

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

Staff Council Meeting (for the month June 2021) of the School has been organized at 03.30 pm today on July 01, 2021, at HoD Chamber. Following members attended the meet:

July 01, 2021


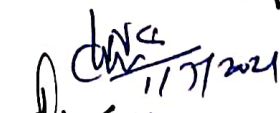
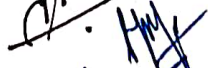


- | | |
|---|-----------|
| 1. Prof Keshav Kant Sahu, Chairman | - Present |
| 2. Dr Nagendra K Chandrawanshi, Secretary | - Present |
| 3. Prof. S.K. Jadhav, Member | - Present |
| 4. Dr. Afaqur Quraishi, Member | - Present |
| 5. Dr Kamlesh Shukla, Member | - Present |

Matters considered during the meeting:

1. Staff council members approved the previous meeting minutes of December 19, 2020.
2. The syllabus progression status is as followed, informed by the concerned teachers:

Name of Faculty	Syllabus Progression (%)	
	M.Sc. II Sem.	M.Sc. IV Sem.
Prof SK Jadhav	35 %	35 %
Prof Keshav Kant Sahu	35 %	35 %
Dr Afaqur Quraishi	40%	50%
Dr Kamlesh K Shukla	40%	40%
Dr Nagendra K Chandrawanshi	20 %	25%
Dr Shubhra Tiwari	50%	50%
Dr Jai Shankar Paul	40%	40%

3. Prof Keshav Kant Sahu, HoD, greeted the faculties in the new academic session 2021-22.
4. HoD also appealed to all faculty members to complete the theory classes of M.Sc. II & IV semesters up to August 14, 2021, as per the directions of the Honourable Vice-Chancellor Sir.
5. The council also planned to purchase three desktops and one laptop for faculty members for the *e-facilities* up-gradation.
6. The council decided that Dr Nagendra K Chandrawanshi would continue as the council Secretary for this session too. Further, Dr Kamlesh K Shukla will be a member of the Annual-budget Committee; other departmental committees of the previous years will remain the same as last session.
7. Finally, Secretary acknowledged the members for their presence.

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

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Pt. Ravishankar Shukla University
Raipur 492 010, Chhattisgarh**

Sr.: 01/2021/SoS/BT/SCM/2021

July 28, 2021

Staff Council Meeting (for the month: July 2021) of the School has been organized at 03.30 pm today on July 28, 2021 at HoD Chamber. Following members attended the meet:

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

Matters considered during the meeting:

- Staff council members approved the previous meeting minutes of July 02, 2021.
- The syllabus progression status is as followed, informed by the concerned teachers:

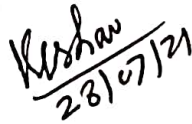
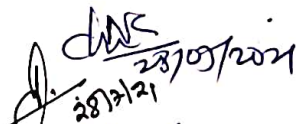
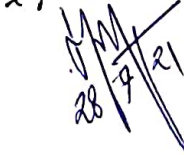
Name of Faculty	Syllabus Progression (%)	
	M.Sc. II Sem.	M.Sc. IV Sem.
Prof SK Jadhav	70 %	70 %
Prof Keshav Kant Sahu	70 %	70 %
Dr Afaque Quraishi	75 %	100 %
Dr Kamlesh K Shukla*	40%	40%
Dr Nagendra K Chandrawanshi	65 %	70 %
Dr Shubhra Tiwari	70%	70%
Dr Jai Shankar Paul	70%	80%

* Information not updated due to absence of the teacher in the meeting.

- Prof Keshav Kant Sahu, Chairman, intimate that the classes of the school will be started in physical mode too from August 2, 2021 as per the university instructions. The online classes will also be continued.
- The Chairman informed that the department is going to redesign its brochure according to the University Administration instruction.
- He also intimated that the department instruments lists should be prepared in the following manner- name/purchase-fund/applicability etc. and updated on the departmental website. This task is assigned to Dr Shubhra Tiwari.
- The council discussed the preparations for the upcoming M.Sc. Entrance Exam and Admission Guidelines.
- The council planned to purchase laboratory stools and chairs for the newly constructed laboratory, and furniture for the newly constructed first-floor faculty rooms from the infrastructure development fund of the school. Dr Afaque Quraishi has taken responsibility for this purchase from Chhattisgarh State Industrial Development Corporation (CSIDC).
- The council agreed to upgrade computer hardware instead of purchase of the new desktops.

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9. The council planned to purchase instruments such as pH meter, Calorimeter, Electronic Balance (0.1 g), Pan Balance, UV visible Spectrophotometer, Micropipette set, chemicals, and other general laboratory items for smooth execution of laboratory work from the departmental budget.
10. The Chairman informed that internet connectivity will be established soon for the newly constructed first floor.
11. The council also discussed the feedback (Session 2020-21) from various stakeholders such as students, staff, alumni, and parents. The council resolved the raised issues and mentioned them in the action taken report.
12. The Chairman also informed that the school would organize a webinar on "Entrepreneurship" tentatively scheduled in September 2021.
13. Finally, the Council Secretary acknowledged all the members for their presence.

Members	Designation	Signature
Prof Keshav Kant Sahu	Chairman	 28/07/21
Dr Nagendra K Chandrawanshi	Secretary	 28/07/21
Prof SK Jadhav	Member	 28/7/21
Dr Afaqur Quraishi	Member	
Dr Kamlesh K Shukla	Member	

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Sr.: 02/2021/SoS/BT/SCM/2021

July 28, 2021

NOTIFICATION

For smooth running and functioning of various activities of this School, the Staff Council of the School of Studies in Biotechnology has approved following committees for the academic session 2021-22:

Committee	Chairman	Members
M.Sc. Admission	Prof S K Jadhav	Dr Afaqur Quraishi Dr NK Chandrawanshi
Departmental Research Committee	Prof Keshav Kant Sahu	Prof S K Jadhav Dr Afaqur Quraishi Dr Kamlesh Shukla Dr NK Chandrawanshi
Anti-Ragging	Prof S K Jadhav	Dr Afaqur Quraishi Dr Kamlesh Shukla Dr NK Chandrawanshi
Time-table Preparation & Attendance Record	Dr Afaqur Quraishi	Dr NK Chandrawanshi
Annual-budget & Stock Verification	Prof Keshav Kant Sahu	Dr Afaqur Quraishi Dr Kamlesh Shukla Dr NK Chandrawanshi
Continuous Assessment & Student Feedback	Prof Keshav Kant Sahu	Dr Afaqur Quraishi Dr NK Chandrawanshi
Parent Teacher Meeting	Prof Keshav Kant Sahu	Dr Afaqur Quraishi Dr Kamlesh Shukla Dr NK Chandrawanshi

Keshav
28/07/21

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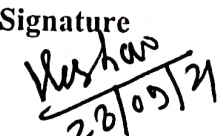
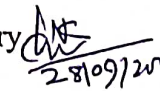
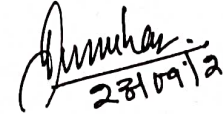

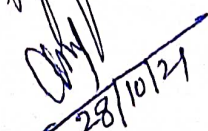
September 28, 2021

Staff Council Meeting (for the month: September 2021) of the School has been organized at 03.30 pm today on September 28, 2021, at HoD Chamber. Following members attended the meet:

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

Matters considered during the meeting:

1. Staff council members approved the previous meeting minutes of August 31, 2021.
2. Prof Keshav Kant Sahu, HoD, informed the council that 26 students got admitted to the M.Sc. Biotechnology program for 2021-2023. M.Sc. I Semester regular classes will commence from September 29, 2021, and M.Sc. III Semester from October 07, 2021, in offline mode following SOP for COVID-19 as per the H'able VC instructions.
3. The Chairman of the Departmental Purchase Committee also requested faculty members to submit their chemicals and glassware requirement list related to academic and research purposes for purchasing in the current financial year. The list will have to submit up to October 15, 2021.
4. Prof Keshav Kant Sahu has intimated that the school is organizing a webinar on "Entrepreneurship" with Kalinga Institute of Industrial Technology, Bhubaneswar (KIIT B), on October 11 & 12, 2021.
5. The council decided that the "No Objection Certificate" (NOC) submission will be mandatory for all the dissertation/ project trainees, students before issuing them the certificates.
6. HoD informed that the school and Moon Short, a US-based agency, will jointly organize a webinar on "Entrepreneurship" in October 2021.
7. The Chairman of the Council also congratulated the Alumni Association of Biotechnology for their contribution as a departmental sign-board- "BIOTECHNOLOGY."
8. The Chairman also requested the council members to submit all the desired SSR files and supporting documents to IQAC.
9. Finally, the Council Secretary acknowledged all the members for their presence.

Members	Designation	Signature
Prof Keshav Kant Sahu	Chairman	 28/09/21
Dr Nagendra K Chandrawanshi	Secretary	 28/09/2021
Prof SK Jadhav	Member	 28/09/21
Dr Afaque Quraishi	Member	
Dr Kamlesh K Shukla	Member	 28/10/21

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October 30, 2021

Sr.: 04/2021/SoS/BT/SCM/2021

Staff Council Meeting (for the month: October 2021) of the School has been organized at 03.30 pm today on October 30, 2021, at HoD Chamber. Following members attended the meet:

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

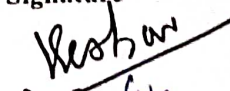
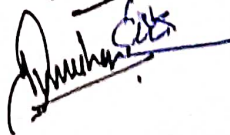

Matters considered during the meeting:

- Staff council members approved the previous meeting minutes of September 28, 2021.

- The syllabus progression, as informed by the concerned faculties:

Name of Faculty	Syllabus Progression (%)		
	PhD course work	M.Sc. I Sem.	M.Sc. III Sem.
Prof SK Jadhav & Prof Keshav Kant Sahu	30%		
Dr Afaqe Quraishi		25%	25%
Dr Kamlesh K Shukla		25%	25%
Dr Nagendra K Chandrawanshi		25%	25%
Dr Shubhra Tiwari		-	25%
Dr Jai Shankar Paul		40 %	15%

- Prof Keshav Kant Sahu, the Chairman, advised the council members that the current academic session must finish up to December 2021 as instructed by the honourable Vice-chancellor Sir.
- The council also decided that from now onwards the Internal of the practical exams will arrange it completely.
- The Chairman also informed that networking on the first floor of premises will be installed after the Deepawali vacation.
- The Chairman also informed that the association of Alumni Association of Biotechnology is going to organize an online International Conference during the first week of January 2022.
- The council chairman also advised all eligible members to submit their CAS applications within the stipulated time.
- Finally, the Council Secretary acknowledged all the members for their presence.

Members	Designation	Signature
Prof Keshav Kant Sahu	Chairman	
Dr Nagendra K Chandrawanshi	Secretary	
Prof SK Jadhav	Member	
Dr Afaqe Quraishi	Member	
Dr Kamlesh K Shukla	Member	

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Sr.: 05/2021/SoS/BT/SCM/2021

November 27, 2021

Staff Council Meeting (for the month: November 2021) of the School has been organized at 03.00 pm today on November 27, 2021, at HoD Chamber. Following members attended the meet:

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






Matters considered during the meeting:

1. Staff council members approved the previous meeting minutes of October 27, 2021.

2. The syllabus progression, as informed by the concerned faculties:

Name of Faculty	Syllabus Progression (%)		
	PhD course work	M.Sc. I Sem.	M.Sc. III Sem.
Prof SK Jadhav & Prof Keshav Kant Sahu	60%		
Dr Afaque Quraishi	60 %		60 %
Dr Kamlesh K Shukla	50 %		50 %
Dr Nagendra K Chandrawanshi	40 %		40 %
Dr Shubhra Tiwari	-		60 %
Dr Jai Shankar Paul	75 %		20 %

1. The council decided that on December 5th 2021, the school will organize a Parent-Teacher meeting for M.Sc. III semester students through virtual mode.
2. The Chairman asked the members to suggest Speakers for the forthcoming International Conference, scheduled 7th to 8th January 2022.
3. The Chairman intimated to the council that on 21th - 22th December 2021, a Hands-on Workshop will be organized for M.Sc. students in the association of HiMedia Pvt Ltd., Mumbai.
4. Finally, the Council Secretary acknowledged all the members for their presence.

Members	Designation	Signature
Prof Keshav Kant Sahu	Chairman	
Dr Nagendra K Chandrawanshi	Secretary	
Prof SK Jadhav	Member	
Dr Afaque Quraishi	Member	
Dr Kamlesh K Shukla	Member	

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Sr.: 06/2021/SoS/BT/SCM/2021

December 30, 2021

Staff Council Meeting (for the month: December 2021) of the School has been organized at 02.30 pm today on December 30, 2021, at HoD Chamber. Following members attended the meet:



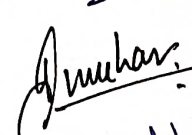

- | | |
|---|-----------|
| 1. Prof Keshav Kant Sahu, Chairman | - Present |
| 2. Dr Nagendra K Chandrawanshi, Secretary | - Present |
| 3. Prof S K Jadhav, Member | - Present |
| 4. Dr Afaque Quraishi, Member | - Present |
| 5. Dr Kamlesh Shukla, Member | - Present |

Matters considered during the meeting:

1. Staff council members approved the previous meeting minutes of November 27, 2021.
2. The syllabus progression, as informed by the concerned faculties:

Name of Faculty	Syllabus Progression (%)		
	PhD course work	M.Sc. I Sem.	M.Sc. III Sem.
Prof SK Jadhav & Prof Keshav Kant Sahu	80%		
Dr Afaque Quraishi		100 %	100 %
Dr Kamlesh K Shukla		100 %	100 %
Dr Nagendra K Chandrawanshi		97 %	97 %
Dr Shubhra Tiwari		-	100 %
Dr Jai Shankar Paul		100 %	100

3. The Chairman council discussed various university and departmental activities, i.e., SSR completion, website updates, the practical and theory classes status, etc.
4. Organizing Secretary, International e-Conference *On Recent Advances in Biological Sciences & Opportunities in Entrepreneurship* (7th - 8th, Jan 2022) intimated a total of 326 participation registrations to date.
5. The council decided that the theory internal marks should be submitted just after the completion of class seminars.
6. Finally, the Council Secretary acknowledged all the members for their presence.

Members	Designation	Signature
Prof Keshav Kant Sahu	Chairman	
Dr Nagendra K Chandrawanshi	Secretary	
Prof SK Jadhav	Member	
Dr Afaque Quraishi	Member	
Dr Kamlesh K Shukla	Member	