

BHASKARACHARYA COLLEGE OF APPLIED SCIENCE
(UNIVERSITY OF DELHI)
SECTOR 2, PHASE 1, DWARKA, NEW DELHI 110 075

April 9, 2008

Minutes of the Staff Council Meeting

A meeting of the staff council was held on 4th April 2008 at 1030 hrs. in the Conference Room. Along with the chairman following members were present in the meeting:

Dr. Anita Sondhi	Dr. N. S. Abbas	Dr. Anil K. Bali	Dr. Sujata Bharadwaj
Dr. Uma Chaudhry	Dr. Uma Dhawan	Dr. Shivani Varmani	Dr. Lalit Kapur
Dr. Balaram Pani	Ms. Manu Kataria	Ms. Sangeeta Srivastava	Mr. Bhavya Deep
Ms. Amita Mishra	Ms. Abha Vasal	Dr. Geeta Mongia	Mr. Avneesh Mittal
Ms. Rizwana	Dr. Vandita Gupta	Dr. Shalini Sehgal	Dr. Eram S. Rao
Dr. Meenakshi Garg	Ms. Madhulika	Dr. Geeta Bhatt	Ms. Ragin Jindal
Ms. Neeru Sharma	Dr. Anand Bharadavaja		Dr. Vandana Batra
Sh. Siddhart Sirohi	Dr. Susmita Dey	Dr. S K Shukla	Dr. Ranjeet S. Thakur
Purnima Anand	Dr. Rohit Mathur	Dr. Rajesh Chaudhary	Mr. Vikas Tyagi
Parthsarthy Pal	Dr. Nisha Jha	Dr. Rupesh Kumar	Dr. Ruchi Marwah

The meeting started with a welcome note from the Chairman. Following are the minutes of the meeting.

Item No. 1: Confirmation of Minutes

Minutes of the Staff Council meetings held on 17th August 2007, 28th November 2007 and 1st February 2008 were confirmed. No matter was raised and discussed out of the earlier minutes.

Item No. 2: Formation of Committees, Clubs, Societies and Association

The house unanimously decided that the changeover date of staff council committees, clubs, societies and teachers-in-charge should be the 1st April of every year. This decision of the house over rides the earlier decision wherein the changeover date was 30th April.

List of Teachers-in-charge would be notified by the Principal. The same would be appended to the minutes.

Dr. Ranjeet S Thakur was renominated as Secretary, Staff Council till 31st March 2009

New committees were formed for the year 2008-09 (List enclosed)

All the club convenors would continue till 31st March 2009

Name of the Mountaineering Club is changed to Mountaineering and Trekking Club.

It was also decided to form and start Women Development Cell, Alumni Association and Gandhi Study Centre in the college.

Placement Brochure Committee was merged into Placement Cell. Bringing out the Placement Brochure would be the responsibility of the Placement Cell.

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It was decided to fix a slot (Wednesday, 1100 hrs. to 1300 hrs.) in the time table. This slot would be used for all sorts of meetings and other activities.

Item No. 3: Prospectus for the year 2008-09

The house felt the need to include information about the Short-Term courses and clubs in the forthcoming college prospectus.

The house decided that every student must take membership to at least one club. Membership to the second club would be optional. The club/society membership fee @ 200 each club should be charged at the time of admission.

The college should have an academic calendar which should be printed in the prospectus.

Supplementary Agenda

Annual reports of the following staff council committees and clubs were placed before the house and read by their respective convenors

Time Table Committee	Mr. Avneesh Mittal
Library Committee	Dr. Ranjeet S Thakur
Photography Club	Dr. N S Abbas
Electro Society	Dr. Geeta Mongia
Gender Sensitization Committee	Dr. Geeta Bhatt
NCC	Dr. Balaram Pani
Poly Society	Dr. S K Shukla
NCC NSS	Dr. S K Shukla
Dance Club	Ms. Ragini Jindal

For the remaining annual reports of clubs, societies and committees it was decided (and members were informed) to hold a meeting of the staff council on 11th April 2008 at 1230 hrs. in the conference room.

Item No. 4: Any other matter

With regards to the list of new equipments received from the University, the matter was referred to the committee already in place.

Another issue raised was concerning the high drop out rate in some departments. The chairman took a serious note of it and promised the house of discussion in the next meeting and appropriate measures.

The chairman informed the house that the college received a grant of Rs. 25000/= for PTAC by UGC.

The matter of format of the attendance register was raised. The matter was postponed for discussion to next meeting.

The meeting ended with a vote of thanks.

[Signature]
Secretary, Staff Council

**List of Teachers-in-Charge as appointed by the Principal vide office order no.
BCAS/13(2)/OO/2008 dated 07.04.08 and 09/04/08**

Sr	Name	Department	Till
1	Dr. Anita Sondhi	Biochemistry	31-Mar-09
2	Dr. N S Abbas	Biology	31-Mar-10
3	Dr. Shivani Varmani	Biomedical Science	31-Mar-09
4	Dr. Balaram Pani	Chemistry	31-Mar-10
5	Mr. Bhavya Deep	Computer Science	31-Mar-10
6	Dr. Geeta Mongia	Electronics	31-Mar-09
7	Dr. Vandita Gupta	Food Technology	31-Mar-09
8	Ms. Madhulika	Human Communication	31-Mar-09
9	Dr. Geeta Bhatt	Instrumentation	31-Mar-09
10	Ms. Neeru Sharma	Mathematics	31-Mar-10
11	Dr. Purnima Anand	Microbiology	30-Apr-08
12	Dr. Anand Bhardvaja	Physics	31-Mar-10
13	Dr. S K Shukla	Polymer Science	31-Mar-09
1	Prospectus Committee		
	Dr. Anita Sondhi	Convener	
	Dr. Meenakshi Garg	Member	
	Dr. Purnima Anand	Member	
	Mr. Bhavya Deep	Member	
	Convener, ECA	Member	
	Convener, Sports	Member	
	Incharge, NSS	Member	
2	Admission Committee		
	Dr. Manoj Khanna	Convener	
	Teachers-in-Charge of Main Department	Member	
3	PR Committee		
	Dr. Uma Choudhary	Convener	
	Ms. Madhulika	Member	
	Mr. Bhavya Deep	Member	
4	Academic Committee		
	Dr. Anil K Bali	Convener	
	Teachers-in-Charge	Member	
	Convener, Time Table Committee - Ex officio	Member	
5	Time Table Committee		
	Mr. Avneesh Mittal	Convener	
	Teachers-in-Charge	Member	
	Convener, Academic Committee - Ex officio	Member	

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6 Discipline Committee	
Dr. N S Abbas	Convener
Convener, Gender Sensitising Committee Ex-officio	Member
Incharge, NSS Ex-officio	Member
Incharge, NCC Ex-officio	Member
Dr. Anand Baradwaja	Member
Dr. Sushmita Dey	Member
Dr. Shalini Sehgal	Member
7 Student Advisory cum Welfare Committee	
Dr. Eram S Rac	Convener
Dr. Uma Chaudhary	Member
Dr. Meenakshi Garg	Member
8 Library Committee	
Librarian	Convener
Teachers-in-Charge	Member
9 Purchase Committee	
Dr. Balaram Pani	Convener
Bursar, Ex-officio	Member
Teacher-in-Charge of Concerned Department	Member
Convener of Concerned Committee	Member
10 Building Repairs and Maintenance Committee	
Dr. S K Shukla	Convener
Bursar, Ex-officio	Member
Dr. Manoj Khanna	Member
Dr. Shalini Sehgal	Member
11 Canteen Committee	
Dr. Sangeeta Srivastava	Convener
Ms. Rizwana	Member
Ms. Ragini Jindal	Member
Ms. Amita Mishra	Member
12 ECA Committee	
Dr. Shivani Varmani	Convener
Dr. Sushmita Dey	Member
Dr. Purnima Anand	Member
Dr. Ruchi Gulati	Member
Dr. Rajesh	Member
Dr. Rohit Mathur	Member
13 Magazine Committee	
Ms. Madhulika	Convener

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Dr. Ruchi Gulati	Member
Dr. Vandana Batra	Member
Dr. Rohit Mathur	Member
Ms. Manu Kataria	Member
Mr. Avneesh Mittal	Member
Ms. Abha Vasal	Member
14 Placement Cell cum Brochure	
Dr. Vandana Batra	Convener
Ms. Amita Misra	Member
Dr. Vandita Gupta	Member
Dr. Ruchi Gulati	Member
Dr. Geeta Bhatt	Member
Dr. Geeta Mongia	Member
Mr. Sidharth	Member
Dr. Uma Dhawan	Member
Dr. Anil K Bali	Member
15 Sports Committee	
Dr. Geeta Bhatt	Convener
Dr. Anand Bharadwaja	Member
Dr. Lalit Kapur	Member
Ms. Neeru Sharma	Member
Inchage, NCC Ex-officio	Member
Inchage, NSS Ex-officio	Member
16 Garden Committee	
Dr. N S Abbas	Convener
Ms. Manu Kataria	Member
Ms. Madhulika	Member
Ms. Rizwana	Member
Dr. Anita Sondhi	Member
Dr. Uma Dhawan	Member
17 Internal Assessment	
Departmental Moderation Committee	
Previous Teacher-in-Charge	
Present Teacher-in-Charge	
In coming Teacher-in-Charge	
College Monitoring Committee	
Principal	Convener
Bursar	Member
Secretary, Staff Council	Member
President, Staff Association	Member
Dr. N S Abbas	Member

22/11

18 Annual Day Committee	
Bursar, Ex-officio	Convener
Convener, Discipline Committee	Member
Convener, Sports Committee	Member
Convener, ECA. Committee	Member
Incharge NSS	Member
Incharge NCC	Member
Secretary, Staff Council	Member
19 Website and Internet/ Intranet Committee	
Mr. Bhavya Deep	Convener
Ms. Manu Kataria	Member
Dr. Sangeeta Srivastava	Member
Ms. Amita Misra	Member
Ms. Abha Vasal	Member
20 Women Development Cell	
Dr. Shalini Sehgal	Convener
Members to be coopted	
21 Alumni Association	
Dr. Uma Chauchary	Convener
Members to be coopted	
22 Gandhian Study Centre	
Ms. Madhulika	Convener
Ms. Abha Vasal	Member
Dr. Anand Bhadwaja	Member
Dr. Rupesh	Member
Dr. Purnima Anand	Member

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Mr. Sidharth Sirohi to work as facilitator for Seminars. Seminar Committee discontinued.