

**School of Studies in Biotechnology**  
**Pt. Ravishankar Shukla University**  
**Raipur 492 010, Chhattisgarh**


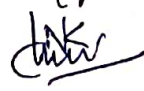



February 06, 2016

Staff Council Meeting of the School of Studies in Biotechnology has been organized today on Feb 06, 2016, 01.30 pm onwards at Head's Chamber. Following members attended the meeting:

- |  |           |
|--|-----------|
| 1. Prof. S.K. Jadhav, Chairman               | - Present |
| 2. Dr. Nagendra Ku. Chandrawanshi, Secretary | - Present |
| 3. Dr. Keshav Kant Sahu, Member              | - Absent  |
| 4. Dr. Afaqur Quraishi, Member               | - Absent  |
| 5. Dr. Kamlesh Kumar Shukla, Member          | - Present |

Following matters have been discussed in this meeting:

1. Members reported the smooth running of classes for M.Sc. II & IV Semesters as per their respective Time-Tables; regularly from 11<sup>th</sup> January 2016.
2. All the faculty members are requested to inform the status of completion of their allotted syllabi of both the semesters.
3. Head of the Department, Prof SK Jadhav has informed that all the faculty members and research scholars are registered themselves, for the upcoming 3<sup>rd</sup> International Congress of Society for Ethno-pharmacology; scheduled on February 19-21, 2016 at Pt. RSU Raipur.
4. Staff Council has also discussed the unfortunate incident of theft that happened during the night of 31<sup>st</sup> Jan 2016 in the department, despite the presence of security guard. Hence, council has strongly recommended for installation of CCTV cameras in the premises for better security of the department.
5. Members of Staff Council have demanded for facility of parking shed in the department for vehicles of all the staff members and students too.
6. Finally a vote of thanks has been extended by the Chairman, to all the members for their presence and cooperation.

Members	Designation	Signature
Prof. S.K. Jadhav	Chairman	
Dr. Nagendra Ku. Chandrawanshi	Secretary	
Dr. Keshav Kant Sahu	Member	
Dr. Afaqur Quraishi	Member	
Dr. Kamlesh Kumar Shukla	Member	

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Staff Council Meeting of School of Studies in Biotechnology has been organized at 01.30 pm of, i.e. today on March 28, 2016, at Head's Chamber. Below members were attended the meeting:

- |  |           |
|--|-----------|
| 1. Prof. S.K. Jadhav, Chairman               | - Present |
| 2. Dr. Nagendra Ku. Chandrawanshi, Secretary | - Present |
| 3. Dr. Keshav Kant Sahu, Member              | - Present |
| 4. Dr. Afaqur Quraishi, Member               | - Present |
| 5. Dr. Kamlesh Shukla, Member                | - Absent  |

Following matters have been discussed in this meeting:

- 1 Members have intimated progression of the allotted syllabi of the M. Sc. II and IV Semesters, to the house. Details are given below:

Name of the faculty	Class	Syllabi Completed
Prof SK Jadhav	M. Sc. II Semester	80%
	M. Sc. IV Semester	80%
Dr. Keshav Kant Sahu	M. Sc. II Semester	70%
	M. Sc. IV Semester	70%
Dr. Afaqur Quraishi	M. Sc. II Semester	70%
	M. Sc. IV Semester	70%
Dr. Kamlesh K Shukla*	M. Sc. II Semester	70%
	M. Sc. IV Semester	100 %
Dr. NK Chandrawanshi	M. Sc. II Semester	70%
	M. Sc. IV Semester	80%

Remark

\* Informed class progression report, before leaving the Department.

- 2 Remaining syllabi of both the classes must be completed up to 21<sup>st</sup> April, 2016.

- 3 Staff Council has also decided that Practical Examinations will be conducted after the above mentioned date of syllabi completion.

- 4 Dr. Keshav Kant Sahu informed that purchasing of the department has been completed for the financial year 2015-16.

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- 5 Secretary of the Council informed that departmental website has been updated, as per recent guidelines of the University.

- 6 Finally, a vote of thanks has been given by the Chairman of the Staff Council.

Members	Designation	Signature
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Prof. S.K. Jadhav	Chairman	
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Dr. Nagendra Ku. Chandrawanshi	Secretary	
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Dr. Keshav Kant Sahu	Member	
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Dr. Afaqur Quraishi	Member	
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Dr. Kamlesh Shukla	Member	
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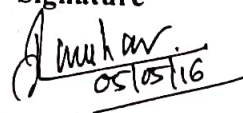



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Staff Council Meeting of School of Studies in Biotechnology has been organized at 12.30 pm today on April 30<sup>th</sup> 2016, at Head's Chamber. Following members attended the meeting:

- |  |           |
|--|-----------|
| 1. Prof. S.K. Jadhav, Chairman               | - Present |
| 2. Dr. Nagendra Ku. Chandrawanshi, Secretary | - Present |
| 3. Dr. Keshav Kant Sahu, Member              | - Present |
| 4. Dr. Afaque Quraishi, Member               | - Present |
| 5. Dr. Kamlesh Shukla, Member                | - Present |

Following matters have been discussed in this meeting:

1. Members of Staff Council intimated the completion of their allotted syllabi of the M. Sc. II and IV Semesters, to the house.
2. Further decided that first week of May 2016 is scheduled for conduction of practical examinations of both the M.Sc. Semesters.
3. Members of the council have decided to plant trees in departmental garden during forthcoming monsoon season.
4. Council has extended best wishes to Dr. Kamlesh Shukla for going to participate in three months Advance training in Molecular Biology, from May to July 2016; organizing by Central Institute of Freshwater Aquaculture (CIFA), Bhubaneswar (Odisha).
5. Members of the Staff Council have also discussed on following letters from Academic Section, Pt. RSU:
  - a. Letter no. 1130/Acd./2016 dated 12/04/2016, to put matter, if any; in upcoming Executive Council Meeting.
  - b. Letter no. 1161/Acd./2016 dated 20/04/2016, matters related to Question Paper Reform Committee meeting.
  - c. Letter no. 1170/Acd./2016 dated 21/04/2016, to float any case, which may be discussed in forthcoming "Vishwavidyalaya Vidya Sambandhi Yojana and Board of Evaluation" meeting.
6. Finally, vote of thanks has been given by the Chairman.

Members	Designation	Signature
Prof. S.K. Jadhav	Chairman	 05/05/16
Dr. Nagendra Ku. Chandrawanshi	Secretary	
Dr. Keshav Kant Sahu	Member	 30/4/16
Dr. Afaque Quraishi	Member	 30/4/16
Dr. Kamlesh Shukla	Member	

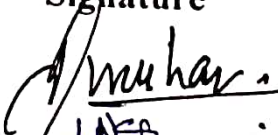



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Staff Council Meeting of School of Studies in Biotechnology has been organized at 11.30 am today on June 25<sup>th</sup> 2016, at Head's Chamber. Following members were attended the meeting:

1. Prof. S.K. Jadhav, Chairman
2. Dr. Nagendra Ku. Chandrawanshi, Secretary
3. Dr. Keshav Kant Sahu, Member
4. Dr. Afaqur Quraishi, Member

Following matters have been discussed in this meeting:

1. Prof SK Jadhav informed that total 115 applications have been received for M.Sc. Biotechnology admission and Entrance Exam has conducted on June 24<sup>th</sup> 2016 from 2 to 3 pm. Out of them 105 candidates have appeared in the exam to get admission in stipulated 20 seats of M.Sc. Biotech.
2. Council has decided that M.Sc. 4<sup>th</sup> Semester dissertation projects should be submitted up to 30<sup>th</sup> June 2016.
3. Members of the council have decided all the departmental committees of previous year will continue for Session 2016-17 too, for smooth functioning of the department.
4. Finally, vote of thanks has been given by the Chairman.

Members	Designation	Signature
Prof. S.K. Jadhav	Chairman	
Dr. Nagendra Ku. Chandrawanshi	Secretary	
Dr. Keshav Kant Sahu	Member	
Dr. Afaqur Quraishi	Member	

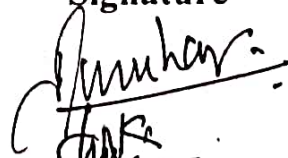
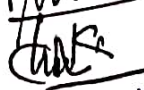

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Staff Council Meeting of School of Studies in Biotechnology has been organized at 01.00 pm, today on July 30, 2016, at Head's Chamber. Following members attended the meeting:

- |  |           |
|--|-----------|
| 1. Prof. S.K. Jadhav, Chairman               | - Present |
| 2. Dr. Nagendra Ku. Chandrawanshi, Secretary | - Present |
| 3. Dr. Keshav Kant Sahu, Member              | - Present |
| 4. Dr. Afaque Quraishi, Member               | - Present |

Following matters have been discussed in this meeting:

1. Prof. S K Jadhav, Head, informed that admission for M.Sc. First Semester for Session 2016-17 has been completed.
2. Regular classes of M.Sc. First and Third semesters have been started from 5<sup>th</sup> and 11<sup>th</sup> July, 2016 respectively.
3. Different trees have been planted in the department premises by students, faculties and staff of the department.
4. Members of the Staff Council have also discussed regarding purchase of chemical and other required material for the session 2016-17; further Departmental Purchase Committee will initiate the process.
5. Finally, a vote of thanks from the Secretary, Staff Council has concluded the proceedings.

Members	Designation	Signature
Prof. S.K. Jadhav	Chairman	
Dr. Nagendra Ku. Chandrawanshi	Secretary	
Dr. Keshav Kant Sahu	Member	
Dr. Afaque Quraishi	Member	

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September 10, 2016

Staff Council Meeting of School of Studies in Biotechnology has been organized at 01.30 pm today on September 10<sup>th</sup> 2016 at Head's Chamber. Following members have attended the meet:

- |  |           |
|--|-----------|
| 1. Prof. S.K. Jadhav, Chairman               | - Present |
| 2. Dr. Nagendra Ku. Chandrawanshi, Secretary | - Present |
| 3. Dr. Keshav Kant Sahu, Member              | - Present |
| 4. Dr. Afaque Quraishi, Member               | - Present |
| 5. Dr. Kamlesh Shukla, Member                | - Present |

Following matters have been discussed in this meeting:

1. Members of the Staff Council have intimated the progression of allotted syllabi up to Aug 2016, for M.Sc. I and III Semesters. Its details are given below:

Name of the faculty	Class	Status
Prof SK Jadhav	M. Sc. III Semester	50%
Dr. Keshav Kant Sahu	M. Sc. I Semester	50%
Dr. Afaque Quraishi	M. Sc. I Semester	50%
	M. Sc. III Semester	50%
Dr. Kamlesh K Shukla	M. Sc. I Semester	50%
	M. Sc. III Semester	50%
Dr. NK Chandrawanshi	M. Sc. I Semester	35 %
	M. Sc. III Semester	35 %

2. Staff Council has congratulated to Dr. Keshav Kant Sahu, for winning the 'Best Teacher Award' in Associate Professor (Science) category, on the occasion of Teacher's Day - 2016, by IQAC, Pt. RSU Raipur; on this occasion Chairman of the Council has also intended for further more recognitions by the other faculty members.
3. Dr. Keshav Kant Sahu has informed that Departmental Purchase Committee has started the process of purchase for the Session 2016-17.
4. All the faculty members are requested to provide desired inputs for Mission and Vision of the department as per mail from IQAC; suggestions are also invited for Brochure designing of the School; that should be submitted on or before September 17, 2016 to HoD.

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5. At last, vote of thanks has been given by the Chairman, Staff Council.

**Members**

**Designation**

**Signature**

Prof. S.K. Jadhav

Chairman

*[Signature]*

Dr. Nagendra Ku. Chandrawanshi

Secretary

*[Signature]*

Dr. Keshav Kant Sahu

Member

*[Signature]*

Dr. Afaque Quraishi

Member

*[Signature]*

Dr. Kamlesh K Shukla

Member

*[Signature]*  
10/9/16

Date \_\_\_\_\_  
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October 27, 2016

Staff Council Meeting of School of Studies in Biotechnology has been organized today on October 27, 2016 at 01.30 pm at Head's Chamber. Following members attended the meeting:

- |  |           |
|--|-----------|
| 1. Prof. S.K. Jadhav, Chairman               | - Present |
| 2. Dr. Nagendra Ku. Chandrawanshi, Secretary | - Present |
| 3. Dr. Keshav Kant Sahu, Member              | - Present |
| 4. Dr. Afaqur Quraishi, Member               | - Present |
| 5. Dr. Kamlesh Shukla, Member                | - Present |

Following matters have been discussed in this meeting:

- Members of the Staff Council have intimated the progression of allotted syllabi up to October 2016, for M. Sc. I and III Semesters. Its details are given below:

Name of the faculty	Class	Completion Status (%)	
		Theory	Practical
Prof SK Jadhav	M. Sc. III Semester	75	75
Dr. Keshav Kant Sahu	M. Sc. I Semester	100	95
Dr. Afaqur Quraishi	M. Sc. I Semester	100	100
	M. Sc. III Semester	100	95
Dr. Kamlesh K Shukla	M. Sc. I Semester	75	50
	M. Sc. III Semester	75	80
Dr. NK Chandrawanshi	M. Sc. I Semester	70	100
	M. Sc. III Semester	70	95

- Chairman has instructed for completion of syllabi of the both Semesters of M.Sc. up to 12<sup>th</sup> November 2016.
- Staff Council has decided to conduct M.Sc. I and III Semesters Practical examinations at the end of November 2016.
- Staff Council has also decided to intend the letter from Registrar Office dated on 25/10/2016; HoD will interact with M.Sc. students on November 4, 2016 at 12.00 pm to discuss on importance of Cleanliness and Sanitation.

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- In the series "Swachhta Pakhwala" a cleanliness drive activity will be done at department premises on November 5<sup>th</sup> 2016 at 2:00 pm led by Dr. Kamlesh Shukla with the support of students and staff members of the department.

- Finally, vote of thanks has been given by the Chairman, Staff Council.

Members	Designation	Signature
Prof. S.K. Jadhav	Chairman	<i>[Signature]</i> 05/11/16
Dr. Nagendra Ku. Chandrawanshi	Secretary	<i>[Signature]</i> 05/11/2016
Dr. Keshav Kant Sahu	Member	<i>[Signature]</i> 05/11/16
Dr. Afaqur Quraishi	Member	<i>[Signature]</i> 5/11/16
Dr. Kamlesh Shukla	Member	<i>[Signature]</i> 5/11/16



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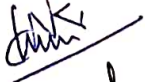


December 31, 2016

Staff Council Meeting of School of Studies in Biotechnology has been organized at 02.00 pm today on December 31<sup>st</sup>, 2016 at HoD Chamber. Following members attended the meet:

- |  |           |
|--|-----------|
| 1. Prof. S.K. Jadhav, Chairman               | - Present |
| 2. Dr. Nagendra Ku. Chandrawanshi, Secretary | - Present |
| 3. Prof. Keshav Kant Sahu, Member            | - Present |
| 4. Dr. Afaqur Quraishi, Member               | - Present |
| 5. Dr. Kamlesh Shukla, Member                | - Present |

Following matters have been discussed during this meeting:

1. Members of the Staff Council have decided that the M.Sc. II & IV Semester classes for the Session January-June 2017 will be started from January 9<sup>th</sup>, 2017.
2. The Timetable Committee is directed to prepare time-tables of the said semesters.
3. An application will be submitted to Engineering Section of the University for Installation of lights on the approach road of the department.
4. Staff Council has also discussed on the proposal of Vocational Courses as per a letter from Registrar Office (Sr./4696/Gen. Adm./2016 dated 14/12/2016). All the members are requested to formulate the proposal, if any.
5. A Refresher Course proposal has been submitted by the department to Human-Resource Development Centre, Pt. RSU, Raipur on- "Trends and Techniques in Biotechnology"; which is scheduled in November, 2017.
6. A vote of thanks and best wishes for the New Year 2017 has been given by the Chairman, Staff Council to conclude the meeting.

Members	Designation	Signature
Prof. S.K. Jadhav	Chairman	
Dr. Nagendra Ku. Chandrawanshi	Secretary	
Prof. Keshav Kant Sahu	Member	
Dr. Afaqur Quraishi	Member	
Dr. Kamlesh Shukla	Member	