

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

Sr.: 07/2022/SoS/BT/SCM/2022



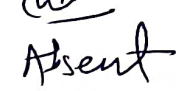

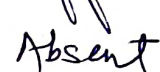
January 10, 2022

Staff Council Meeting (for the month: January 2022) of the School has been organized at 04.00 pm today on January 10, 2022, 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 | - Absent |
| 4. Dr Afaque Quraishi, Member | - Present |
| 5. Dr Kamlesh Shukla, Member | - Absent |

Matters considered during the meeting:

1. Staff council members approved the previous meeting minutes of December 30, 2021.
2. The council discussed on short attendance issue of Ms Nandini Sahu, M.Sc. I sem student due to a health problem. The council decided that her matter will be sent to the university for further directions. Other students of M.Sc. I and III semesters with limited short attendance will be completed through online classes.
3. The council also decided to purchase laboratory equipment such as water bath, pH meter, autoclave, incubator, etc., for smooth execution of M.Sc. practicals.
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	

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

Sr.: 08/2022/SoS/BT/SCM/2022

February 17, 2022

Staff Council Meeting (for the month: February 2022) of the School has been organized at 03.00 pm today on February 17, 2022, at HoD Chamber. The following members attended the meeting:

- | | |
|---|-----------|
| 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 | - Absent |

Matters considered during the meeting:

1. Staff council members approved the previous meeting minutes of January 10, 2022.
2. Prof Keshavkant Sahu, Head & Coordinator of DST sponsored science fest 'Science Promotion Activity' informed the council regarding this mega event scheduled on February 22-28, 2022 at Pt. DDU auditorium, Raipur.
3. The Head of the department informed council members that the M.Sc. Semester practical exams had been successfully conducted. Regular classes for the next semesters will start on February 21st 2022.
4. The council discussed in-house dissertation/project work for M.Sc. IV Semester and decide that it should be on hold due to the time shortage in this particular semester and indefinite COVID scenario.
5. Finally, the Council Secretary acknowledged all the members for their presence.

Members

Prof Keshav Kant Sahu

Designation

Chairman

Signature

Keshav
Chandrawanshi
S.K. Jadhav

Dr Nagendra K Chandrawanshi

Secretary

Prof SK Jadhav

Member

Dr Afaqur Quraishi

Member

Dr Kamlesh K Shukla

Member

Dr Afaqur Quraishi
Absent

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

Sr.: 09/2022/SoS/BT/SCM/2022

February 18, 2022

Staff Council Emergent Meeting (for the month: February 2022) of the School has been organized at 03.30 pm today on February 18, 2022, at HoD Chamber. The following members attended the meeting:

- | | |
|---|-----------|
| 1. Prof Keshav Kant Sahu, Chairman | - Present |
| 2. Dr Nagendra K Chandrawanshi, Secretary | - Absent |
| 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. The staff council meeting has been called by Prof Keshavkant Sahu, Chairman of the council, due to massive requests by the M.Sc. IV semester students to allow them to pursue M.Sc. dissertation/project. Hence, the council decide to carry out project work, following the SOP of COVID-19.
2. Finally, the Council Secretary acknowledged all the members for their presence.

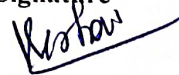
Members

Prof Keshav Kant Sahu

Designation

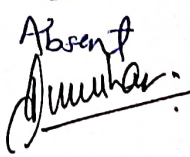
Chairman

Signature



Dr Nagendra K Chandrawanshi

Secretary



Prof SK Jadhav

Member

Dr Afaque Quraishi

Member

Dr Kamlesh K Shukla

Member



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

Sr.: 10/2022/SoS/BT/SCM/2022

March 25, 2022

Staff Council Meeting (for the month: March 2022) of the School has been organized at 03.30 pm today on March 25, 2022, at HoD Chamber. The following members attended this meeting:

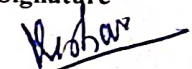




- | | |
|---|-----------|
| 1. Prof Keshav Kant Sahu, Chairman | - Present |
| 2. Dr Nagendra K Chandrawanshi, Secretary | - Present |
| 3. Prof S K Jadhav, Member | - Present |
| 4. Dr Afaque Quraishi, Member | - Present |
| 5. Dr Kamlesh Shukla, Member | - Present |

Matters considered during the meeting:

1. Staff council members approved the previous meeting minutes of February 17 & 18, 2022.
2. Members of Staff Council informed about their allotted syllabus progression of M.Sc. II & M.Sc. IV semester, including PhD course work:

Name of the faculty	Syllabus completion status		
	M.Sc. II	M.Sc. IV	PhD Course work
Prof SK Jadhav			100%
Prof Keshav Kant Sahu			100%
Dr Afaque Quraishi	35%	50%	
Dr Kamlesh Shukla	25%	25%	
Dr Nagendra K Chandrawanshi	25%	25%	
Dr Jai Shanakr Paul	30%	30%	
Dr Shubhra Tiwari		40%	

3. The Chairman, Prof Keshav Kant Sahu, intimated to the council about in-house M.Sc. IV Semester dissertation. In the current session 2021-2022, a total of 17 students opt for a dissertation under the supervision of the faculty of this school: namely Prof Keshav Kant Sahu (Mr. Anand Besekar), Prof SK Jadhav (Ms. Deepanjali Bhagat, Ms. Shubli Chhabra, Ms. Nancy Parganiha), Dr. Afaque Quraishi (Ms. Sonal Singh Shrivastava, Ms. Vedika Jain), Dr. Kamlesh Shukla (Mr. Kushal Banerjee, Ms. Priya Prajapat, Ms. Soumya Pareek and Ms. Anushruti Satra), Dr. Nagendra K Chandrawanshi (Mr. Jatish Patel, Ms. Bhawna Chandrasen and Ms. Shraddha Joshi), Dr. JS Paul (Ms. Prachi Vaswani and Ms. Roza Ali) and Dr. Shubhra Tiwari (Ms. Tanushree Mukharjee and Ms. Soumya Pituri).
4. The Chairman also informed the members about the last University Teachers Association meeting on the working schedule of five-day weeks. All the members agree with the decision and abide by the University Administration.
5. 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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School of Studies in Biotechnology
Pt. Ravishankar Shukla University
Raipur 492 010, Chhattisgarh

Sr.: 11/2022/SoS/BT/SCM/2022

April 27, 2022

Staff Council Meeting (for the month: April 2022) of the School has been organized at 03.30 pm today on April 27, 2022, at HoD Chamber. Following members attended the meet:

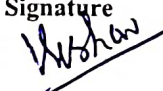




- | | |
|---|-----------|
| 1. Prof Keshav Kant Sahu, Chairman | - Present |
| 2. Dr Nagendra K Chandrawanshi, Secretary | - Present |
| 3. Prof S K Jadhav, Member | - Present |
| 4. Dr Afaqur Quraishi, Member | - Present |
| 5. Dr Kamlesh Shukla, Member | - Present |

Matters considered during the meeting:

1. Staff council members approved the previous meeting minutes of March 25, 2022.
2. Members of Staff Council informed about their allotted syllabus progression of M.Sc. II & M.Sc. IV semester, including PhD course work:


Name of the faculty	Syllabus completion status	
	M.Sc. II	M.Sc. IV
Dr Afaqur Quraishi	75%	80%
Dr Kamlesh Shukla	75%	75%
Dr Nagendra K Chandrawanshi	75%	75%
Dr Jai Shanakr Paul	75%	75%
Dr Shubhra Tiwari		75%

3. Prof Keshav Kant Sahu, Chairman of the council, advised members for regularly conduct class tests of M.Sc. students.
4. The Chairman also intimated to council members about a meeting with Heads with honorable Vice-Chancellor Sir regarding purchase of different teaching and supporting aid. In the connections, the council discussed and agreed to procure five laboratory stabilizers, laptops/computers, Lightning rods or Lightning conductors, etc. This list will submit to the University Administration for further process.
5. The Chairman also suggested to members for syllabus up-gradation and revision for the upcoming academic session.
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 Afaqur Quraishi	Member	
Dr Kamlesh K Shukla	Member	

I am thankful to the HoD

Department has provided one instrument (PCR) after 14 years to me (Kamlesh)



School of Studies in Biotechnology
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Sr.: 12/2022/SoS/BT/SCM/2022

May 31, 2022

Staff Council Meeting (for the month: May 2022) of the School has been organized at 03.30 pm today on May 31, 2022, at HoD Chamber. Following members attended the meet:


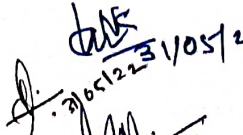



- | | |
|---|-----------|
| 1. Prof Keshav Kant Sahu, Chairman | - Present |
| 2. Dr Nagendra K Chandrawanshi, Secretary | - Present |
| 3. Prof S K Jadhav, Member | - Present |
| 4. Dr Afaqur Quraishi, Member | - Present |
| 5. Dr Kamlesh Shukla, Member | - Present |

Matters considered during the meeting:

1. Staff council members approved the minutes of the previous meeting held on April 27, 2022.
2. Members of Staff Council informed about progression of their allotted syllabus of M.Sc. II & M.Sc. IV semester, as below:

Name of the faculty	Syllabus completion status	
	M.Sc. II	M.Sc. IV
Dr Afaqur Quraishi	100%	100%
Dr Kamlesh Shukla	100%	100%
Dr Nagendra K Chandrawanshi	100%	100%
Dr Jai Shanakar Paul	100%	100%
Dr Shubhra Tiwari		100%

3. The staff council members decided that the ongoing in-house M.Sc. IV semester dissertation experimentation work will be finished by 5 June 2022. In addition, the final dissertation has to be submitted to the department by 30-06-2022.
4. Prof Keshav Kant Sahu, Chairman of the council, informed council members about recently received application forms for dissertation work from various organizations such as Govt. V.Y.T. P.G. Autonomous College, Durg and AMITY University, Raipur.
5. The Chairman also advised preparing the flyer for dissertation and other consultancy related works to Dr. Nagendra Kumar Chandrawanshi and Dr. Jai Shankar Paul.
6. The Chairman also intimated to council members for preparedness for the upcoming visit of the NAAC peer team. Thus, for the preparation of department's presentation, Dr. Kamlesh Shukla Sir and Dr Shubhra Tiwari has been given responsibility, and has to be completed by 15 June 2022. Related documents will be prepared by Dr. Nagendra Kumar Chandrawanshi, Dr. Shubhra Tiwari and Dr. Jai Shankar Paul up to 15 June 2022.
7. Council also decided that regular classes of M Sc III Semester will be initiated immediately after completion of the examination of their II Sem, which will be hopefully from the first week of July, 2022. In addition, looking to the performance of Dr. Jai Shankar Paul in previous years, he may be continued in the coming session also if University Administration agrees to do so.
8. 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 Afaqur Quraishi	Member	
Dr Kamlesh K Shukla	Member	

School of Studies in Biotechnology
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Sr.: 13/2022/SoS/BT/SCM/2022


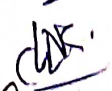
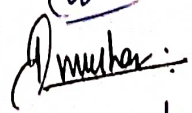
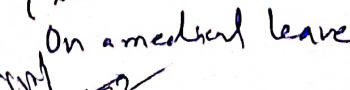
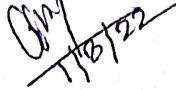
July 02, 2022

Staff Council Meeting (for the month: June 2022) of the School has been organized at 03.30 pm today on July 02, 2022, 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 Afaqur Quraishi, Member | - Present |
| 5. Dr Kamlesh Shukla, Member | - Present |

Matters considered during the meeting:

- Staff council members approved the minutes of the previous meeting held on May 31, 2022.
- The Chairman intimated to council members about the Heads Meeting held with honorable Vice-Chancellor Sir regarding punctuality in duty and class schedule of the upcoming session.
- The council members decided that the department will procure the following equipment for smooth execution of PG classes and Research activity: Gel Doc, BOD incubator, Rotary Evaporator, Elisa Reader, and Stereo zoom microscope. The proposal will be submitted to the University authority for further execution.
- Prof Keshav Kant Sahu, Chairman of the council, informed council members about a recently received email from the Coordinator of the Synergistic Training Program Utilizing The Scientific And Technological Infrastructure (STUTI), Punjab Agricultural University Ludhiana, Punjab, India, to jointly organize and conduct a Hands-on Workshop for seven days. The program will be restricted to 30 candidates; moreover, it will not be permitted more than three candidates from one institute. The council members agreed that the scientific program would be scheduled from September 5 to 12th, 2022.
- The staff council members decided that the M.Sc. I sem. entrance exam will be proposed up to 15-20 July 2022 to the University authority. In addition, M.Sc. III Sem. classes will be scheduled from July 6, 2022.
- The staff council members decided that two Air conditioners (AC) would be installed in the first floor's smart class room.
- The council members also agreed with the proposal for buying two Air conditioners (AC) for the classroom cum laboratory on the first floor. Including the falls ceiling necessary in the first-floor classrooms and laboratory and the remaining room, and for these purpose note sheet will be prepared soon and will be submitted to the University Administration.
- The council members decided to purchase laboratory equipment such as balance, distillation unit, shaker, rotary evaporator, Elisa Reader etc., for smooth execution of M.Sc. laboratory activities.
- The staff council members approved that the consultancy fees will be utilized for equipment purchases for students and research purposes.
- The members also agreed on reinstalling a small almirah with a door on the first floor of the laboratory.
- The council members discussed the M.Sc. IV sem. dissertation presentation examination and Ph.D. coursework presentation will be scheduled soon after receiving information from the university authority.
- The council members agreed that the upcoming DRC meeting for session 2022 would be scheduled for July January 12, 2022. The chairman also intimated to present members about the DRC candidates.
- 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 Afaqur Quraishi	Member	
Dr Kamlesh K Shukla	Member	

On a medical leave
11/07/22

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

Sr.: 13/2022/SoS/BT/SCM/2022



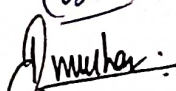
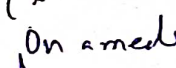
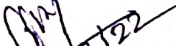
July 02, 2022

Staff Council Meeting (for the month: June 2022) of the School has been organized at 03.30 pm today on July 02, 2022, 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 minutes of the previous meeting held on May 31, 2022.
2. The Chairman intimated to council members about the Heads Meeting held with honorable Vice-Chancellor Sir regarding punctuality in duty and class schedule of the upcoming session.
3. The council members decided that the department will procure the following equipment for smooth execution of PG classes and Research activity: Gel Doc, BOD incubator, Rotary Evaporator, Elisa Reader, and Stereo zoom microscope. The proposal will be submitted to the University authority for further execution.
4. Prof Keshav Kant Sahu, Chairman of the council, informed council members about a recently received email from the Coordinator of the Synergistic Training Program Utilizing The Scientific And Technological Infrastructure (STUTI), Punjab Agricultural University Ludhiana, Punjab, India, to jointly organize and conduct a Hands-on Workshop for seven days. The program will be restricted to 30 candidates; moreover, it will not be permitted more than three candidates from one institute. The council members agreed that the scientific program would be scheduled from September 5 to 12th, 2022.
5. The staff council members decided that the M.Sc. I sem. entrance exam will be proposed up to 15-20 July 2022 to the University authority. In addition, M.Sc. III Sem. classes will be scheduled from July 6, 2022.
6. The staff council members decided that two Air conditioners (AC) would be installed in the first floor's smart class room.
7. The council members also agreed with the proposal for buying two Air conditioners (AC) for the classroom cum laboratory on the first floor. Including the falls ceiling necessary in the first-floor classrooms and laboratory and the remaining room, and for these purpose note sheet will be prepared soon and will be submitted to the University Administration.
8. The council members decided to purchase laboratory equipment such as balance, distillation unit, shaker, rotary evaporator, Elisa Reader etc., for smooth execution of M.Sc. laboratory activities.
9. The staff council members approved that the consultancy fees will be utilized for equipment purchases for students and research purposes.
10. The members also agreed on reinstalling a small almirah with a door on the first floor of the laboratory.
11. The council members discussed the M.Sc. IV sem. dissertation presentation examination and Ph.D. coursework presentation will be scheduled soon after receiving information from the university authority.
12. The council members agreed that the upcoming DRC meeting for session 2022 would be scheduled for July January 12, 2022. The chairman also intimated to present members about the DRC candidates.
13. 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	

On a medical leave
11/07/22

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

Sr.: 14/2022/SoS/BT/SCM/2022

July 02, 2022

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 2022-23 :

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

Keshav
02/07/22
Professor & Head
SoS in Biotechnology
Pt. Ravishankar Shukla University
Raipur-492 010 (C. G.)

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

No: 15/2022/SoS/BT/SCM/2022

04 August 2022

Following the discussion held in the Heads Meeting held on 03 July 2022, and following the Letter No. 2956/Gen Admin/Information/F-01/2022, Dated 03/08/2022, an emergent meeting of the Staff Council of the School has been organized at 04.00 pm on 04 August 2022, at HoD's Chamber. Following members attended the meeting:

- | | |
|---|------------|
| 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 | - On Leave |
| 5. Dr Kamlesh Shukla, Member | - On Leave |

Matters considered during the meeting:

- Members of the staff council approved the minutes of the previous meeting held on 02 July 2022.
- The Chairman intimated to council members that following the discussion held in the Heads Meeting, held on 03 July 2022, and following the Letter No. 2956/Gen Admin/Information/F-01/2022, Dated 03/08/2022, this staff council meeting was emergently called upon to discuss various issues pertaining to the above mentioned letter received from Governor House by the University Administration regarding celebration of "Azadi Ka Amrit Mahotsava". All the Heads have been asked to submit list of events to be organized under the "Azadi Ka Amrit Mahotsava" in this session, in the School along with proposed dates by 05 July 2022. Therefore, looking to the absence (due to leave) of Dr Kamlesh Shukla and Dr Afaqur Quraishi, both the members were conveyed this information telephonically. In addition, this issue was also discussed personally with Dr Kamlesh Shukla by Prof Keshav Kant Sahu on 03 August 2022 itself. Further, Dr Kamlesh Shukla showed interest in organizing a lecture series on Aspects of Climate Change, during 08 October 2022, Dr Afaqur Quraishi said that he will organize a Quiz Competition on Freedom Movement of India, during 4-5 November 2022, Dr Nagendra K Chandrawanshi said that he will organize a Hands on Training on Molecular Biology Aspects in association with M/s HiMedia Laboratories Pvt. Ltd. Mumbai, during 14-15 October 2022, while Prof Keshav Kant Sahu said that he will organize a Workshop on Entrepreneurship in association with KIIT, Bhubaneswar, during 23-24 August 2022.
All this details along with several other information asked has to be submitted positively by 05 August 2022 to the University Administration.
- Following the suggestions of Hon'ble Vice-Chancellor Sir, the council members decided to restructure various committees formed (wide Notification No: 14/2022/SoS/BT/SCM/2022, Dated 02 July 2022) for smooth running of various activities of the School. Therefore, new panels of various committees are constituted, as shown below;

Committee	Chairman	Members
Admission Committee	Prof S K Jadhav	Prof Keshav Kant Sahu Dr Afaqur Quraishi Dr Kamlesh Shukla Dr Nagendra K Chandrawanshi
Departmental Research Committee (Biotechnology)	Prof Keshav Kant Sahu	Prof S K Jadhav Dr Afaqur Quraishi Dr Kamlesh Shukla Dr Nagendra K Chandrawanshi
Time Table Preparation & Attendance Record	Dr Afaqur Quraishi	Dr Nagendra K Chandrawanshi Dr Kamlesh Shukla
Anti-Ragging Committee	Dr Kamlesh Shukla	Dr Afaqur Quraishi Dr Nagendra K Chandrawanshi

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Raipur 492 010, Chhattisgarh

Committee	Chairman	Members
Annual Budget & Stock Verification	Dr Kamlesh Shukla	Prof Keshav Kant Sahu Dr Afaque Quraishi Dr Nagendra K Chandrawanshi
Continuous Assessment & Student Feedback	Dr Kamlesh Shukla	Dr Afaque Quraishi Dr Nagendra K Chandrawanshi
Parent Teacher Meeting	Dr Kamlesh Shukla	Dr Afaque Quraishi Dr Nagendra K Chandrawanshi
Student Excursion & Educational Tour	Dr Kamlesh Shukla	Dr Afaque Quraishi Dr Nagendra K Chandrawanshi
NAAC Preparation Committee	Dr Kamlesh Shukla	Dr Afaque Quraishi Dr Nagendra K Chandrawanshi

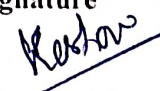

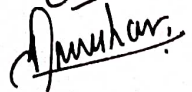
4. Looking to a long tenure (10 year long) of Dr Nagendra K Chandrawanshi as Member Secretary of the Staff Council, members of staff council unanimously decided to give this responsibility to Dr Kamlesh Shukla from the date of release of this Minutes of the Meeting, and till further notification.

Committee	Chairman	Members
Staff Council	Prof Keshav Kant Sahu	Dr Kamlesh Shukla, Secretary Prof S K Jadhav Dr Afaque Quraishi Dr Nagendra K Chandrawanshi

5. Members of Staff Council also decided to reframe the existing Departmental Purchase Committee. Now, Departmental Purchase Committee will comprise as below;

Committee	Chairman	Members
Departmental Purchase Committee	Prof Keshav Kant Sahu	Prof S K Jadhav Dr Kamlesh Shukla Finance Controller

6. HoD intimated to council members that admission in M. Sc. First Semester for the session 2022-24 has been completed and the regular classes has already been started from 03 August 2022, and the regular classes of Ph.D. Course Work students admitted for the session 2022-23 has began from 01 August 2022.
7. Prof S K Jadhav, the coordinator of the Faculty Development Programme, intimated to council members that on behalf of the Human Resource Development Centre, Pt. RSU, Raipur, he will be organizing a FDP program from 22 August 2022 to 24 September 2022.
8. Finally, the Member Secretary of the Council 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	On leave
Dr Kamlesh K Shukla	Member	On leave

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Pt. Ravishankar Shukla University
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August 10, 2022

A meeting of the members of the Staff Council of this School has been organized at 03.30 pm today; 10 August 2022, at HoD's Chamber. Following members attended the meeting:

- | | |
|---|-----------|
| 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 |

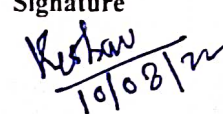
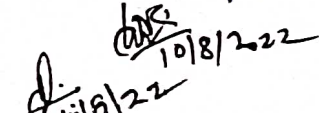
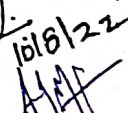

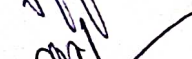
Matters considered in this meeting:

1. Members of the Staff council approved the minutes of the previous meeting held on 04 August 2022, and proposed a few modifications.
2. The Chairman intimated to council members that the list of proposed programs, to be organized under "Azadi Ka Amrit Mahotsava" has already been submitted to the University authority. The Chairman also advised members to start the administrative processes for getting financial assistance from the University authority for smooth execution of proposed events.
3. The council members decided that the various departmental commitments would need to be revised a little. In those committees constituted including members (Dr. Afaqur Quraishi, Dr. Kamlesh Shukla, and Dr. Nagendra Kumar Chandrawanshi), the Chairmanship will be distributed equally.

Below are the revised committees;

Committee	Chairman	Members
Time Table Preparation & Attendance Record	Dr Afaqur Quraishi	Dr Nagendra K Chandrawanshi Dr Kamlesh Shukla
Anti-Ragging Committee	Dr Kamlesh Shukla	Dr Afaqur Quraishi Dr Nagendra K Chandrawanshi
Continuous Assessment & Student Feedback	Dr Nagendra K Chandrawanshi	Dr Afaqur Quraishi Dr Kamlesh Shukla
Parent Teacher Meeting	Dr Afaqur Quraishi	Dr Kamlesh Shukla Dr Nagendra K Chandrawanshi
Student Excursion & Educational Tour	Dr Kamlesh Shukla	Dr Afaqur Quraishi Dr Nagendra K Chandrawanshi
NAAC Preparation Committee	Dr Afaqur Quraishi	Dr Kamlesh Shukla Dr Nagendra K Chandrawanshi

4. The council members also discussed about seepage of rain water from the roof of first floor of the School. The decision has been taken to call the incharge engineer from PWD, and communicate this to the University Engineering Department.
5. Finally, the Council Secretary acknowledged all the members for their presence.

Members	Designation	Signature
Prof Keshav Kant Sahu	Chairman	 10/08/22
Dr Nagendra K Chandrawanshi	Secretary	 10/08/22
Prof SK Jadhav	Member	 10/08/22
Dr Afaqur Quraishi	Member	 10/08/22
Dr Kamlesh K Shukla	Member	 10/08/22

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August 12, 2022

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 2022-23:

Committee	Chairman	Members
M.Sc. Admission	Prof S K Jadhav	Prof Keshav Kant Sahu Dr Afaqur Quraishi Dr Kamlesh Shukla Dr Nagendra K Chandrawanshi
Departmental Research Committee (Biotechnology)	Prof Keshav Kant Sahu	Prof S K Jadhav Dr Afaqur Quraishi Dr Kamlesh Shukla Dr Nagendra K Chandrawanshi
Anti-Ragging	Dr Kamlesh Shukla	Dr Afaqur Quraishi Dr Nagendra K Chandrawanshi
Time Table Preparation & Attendance Record	Dr Afaqur Quraishi	Dr Nagendra K Chandrawanshi Dr Kamlesh Shukla
Annual Budget & Stock Verification	Dr Kamlesh Shukla	Prof Keshav Kant Sahu Dr Afaqur Quraishi Dr Nagendra K Chandrawanshi
Assessment & Student Feedback	Dr Nagendra K Chandrawanshi	Dr Afaqur Quraishi Dr Kamlesh Shukla
Parent Teacher Meeting	Dr Afaqur Quraishi	Dr Kamlesh Shukla Dr Nagendra K Chandrawanshi
Student Excursion & Educational Tour	Dr Kamlesh Shukla	Dr Afaqur Quraishi Dr Nagendra K Chandrawanshi
Staff Council	Prof Keshav Kant Sahu	Dr Kamlesh Shukla, Secretary Prof S K Jadhav Dr Afaqur Quraishi Dr Nagendra K Chandrawanshi
NAAC Preparation Committee	Dr Afaqur Quraishi	Dr Nagendra K Chandrawanshi Dr Kamlesh Shukla

Keshav
12/08/22