

DEPARTMENTAL MEETING

8/10/21

The departmental meeting of Microbiology Department held under chairmanship of departmental in-charge Dr. B. Lakshmi to discuss the following Agenda.

AGENDA:-

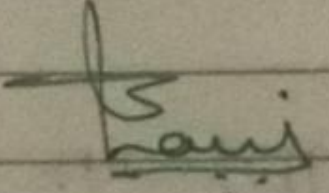
1. Dr. B. Lakshmi assumed as an In-charge of Department of Microbiology
2. Allotment of the workload for the ongoing II and V semesters.

In the Department meeting held on 8/10/21 at 11:00 AM in the Microbiology Department and discussed on the agenda mention above and resolve the following unanimously.

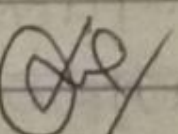
1. Dr. B. Lakshmi has taken the responsibility of the Department of MICROBIOLOGY as an In-charge from 17/9/21.
2. It is resolved to distribute the workload among the faculty members in the department in the following manner.

S.NO	TITLE OF PAPER	THEORY	PRACTICAL
1.	PAPER - II	Dr. B. Lakshmi	Dr. B. Lakshmi / G.N.V. Satish
2.	PAPER - V	Dr. B. Lakshmi	Dr. B. Lakshmi / G.N.V. Satish
3.	PAPER - VI	G.N.V. Satish	Dr. B. Lakshmi / G.N.V. Satish

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Lecturer In-charge

Signature of Department members:

1. G.N.V. Satish - 

DEPARTMENTAL MEETING

17/11/21

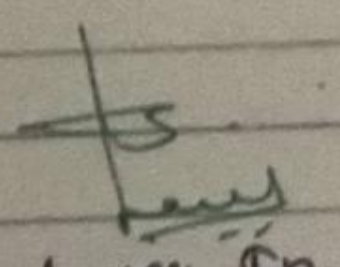
The Departmental meeting of MICROBIOLOGY Department held under chairmanship of department In-charge Dr. B. Lakshmi to discuss the following agenda.

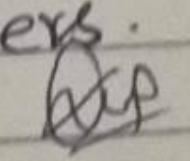
AGENDA:-

1. To discuss the action plan about the BOS meeting that is to be conducted.
2. To send the appointment letters to the BOS nominee.
3. completion of syllabus to the upcoming II Sem Examinations.
4. To attend the admission members of Department.

In the department meeting held on 17/11/21 at 12:00 noon in the Microbiology department and discussed on the agenda mentioned above and resolve the following unanimously.

1. It is resolve to conduct the BOS meeting on 22/11/2021 for the academic year 2021-2022 subjected to availability of university nominee.
2. It is resolved to send appointment letters to the BOS nominee appointed letters by AKNU.
3. It is also resolved to complete the remaining syllabus for the II Semester students for the semester and examination.
4. It is also resolved to certify the records for the II semester practical examinations.
5. It is resolved to attend the admission duties as per the proceedings given by the principal.


 Lecturer In-charge

Signature of department members.
 G. N. V. SATISH - 

DEPARTMENTAL MEETING

14/12/2021

The Departmental meeting of Microbiology department held under chairmanship of Departmental In-charge Dr. B. Lakshmi to discuss the following agenda:

AGENDA:-

1. Listing out the Instruments required for Microbiology Laboratory.
2. Sending a request letter to Purchase committee regarding the purchase of above Lab Instruments.

In the department meeting held on 14-12-2021 at 12:00 pm noon in the Microbiology Department and discussed on the agenda mentioned above and resolve the following unanimously

1. It is resolved to prepare the list of instruments to be purchased for the Microbiology laboratory.
2. It is resolved to Purchase the instruments for the amount of 2 lakh Rupees as directed by the Principal.
3. It is resolved to send the request letter to the Purchase committee in order to take the necessary action for calling up the quotations for below mentioned Instruments.

<u>S.No</u>	<u>Equipment Description</u>	<u>MAKE</u>
1.	Digital pH meter with combined electrode	Systronics
2.	Digital Calorimeter	Systronics
3.	Water bath - rectangular - 6 holes	KEMI
4.	Deep Freezer - Horizontal Model - -20°C - 200 litres	Blue star
5.	Micropipettes - 0.2 - 10 µl 2 - 200 µl, 200 - 1000 µl	Borosil
6.	Microtips - 0.2 - 10 µl, 2 - 200 µl, 200 - 1000 µl	Tarsons
7.	Wall mount - Distillation unit	KEMI
8.	Autoclave - Portable	KEMI
9.	Microcentrifuge tubes	HiMedia
10.	Mini Horizontal Electrophoresis	HiMedia
11.	UV Transilluminator	HiMedia
12.	Haemocytometer	
13.	Compound Microscope with Mechanical stage	Wesux
14.	Hot Air oven - 18 x 18 x 18"	KEMI
15.	Vertical Electrophoretic system	HiMedia
16.	MINI Rotary shaker - Max speed 400 RPM	KEMI
17.	Bacterial Cultures - <i>Bacillus subtilis</i> / <i>Cereus</i> <i>Staphylococcus aureus</i> , <i>Pseudomonas aeruginosa</i> <i>Streptococcus lactis</i> Fungi - <i>Aspergillus niger</i>	

Departmental Members

1. G. N. U. SATISH - G. N. U. 14/12/21

14/12/2021
Lecturer In-charge