

**DEPARTMENT OF BIOTECHNOLOGY
CHAUDHARY DEVI LAL UNIVERSITY, SIRSA**

Minutes of the meeting of Staff Council held on 21.07.2018 at 10.00 A.M. in the Office of the Chairperson, Dept. of Biotechnology, Ch. Devi Lal University, Sirsa.

Meeting of Staff Council was held on 21.07.2018 at 10.00 A.M. in the Office of the Chairperson, Department of Biotechnology, Ch. Devi Lal University, Sirsa. The following members were present:

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| 1. | Dr. R. K. Salar | Chairperson |
| 2. | Dr. S.K. Gahlawat | Member |
| 3. | Dr. Joginder Singh Duhan | Member |

The following agenda items were discussed and resolved:

1. The courses (1st & 3rd semester) were distributed among Faculty Members including Asstt. Prof. (Contractual), part-time teachers (to be appointed) and University Research Scholar of this department.
2. Time table of M.Sc. (Biotechnology) 1st and 3rd semester was discussed and finalized.
3. Dr. Suresh Kumar (Asstt. Prof. (Contractual) will act as Time Table In-charge for the session 2018-19
4. Dr. J. S. Duhan will act as Secretary, Staff Council for the session 2018-19.
5. Prof. S.K. Gahlawat will act as store In-charge, for the session 2018-19
6. The following Departmental Purchase Committee was constituted for the financial year 2018-19
 - i) Prof. R.K. Salar Convener
 - ii) Prof. S.K. Gahlawat Member
 - iii) Dr. J.S. Duhan Member
7. Latest specifications of Lyophilizer (freeze dryer) were approved as desired by the convener of sub-committee constituted by Central Purchase Committee for the purchase of Lyophilizer.

The meeting ended with a vote of thanks to the Chair.

-Sd-
Chairperson

Endst. No. CDLU/DBT/18/605-610

Dated:- 24/07/2018

Copy to:

1. All members of the Staff Council of the Department.
2. Incharge, University website, CDLU, Sirsa.
3. P.S. to Vice-Chancellor (for kind information of Vice-Chancellor), CDLU, Sirsa.
4. P.A. to Registrar (for kind information of Registrar), CDLU, Sirsa.

-Sd-
Chairperson

