meeting is requested.

Regards,

Agenda of the meeting –

Confirmation of the resolutions of previous meeting.

1. Purchase of chemicals and glass goods from the contingency grant of University.

2. Book grant.

3. Special papers allotment for students of M.Sc. Semester – IV

4. Miscellaneous.

Akhand

Head

Department of Botany & Forestry

B
11/2/22

Departmental Committee meeting was held on 16.02.2022 at 12 noon.

Members present -

1. Dr. Asis Kumar Nandi Head. A. Nandi
2. Prof. Anil Kumar Mondal A. Mondal 16/2/2022
3. Prof. Debdeep Banerjee D. Banerjee 16/02/2022
4. Prof. Prakash Karmakar P. Karmakar 16/2/2022
5. Mr. Ram Kumar Bhakat. R. Bhakat 16/2/22
6. Dr. Nilanjana Banerjee N. Banerjee 16/2/22
7. Dr. Gunjan Biswas G. Biswas 16/2/22

Resolutions:

1. Resolutions of the last meeting were discussed. In consideration of the agenda 3 of the last meeting held on 15.12.2021 the resolution taken was further discussed and ~~has been~~ ^{was} further resolved that the mode (procedure) by which a herbarium specimen, submitted by someone, to this department will be received, documented and certified would be decided in another departmental committee meeting, in future.

Also, in the context of purchase of drone, as well as camera, scheduled to be incurred under the head of SAP, as resolved under the last item of last meeting (15.12.2021), ~~the~~ further advertisement of both articles (drone & camera) has been decided to be made, as the materials

[Signature]
16.02.22

according to specifications could not be obtained so far.

2. Lists of chemicals and glass goods, to be purchased from the departmental grant, have been submitted by some of the faculties and others committed to provide it soon.
3. Book grant of Rs. 30000/-, as informed by the Deputy Librarian, was discussed and it was resolved that the amount will be shared by all faculty members amicably by providing the list of books of individual choice on or before 22.02.2022.
4. Special paper distribution for the students of ensuing Semester IV of ~~M.Sc.~~ post graduate course of study, under the Agenda 3, it was resolved that the special papers may be allotted, as far as possible to equal number of students, to each of seven special papers currently being offered by this department. However, if possible, somewhat lesser number of students may be allotted to the special paper Ecology and Biodiversity, on request of the teacher concerned.
5. Under miscellaneous the following matters were resolved.
 - (i) Prof. P. Karmakar expressed his willingness to apply for a project under SERB and the proposal was agreed by the departmental committee.

Attested in
16.02.22

① Other faculty members also opted for submitting project under different funding agencies and the proposals were noted. Dr. N. Banerjee also expressed her willingness to submit a project under SERB.

ANCA
16/02/2022