

DEPARTMENT OF ZOOLOGY
MINUTES OF MEETING, JUNE 2023-MAY2024

SUBMITTED TO IQAC

Meeting minutes of meeting held on June 30th 2023

1. The departmental meeting discussed on the upgradation of department books, and procure quality books as per budget provision. The meeting also expressed need for more budgetary allocation for purchasing library books.
2. The meeting also discussed on laboratory items that needs repairing and purchase of consumables.

Meeting minutes of meeting held on August 19th 2023

1. The meeting discussed on status of syllabus taught, performance progress of students in the daily classes and assignments.
2. Discussed on the need to repair and upgrade laboratory cabinet in the department.
3. The department also deliberated on formation of likeminded Club (Science based Club) with vision to educate on nature care, nature-based recreation and bioscience field-based education.

Meeting minutes of meeting held on October 25th 2023

1. The meeting highlighted and discussed on the agenda for proposed meeting of Department Board of Studies in the University.
2. Discussed on the purchase of stationaries for the department.
3. Decided to make a list of equipment that are needed in the laboratory for practical class, especially to update the faded permanent specimens and slides.
4. The meeting decided to write an application regarding requisition for more faculties in the department.

Meeting minutes of meeting held on February 21st 2024

1. Discussed on procuring some exotic fishes for department aquarium for the Skill Enhancement Course.
2. Discussed on proposal (verbal) from Head Teacher, GMS Chendang Village for their students' educational visit to the College.
3. Discussed on observation of International Biological Diversity (IBD) Day 2024.
4. The meeting also discussed on the observation of National Science Day 2024 (28 February), in collaboration with Science departments.

Meeting minutes of meeting held on February 21st 2024

1. The meeting held in the department decided to approach the EMRS administrator for extension service to EMRS, during the International Biological Diversity Day (IBD) 2024.
2. The meeting planned to observe IBD 2024 at EMRS with seminar presentation and exhibition of laboratory specimen to the students with an idea to inculcate scientific interest among the high school students.
3. The meeting also discussed on the status of syllabus covered and response from the students in classes, assignments and practical interest.

Meeting minutes of meeting held on April 12th 2024

1. The meeting discussed on receiving the students from GMS Chendang village; also made plans to approach the other departments from College to open their laboratories and facilities and introduce them to the visiting students. List of College facilities to be introduced are briefly as-
 - (i) College Museum, to approach Dr. Iris Odyuo.
 - (ii) Floriculture under RUSA, to approach the RUSA coordinator.
 - (iii) Science laboratories, through the HoDs.
2. The meeting also briefly discussed on the department plan of activities to propose for the next academic session.
3. The meeting discussed on need to purchase new model of human skeleton for the laboratory.