

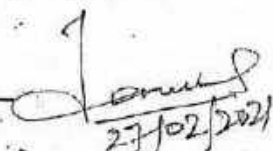

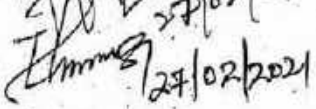

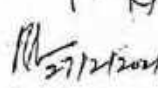
V departmental committee meeting was conveyed today on 15/02/2021 under the chairmanship of Head, Department of Zoology. Following members were present —

1. Prof. Syed Tanweer — In chair —
2. Prof. A. A. Bano — Member — *A. A. Bano* 15/02/21
3. Dr. Mustahsen F. Faridi — " — *M. Faridi* 15/2/21
4. Dr. Tariq Ahmad — " — *T. Ahmad* 15/2/2021
5. Dr. Imtiaz A. Khan — " — *I. A. Khan* 15.2.2021
6. Dr. Midyatullah Tak — " — *M. Tak* 15/02/21
7. Dr. Yahya Bakhtiyar — " — *Y. Bakhtiyar* 15/2/21
8. Dr. Altaf Hussain — " — *A. Hussain* 15/2/2021

It was resolved that —

1. A committee comprising of Dr. Midyatullah Tak, Dr. Bilal A. Bhat, Dr. Yahya Bakhtiyar and Dr. Altaf Hussain has been constituted to verify assess and check the departmental instruments as well as the instruments handed over by the out-going Professors.
2. A scholar namely Ms. Farah Naz has managed to forge her attendance through fellow scholars for which the committee resolved that as a punishment the said scholar has to put an additional one year residency period in lieu of the proxy committed. Further, all the scholars involved in this proxy are directed to submit an affidavit duly signed by

Minutes of the meeting held on 27/02/2021  
under the chairmanship of Head, Department  
of Zoology. Following members were present -

1. Prof. Syed Tameer — In-Chair —  27/02/2021
2. Prof. Fayaz Ahmad — Member —
3. Prof. A. A. Buhroo — " —
4. Dr. M. F. Fazili — " —  27/02/2021
5. Dr. Tariq Ahmad — " —  27/02/2021
6. Dr. Imtiaz A. Khan — " —
7. Dr. Midayatullah Tak — " —  27/02/2021
8. Dr. Bilal A. Bhat — " —  27/02/2021
9. Dr. Altaf Hussain — " —  27/02/2021
10. Dr. Yahya Bakhtyar — " —

It was resolved that -

1. Establishment of research laboratories:  
Resolved that three (03) research laboratories shall be developed in the already available space of the extension block by debit to available local fund.
2. Upgradation of Seminar library:  
Resolved that one already available room be annexed with the library to accommodate new books, dissertations and theses of the scholars as well as to conduct seminars for research scholars and students.




Minutes of the meeting held on 27/02/2021  
under the chairmanship of Head, Department  
of Zoology. Following members were present—

1. Prof. Syed Tanveer — In-Chair —  27/02/2021
2. Prof. Fayaz Ahmad — Member —
3. Prof. A. A. Bukhroo — " —
4. Dr. M. F. Fazili — " —  27/02/2021
5. Dr. Tariq Ahmad — " —  27/02/2021
6. Dr. Imtiaz A. Khan — " —
7. Dr. Midayatullah Tak — " —  27/02/21
8. Dr. Bilal A. Bhat — " —  27/02/2021
9. Dr. Altaf Hussain — " —  27/02/2021
10. Dr. Yahya Bakhtiyar — " —

It was resolved that—

1. Establishment of research laboratories:  
Resolved that three (03) research laboratories shall be developed in the already available space of the extension block by debit to available local fund.
2. Upgradation of Seminar library:  
Resolved that one already available room be annexed with the library to accommodate new books, dissertations and theses of the scholars as well as to conduct seminars for research scholars and students.

Minutes of the departmental committee held on 04/03/2021 in the office chamber of Head, Deptt. of Zoology. Following members were present —

1. Prof. Syed Tanvir — In-Chair —  04/03/2021
2. Prof. Fayaz Ahmad — Member — 
3. Prof. A. A. Bukhroo — " — 
4. Dr. Mustahson F. Fazili — " —  4/3/21
5. Dr. Tariq Ahmad — " —  4/3/21
6. Dr. Imtiaz A. Khan — " — 
7. Dr. Midayatullah Tak — " —  04/03/21
8. Dr. Bilal A. Bhat — " — 
9. Dr. Yahya Bakhtiyar — " — 
10. Dr. Altaf Hussain Mir — " — 

It was resolved that —

1. Extension of Dr. Altaf Jan (Ex-Professor)

The application of Dr. Altaf Jan, Ex-Professor, department of Zoology received from Administration (Teaching wing), vide no. F (Ex-Prof./Zoology/extension) Adm/TW/KU/21/86, dated 3/3/2021 regarding grant of extension in her services for a period of six months, was placed before the departmental committee and it was unanimously resolved that DC is not in favour of granting extension to former teacher as she is not involved in teaching of current/

Minutes of the meeting held on 10/3/2021 under the chairmanship of Head, Department of Zoology. It was resolved that -

1. 3<sup>rd</sup> Semester Examination - The 3<sup>rd</sup> semester examination to start from 25<sup>th</sup> of March, 2021 in consultation with the teachers whose syllabus is yet to finish.
2. 2<sup>nd</sup> & 3<sup>rd</sup> Semester Practicals - Resolved that after completion of 3<sup>rd</sup> semester examination, Practicals of 2<sup>nd</sup> & 3<sup>rd</sup> semesters shall be conducted.
3. Internal Examination of 3<sup>rd</sup> Semester - Internal examination shall be based on MCQs with five questions from each unit.
4. Shifting of MOD's room - It was unanimously resolved that Head's room be shifted to the room vacated by Prof. G. M. Shah.

Signatures of Members

1. James  
Tennant
2. \_\_\_\_\_
3. Chadler
4. Gracey  
10/3/21
5. Thomas 10/3/2021
6. M. K. S. S.
7. Alh 10/03/21
8. John 10/03/21

Minutes of the departmental committee meeting held on 30/03/2021 under the chairmanship of Head, Department of Zoology - with following points discussed and resolved -

1. Updation of Postgraduate Syllabus -

Keeping in view the ensuing PG BOS to be held on 3rd April, 2021, P.G. Syllabus of 1st and 2nd semesters were thoroughly discussed with the necessary suggestions put forth by worthy members & incorporated in the Syllabus. The concerned T/Incharges were directed to make changes in the soft-copy as well.

2. I.Ph.D. admission 2020

Students who have qualified entrance test for I.Ph.D. programme, 2020 shall be selected on the basis of -

- i) Merit obtained in the entrance test (50 points)
- ii) Interaction/presentation before DRG (30 points)
- iii) Marks secured at P.G. level (20 points)

The students shall be called for counselling on 7th of April, 2021.

3. Renovation of HOD room

The tentative expenditure for the renovation of HOD room is around 3 lakh as proposed by university engineers. It was resolved that the necessary approval for the same be sought from the authorities.

The meeting ended with vote of thanks.

Signatures of DRG members







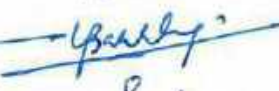

1. Samuel  
S. Samuel
2. Dr. Hidayat  
Dr. Hidayat
3. Chib
4. [Signature]
5. [Signature]  
Dr. Tareq 30/3/21
6. M. [Signature]  
2. 15.11.
7. [Signature]  
Dr. Banerji
8. [Signature]  
Dr. Akhtar

[Signature]  
(Dr. Syed Tameer)  
20/03/21  
Prof. & Head



①

Minutes of DC meeting held on 06/04/2021 in  
the office chamber of HoD Zoology

Following were present:

1. Prof. Syed Tanveer (in the chair) 
2. Prof. A.A. Buhroo 
3. Dr. M.F. Fazili 
4. Dr. Imtiaz A. Khan 
5. Dr. Hidayatullah Khan 
6. Dr. Bilal A. Bhat 
7. Dr. Yahya Bakhtiyar 
8. Dr. Altaf Hussain 

It was resolved as follows:

1. Budget - 2021-22 :- The budget for the department was discussed threadbare before forwarding to concerned quarter. 
2. The Practicals for 2nd<sup>nd</sup> Semesters (Batch 2019) will be conducted from April 19, 2021, and examinations for the same will be held after completing the courses.
3. The 4th Semester Students shall submit their Project reports by 30th of April, 2021.  
The meeting ended with thanks to chair. 

Tanveer  
06/04/2021

Minutes of the meeting held on 19/4/2021 under the chairmanship of Head, Department of Zoology. It was resolved that -

1. Project Assignment of 4th Sem.

The mentors were assigned to the students for completing their project work which is to be submitted before 4th semester examination.

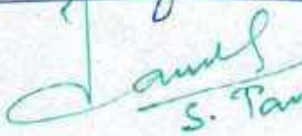
2. M.Sc. 2nd & 3rd Sem. Practicals (Batch, 2019)

The pending practicals of M.Sc. 2nd and 3rd Sem; batch, 2019 shall run parallel in the previous and final P.G. labs. of the department w.e.f. 20th April, 2021

3. Revised Synopsis of I.P.H.D. Students, 2019

The I.P.H.D. students of batch, 2019 are directed to submit their <sup>revised</sup> synopsis as per the modifications sought by BORS in consultation with their supervisors at the earliest.

Signature of Members

1.  S. Tameer

2.

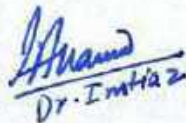
 Fargis

3.

 Akbar

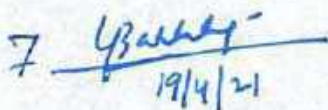
4.  J. Hameed  
19/4/2021

5.

 Dr. Imtiaz

6.

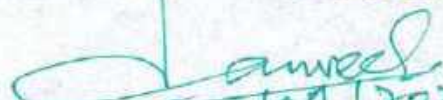
 A. Bilal

7.  Y. Bakht  
19/4/21

8.

9.

The meeting ended with vote of thanks to the chair

  
(Dr. S. Tameer)  
19/04/2021  
Prof. & Head  
Department of Zoology



Minutes of the online departmental committee meeting held on 11/05/2021 under the Chairmanship of Head, Department of Zoology. The following members were present:

- |                          |          |
|--------------------------|----------|
| 1. Prof. Syed Tanveer    | In Chair |
| 2. Prof. Fayaz Ahmad     | Member   |
| 3. Prof. A.A. Buhroo     | Member   |
| 4. Dr. Tariq Ahmad       | Member   |
| 5. Dr. Imtiaz A. Khan    | Member   |
| 6. Dr. Hidayatullah Tak  | Member   |
| 7. Dr. Bilal Ahmad Bhat  | Member   |
| 8. Dr. Yahya Bakhtiyar   | Member   |
| 9. Dr. Altaf Hussain Mir | Member   |

It was resolved that:

**Item 1. M.Sc. 4<sup>th</sup> Semester, Batch 2018:** The evaluation status of theory and practical awards of outgoing 4<sup>th</sup> semester students was discussed while the committee was requested to complete and upload the pending theory and practical awards of 4<sup>th</sup> semester students, batch 2018 for the declaration of their results at the earliest. Further, the students have been directed to submit their assigned projects to the concerned teachers through email by or before 20<sup>th</sup> May, 2021.

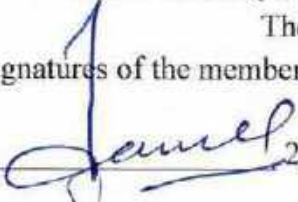





**Item 2. M.Sc. 3rd Semester Paper evaluation:** The members were requested to expedite the evaluation process of all the theory papers of M.Sc. 3rd Semester, batch 2019, the examination of which was held in month of April, 2021 via online mode.


**Item 3. M.Sc. 1<sup>st</sup> Sem OE/GE Exam., Batch, 2020:** The OE/GE examination of M.Sc. 1<sup>st</sup> Sem, batch, 2020 which is scheduled to be held on 17<sup>th</sup> and 19<sup>th</sup> of May, 2021, Dr. Bilal and Dr. Bakhtiyar were requested to set their respective papers of wildlife and Ichthyology and conduct online examination of the same through online mode. The pattern for the examination has been decided to be 10 MCQ's (for internal paper) and four short answer questions of 10 marks each (for external paper).

**Item 4. M.Sc. 1st Sem, Batch 2020:** It was resolved that the pending syllabus of M.Sc. 1<sup>st</sup> Semester, batch 2020 be completed by or before 25<sup>th</sup> May, 2021 and the examination of the said semester shall be conducted w.e.f. June 1, 2021. The pattern for the examination shall be 5MCQ's (internal), 2 Very short, 1 Short answer question per credit.

The meeting ended with vote of thanks to the chair.

Signatures of the members:

1  2  3 \_\_\_\_\_ 4 \_\_\_\_\_  
5  6  7  8 

  
(Dr. Syed Tanveer)  
Prof. & Head  
Department of Zoology

Minutes of the Departmental meeting held on 13/7/2021 under the chairmanship of Head, Department of Zoology. It was resolved that —

1. Seminars of M.Sc. I<sup>st</sup> Semester, Batch 2020:

The Students of I<sup>st</sup> semester shall be assigned Seminar topics and the same shall be presented by the Candidates w.e.f. 1<sup>st</sup> August, 2020 onwards.

2. Ph.D. Syllabus, 2021:

Dr. Midayat is assigned the job of updating the syllabus of Ph.D. Programme, 2021.

3. Room <sup>Allotment of</sup> No. 110 of main block

The official chamber, Room no. 110 lying vacant in the main block shall be allotted to Dr. Imtiaz, Associate Professor of the department.

4. Allotment of Supervisor

The research scholar namely Ms. Sharika Shejari under the supervision of ~~ex. Prof.~~ Dr. M.F. Farid, Ex. Associate Professor of the department, shall now continue her research work under the supervision of Dr. Yahya Bakhtiyar, Sr. Assistant Professor of the department.

5. 3<sup>rd</sup> Reminder for budget allocation of local fund:

~~The~~ The 3<sup>rd</sup> reminder for budget allocation of local fund was once again submitted to Hon'ble Vice-Chancellor for approval.

Signatures of Members

1. James  
S. Patel.

2. Anil

3. James  
Dr. Tareq 13/7

Minutes of 156 meeting of Departmental Committee  
today on 12 August 2021.

Prof. Syed Tanveer  
Prof. A. A. Buhroo  
Dr. Tariq Ahmad  
Dr. Irtiq Ahmad  
Dr. Hidayatullah Taka  
Dr. Bilal Ahmad Bhat  
Dr. Yalya Bakshji  
Dr. Altaf Hussain Mir

1. Degree Equivalence issue of Ms. Mehreen Khalil.

Resolution The syllabus attached with the documents was critically analyzed by the departmental committee & was found that the syllabus of the Department of Zoology of Kashmir & syllabus of Masters of Science with a major in Biology awarded by Indian Institute of Science Education & Research Mohali & was found that it does not match beyond 30%. ~~hence equivalence~~  
~~apudapraa cannot be~~

2. Practical Examination of 2019 Batch

Res: Dates of the practical Examination are finalized in consultation with CR's

- 23<sup>rd</sup> of August 2021 304CR
- 25<sup>th</sup> of August 2021 307CR
- 27<sup>th</sup> of August 2021 407 DCE.

3. Virtual tour of Museum (in collaboration with GDC Bijbehara)

Res: If the same workshop is to be conducted it should be in collaboration with Dept. of Zoology University of Kashmir; with proper formal brochure.

utilization + and

4. Committee to oversee / look after the  $\uparrow$  disbursement of allotted local fund.

- Prof. Syed Tanveer - Chairman
- Prof. A.A. Buhroo - Member
- Dr. Hidayatullah Tak - Member
- Dr. Bilal Ahmad Bhat - Member
- Dr. Yalga Bakhsh - Member + S.O. (M. 99 bal)

The above mentioned committee will look after the utilization & disbursement of allocated funds in copy of budget.

The meeting ended with thanks to his chair

Jamshed S. Tanveer

A. A. Buhroo

Dr. Hidayatullah Tak

Dr. Bilal Ahmad Bhat

Dr. Yalga Bakhsh

Dr. Yalga Bakhsh

Dr. Bilal Ahmad Bhat

Dr. Hidayatullah Tak

Jamshed S. Tanveer  
12/08/2021

H.O.D.



# Post Graduate Department of Zoology

University of Kashmir, Srinagar

**"NAAC Accredited Grade A+ University"**


Hazratbal, Srinagar-190006, Kashmir, J&K

Prof. Syed Tanveer  
*Professor & Head*

## Notice

On the recommendations of Departmental Committee, a sub-committee comprising of the following is constituted under the chairmanship of the undersigned to look after the utilization of local funds already available with the Department of Zoology.

1. Prof. Abdul Ahad Buhroo
2. Dr. Hidayatullah Tak
3. Dr. Bilal Ahmad Bhat
4. Dr. Yahya Bakhtiyar
5. Mr. Mohammad Iqbal Bhat

  
Prof. Syed Tanveer  
Head of the Department  
*16/08/2021*

Minutes of the Departmental Committee to discuss various issues of the department on 17-8-2021

- Prof. Syed Tanveer — in chair
- Prof. Fayaz Ahmad I — member
- Prof. A.A. Buhroo — "
- Dr. Tariq Ahmad — "
- Dr. Imtiaz Ahmad — "
- Dr. Hidayatullah Tak — "
- Dr. Bilal Ahmad Bhat — "
- Dr. Yahya Baktiyar — "
- Dr. Altaf Hussain — "

1. Virtual tour of Museum as requested by GDC Bijbehara

Resolution : It is resolved that the said programme be organized in the first week of September 2021.

- Dr. Hidayatullah Tak
- Dr. Bilal A Bhat
- Dr. Yahya Baktiyar
- Dr. Altaf Hussain

will act as coordinators for successful arrangement.

2. Status of FIST (4 Filing New Application)

Resolution - To seek information regarding the <sup>status</sup> of unspent balance ~~status~~ or seeking information of RTGS <sup>in + date</sup>.

- To apply for level 2 program. wherein last date is 06 sep 2021.

3. Syllabus of I.Ph.D batch 2020 :

Resolution : The syllabus of batch 2019 will be same applicable to the I.Ph.D batch 2020 as well.

④ Research Scholar issue (Arizoo Bhat).

Keeping in view the attendance issue of Arizoo Bhat, it was resolved that she is allowed to join from 2<sup>nd</sup> of August 2021.

Her joining will be considered for w.e.f. 2<sup>nd</sup> August 2021.

⑤ Attendance of Research Scholars.

Resolution: It was resolved that unauthorised absence of research scholar for a period as per the statute will be served a memo & his/her admission will be cancelled thereafter.

⑥ Allotment of I-Ph.D Students 2020 batch Entrance qualified

Resolution: Research scholars will be informed through notice to join the department within one month upto 16<sup>th</sup> of September 2021 failing which candidate shall ~~lose~~ forfeit their right to admission & waiting list candidate will be given opportunity to join.

- In the list of candidates as received on 17/8/21 No. F (Selection list - I Ph.D - zoology - xs) KU all research scholars have been allotted supervisors where as Sno. 3 Shaista Javid & Sno 06 Manzoor Ahmad Mir shall report to the HOD for allotment of supervisors.

- The course work syllabus will be same as that of exempted candidates.

(7) FIST (Project) Implementation group-

Resolution: Committee is hereby framed for sorting out all the requirements for submission as well as complementation of the FIST project.

1. Prof. Syed Tanveer
2. Prof. ~~Faraz Ahmad~~ ~~A.A. Bukroo~~
3. Prof. A.A. Bukroo
4. Dr. Tariq Ahmad
5. Dr. Intiaz Ahmad
6. Dr. Hedayatullah Tak
7. Dr. Bilal Ahmad Bhat
- (78) 8. Dr. Atif Hussain
9. Dr. Yahya Bakhsh

James  
S. Paul

Atif

Intiaz  
(Dr. Intiaz)

[Signature]

[Signature]  
Dr. Bilal

Yahya

[Signature]

James  
17/08/2021  
HOD.



①

Minutes of the meeting held on 23/8/21

Meeting was conducted to discuss various issues regarding various issues.

1. Purchase of chemicals & glasswares.

Resolution : It was resolved that notice be issued regarding the requisition of chemicals & glasswares & all faculty members are requested to give requisition in this regard.

2. Admission committee Framing of admission committee

Resolution : It was resolved that committee will comprise of following members for smooth facilitation of admission.

1. Dr. Hidayatullah Talib (Associate Prof.)
2. Dr. Parlat Ahmad Bhat (Assistant Prof.)
3. Mr. Mohammad Iqbal (S.O)

3. Inventory of Research Laboratory equipments

Resolution Inventory of equipments be prepared for proper equipment audit. In this regard committee be framed for proper inventory of equipments. The committee be composed of.

1. Dr. Tariq Ahmad (Associate Prof.)
2. Dr. Yalga Bakhtiyar (Assistant Prof.)
3. Mr. <sup>Ajay</sup> ~~Haris~~ Ahmad (Lab. <sup>ATO</sup> ~~Assistant~~)
4. Mr. Talir Ahmad. (Field Asst.)

4. Case of Sufia Jan regarding I-PhD admission issue

Resolution : The representation is fake & we have to be communicated as answer to the letter from Dean Research. The strict action be taken for wasting time of the department.

Contd.

Minutes of the Departmental meeting held on 28<sup>th</sup> October 2021

1. Project Allotment and assigning mentors to the students of third semester (2020 Batch).

Resolution: Keeping in view the upcoming winter vacations and past experience of delay in project completion. It is unanimously decided that project guides be allotted to the students of batch 2020 by the end of second semester, so that they are well introduced to the topics allotted to them and can get ample time for completion of project. Also many times some of the specimens/experimental animals ~~are~~ are ~~not~~ available by the end of autumn.

Name & Signatures of ~~the~~ Members

1. Dr. S. Tanveer - James  
28/10/2021

2.

3. Dr. Tariq Ahmad - Thumay  
28/10/2021

4.

5. Dr. Hidayatullah Tak - HTB  
28/10/2021

6. Dr. Atiq Hussain Atiq

7. ~~Assoc~~ Dr. Yaqub Bano - Yaqub

8. Dr. A. A. Buldeo

9. Dr. Bilal Ahmad Bhatt

James  
28/10/2021

A meeting was convened today on 8<sup>th</sup> of ~~October~~ <sup>November</sup> 2021 with the agenda as follows:

1. Opening of the room of Ex professor: The department has served many notices to Ex professor Dr. Ufat Jan for vacating the official chamber but received no response till date. It is pertinent to mention that Dr. Ufat Jan retired in the month of February 2021. & even her extension of 6 months also expired on 8<sup>th</sup> of August 2021. The department is in dire need of faculty room as the room as well as furnitures needs to be repaired as the work regarding the same is going on & it will be difficult to get authorization again & again.

Resolution The departmental committee resolved that the room be opened in front of all faculty members with section officer of the department & the representative of the Estates Section of the University of Kashmir. so that room is renovated along with furnitures for next faculty members. The proctorial wing also be informed for the purpose.

d. Name of member with signature

1. 

2.  08/11/21

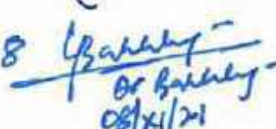
3. 

4.  Dr. Faris

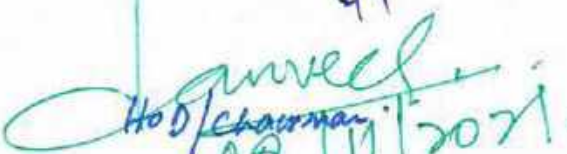
5.  (Dr. Imtiaz)

6.  Dr. Hidayat

7.  Dr. Bilal

8.  or Bilal  
08/11/21

9.  Dr. Akmal  
08/11/21

  
HOD/Chairman  
08/11/2021



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

A Departmental Committee (DC) was commenced today on 07<sup>th</sup> of December 2021 to discuss various departmental issues.

Present:

- |                           |          |
|---------------------------|----------|
| 1. Prof. Syed Tanveer     | In Chair |
| 2. Prof. Fayaz Ahmad      | Member   |
| 3. Dr. Tariq Ahmad Shosha | Member   |
| 4. Dr. Hidaytullah Tak    | Member   |
| 5. Dr. Bilal Ahmad Bhat   | Member   |
| 6. Dr. Yahya Bakhtiyar    | Member   |
| 7. Dr. Altaf Hussain Mir  | Member   |

1. **Allotment of official room among faculty members:**

As some rooms are lying vacant due to superannuation of teachers therefore the rooms are allotted to teachers on seniority basis .

**Resolution:** By consensus the following rooms are allotted as follows:

Prof. Syed Tanveer will shift in Ex-HOD Room

Dr. Bilal Ahmad Bhat will shift in room of Prof. Syed Tanveer

Dr. Yahya Bakhtiyar will shift in Room of Late Dr. Dr. Mustahson Farooq Fazili .

Dr. Altaf Hussain Mir will shift in Room of Dr. Bilal Ahmad Bhat

2. **Plagiarism / Similarity Check of the M.Phil candidates who applied for PhD programme 2021.**

**Resolution:** The soft copy of the three candidates who have done their M.Phil from outside the university be sent to Allama Iqbal Library for similarity / Plagiarism check for further action. The admission shall be granted only after authentic report.

3. **Computer Laboratory: The Computer Lab be made functional**

**Resolution:** Dr. Hidayatullah Tak is made incharge of the lab to make it functional for welfare of students.

4. **Uploading of works of 4<sup>th</sup> Semester Students : As the examination of 4<sup>th</sup> semester 2019 batch is over. The evaluation be taken on priority**

**Resolution:** The marks of Internal Assessment be uploaded before 20<sup>th</sup> December, 2021 and End semester be uploaded by 31<sup>st</sup> December.

5. **Project Evaluation: The project is to be also evaluated before 31<sup>st</sup> December**

**Resolution:** The project is to be evaluated on fast track basis with 20 marks reserved for presentation on project topic. Max. Marks be restricted to 18 & 70.

6. **Seminar Evaluation: Regarding the seminar presentation of 2021 batch**

**Resolution:** The seminar be evaluated by the teachers present at the time of evaluation with max. marks 18 and minimum 08.

7. **Paper Setting : The paper be set for 2<sup>nd</sup> semester 2020 batch**

**Resolution:** The paper be kept ready for upcoming 2020 batch as per the datesheet issued.



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

After thorough discussion and resolutions the meeting concluded with a vote of thanks to chair

### Signatures of members:

1. Prof. Syed Tanveer
2. Prof. Fayaz Ahmad
3. Dr. Tariq Ahmad
4. Dr. Hidaytullah Tak
5. Dr. Bilal Ahmad Bhat
6. Dr. Yahya Bakhtiyar
7. Dr. Altaf Hussain Mir

**Prof. Syed. Tanveer**  
Head of the Department



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

Minutes of the meeting of Departmental Committee held on February 16, 2023 under the chairmanship of the Head of the Department

Present:

1. Prof. A.A.Buhroo	In the Chair
2. Prof. Syed Tanveer	Member
3. Dr. Tariq Ahmad	Member
4. Dr. Imtiaz Ahmed Khan	Member
5. Dr. Hidayatullah Tak	Member
6. Dr. Bilal Ahmad Bhat	Member
7. Dr. Yahya Bakhtiyar	Member
8. Dr. Altaf Hussain	Member

Following was resolved:

### Organization of National Seminar

The proposal regarding the organization of National Conference in collaboration with the Department of Zoology submitted by Head, Department of Environmental Sciences was thoroughly discussed and it was unanimously resolved in the Departmental Committee meeting that the Department of Zoology will organize the conference separately tentatively in the month of July 2023 and shall not be the part of the conference organized by the Department of Environmental Science.

Signatures of members:

1. Prof. Syed Tanveer
2. Dr. Tariq Ahmad
3. Dr. Imtiaz Ahmed Khan
4. Dr. Hidayatullah Tak
5. Dr. Bilal Ahmad Bhat
6. Dr. Yahya Bakhtiyar
7. Dr. Altaf Hussain Mir

Prof. A.A. Buhroo  
Chairman



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

Minutes of the meeting of Departmental Committee held on February 27, 2023 under the chairmanship of the Head of the Department

Present:

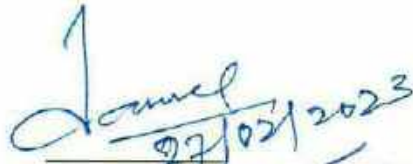
1. Prof. A.A.Buhroo	In the Chair
2. Prof. Syed Tanveer	Member
3. Dr. Tariq Ahmad	Member
4. Dr. Imtiaz Ahmed Khan	Member
5. Dr. Hidayatullah Tak	Member
6. Dr. Bilal Ahmad Bhat	Member
7. Dr. Yahya Bakhtiyar	Member
8. Dr. Altaf Hussain	Member


### Following was resolved:


1. The M.Sc. project reports submitted by 4<sup>th</sup> semester students of batch -2020 shall be evaluated by concerned teachers on the basis of field/ lab work, data presentation and scope for publication.
2. The teachers shall award marks to the project reports in the range of 60-70 out of 80 after thorough evaluation and may also conduct online/offline presentations of the students allotted to them.


### Signatures of members:


1. Prof. Syed Tanveer
2. Dr. Tariq Ahmad
3. Dr. Imtiaz Ahmed Khan
4. Dr. Hidayatullah Tak
5. Dr. Bilal Ahmad Bhat
6. Dr. Yahya Bakhtiyar
7. Dr. Altaf Hussain Mir


  
27/02/2023


  
27/02/2023











  
Prof. A.A. Buhroo  
Chairman  
27/2/23



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

No: F (Purchase – Furniture Items)/PGZ/KU/23

Date: 13/7/2023

**Subject: Purchase of Bench cum Tables (Furniture item) for the department.**

The BAAC has sanctioned/allocated a grant to the tune of **Rs. 8.00 lac** for the current financial year **2023-24** on account of purchase of furniture items under the budget head "**LOCAL FUND**" ("**Sub Head: Furniture & Furnishing**"). In this connection, the department of Zoology has initiated the process of purchase of **Bench cum Tables** to be installed in the smart class-room cum hall of the department in order to facilitate researchers/scholars/students while offering PhD/PG programme/courses in the department.

The Purchase Committee of the department while deliberating upon various options for urgent purchase of below mentioned item decided to procure the following furniture item as per the codal procedure through **GeM (Government e-market Place)** available on **GeM Portal** and unanimously recommended to HOD for formal approval for purchase with below mentioned specifications on **GeM Portal**.

S. No	Description of Item	Qty
01	<p><b><u>Bench cum Table</u></b></p> <p>Specification for Solid Wooden Bench cum table:</p> <p>1. <b>Materials:</b></p> <ul style="list-style-type: none"><li>- Bench Structure: High-quality seasoned kd solid wood to ensure durability and longevity.</li><li>- Finish: Non-toxic and eco-friendly wood dico finish to protect the wood and enhance its appearance</li></ul> <p>2. <b>Dimensions:</b> (Table)                      <b>Dimensions:</b> (Bench)</p> <ul style="list-style-type: none"><li>- Length: 4 feet                                      - Length: 4 feet</li><li>- Width: 15 inches                                      - Width: 15 inches</li><li>- Height: 2½ feet                                      - Height: 1½ feet</li></ul> <p>3. <b>Stability and Support:</b></p> <ul style="list-style-type: none"><li>- Sturdy construction to support the weight of students and study materials.</li><li>- Reinforced joints and corners to ensure stability and prevent wobbling.</li><li>- ALL Tables to be drilled to surface using quality gyser bolts</li></ul> <p>4. <b>Comfort:</b></p> <ul style="list-style-type: none"><li>- The seating area may have a slight incline or curve for added comfort.</li><li>- Smooth edges and surfaces to prevent splinters and provide a comfortable sitting experience.</li></ul> <p>5. <b>Finish and Appearance:</b></p> <ul style="list-style-type: none"><li>- A smooth, polished finish to enhance the natural beauty of the wood.</li><li>- high quality dilla work on front and side portion of study table and bench</li></ul> <p>6. <b>Durability:</b></p> <ul style="list-style-type: none"><li>- High-quality wood and finishes to resist wear and tear, ensuring a long lifespan.</li></ul>	28 Nos





**Notes**

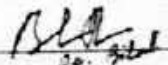
<ul style="list-style-type: none"> <li>- Resistant to termite infestations and decay.</li> </ul> <p>7. <b>Safety:</b></p> <ul style="list-style-type: none"> <li>- Rounded or beveled edges to minimize the risk of injuries.</li> <li>- Compliance with safety and quality standards as per local regulations.</li> </ul>	
--	--

*The expenditure on this account shall be by debit to budget head allocated for the current financial year 2023-24 to the tune of Rs.8.00 lac under the Sub Head "FURNITURE & FURNISHING) "LOCAL FUND".*

Departmental Purchase/Technical Committee:


1.   
A. A. Baidoo

2.   
W. Tariq

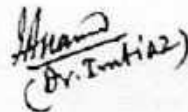
3.   
S. Tameel

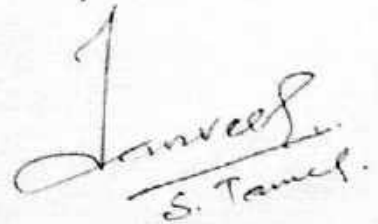
4.   
Dr. Hidayat


5. \_\_\_\_\_

6.   
G. Baidoo

7.   
Dr. Hidayat

  
(Dr. Imtiaz)

  
S. Tameel

  
Head of the Department 7/23



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

No: F (Purchase – Interactive Panel/Inverter)/PGZ/KU/23

Date: 15-07-2023

**Subject: Purchase of LCD Infrared Optical Interactive Panel along with Battery backup for the department.**

The BAAC has sanctioned a grant to the tune of Rs. 3.00 lac under the budget head "LOCAL FUND" ("Sub Head: Purchase of IT Equipment") on account of purchase of IT equipment. In this connection, the department of Zoology has initiated the process of purchase of LCD Infrared Optical Interactive Panels along with Battery Backup to be installed in the smart class-room cum hall of the department in order to facilitate researchers/scholars/students while offering PhD/PG programme/courses in the department.

The Purchase Committee of the department while deliberating upon various options for urgent purchase of below mentioned item decided to procure the following equipments as per the codal procedure through **GeM (Government e-market Place)** available on **Gem Portal** and recommended to HOD for formal approval for purchase of **LCD Infrared Optical Interactive Panel along with Battery Backup on GeM Portal.**

S.No	Description of Item	Quantity
01	LCD Infrared Optical Interactive Panel along with its accessories Display Resolution 3840 x 2160 Display Area (W x H): 1650 x 927 MM	01 no
02	Battery Backup Inverter, 2 KVA with Stabilizer, 4KVA	01 each

*The expenditure on this account shall be by debit to budget head allocated for the current financial year 2023-24 to the tune of Rs.3.00 lac under the Sub Head "Purchase of IT Equipments) "LOCAL FUND".*

### Departmental Purchase/Technical Committee:

1. A.A. Bhat

2. Dr. Faraz

3. R. Bhat

4. An. Hidayat

5. An. Imtiaz

15/7/23  
Head of the Department



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

Minutes of the meeting of Departmental Committee (DC) being held on August 20.09.2022 under the chairmanship of the Head of the Department

### Present:

1. Prof. A.A.Buhroo	In Chair
2. Prof. Fayaz Ahmad	Member
3. Prof. Syed Tanveer	Member
4. Dr. Tariq Ahmad	Member
5. Dr. Imtiaz Ahmed Khan	Member
6. Dr. Hidayatullah Tak	Member
7. Dr. Bilal Ahmad Bhat	Member
8. Dr. Altaf Hussain Mir	Member

1. Considered the matter regarding repairing of fencing of Zoological Premises (Lawn)

Resolved that the repairing of fencing of the Zoological premises be done on priority basis to avoid trespassing. A committee comprising of Prof. A.A.Buhroo, Dr. Tariq Ahmad and Dr. Hidayatullah Tak shall facilitate the process for the same. The expenses incurred shall be debited from local fund of the department.

2. Considered the matter regarding removal of Shuttering Material from the premises of the Department of Zoology.

Resolved that Chief Proctor may be requested to direct the contractor to remove the shuttering material from the premises of the department meant for the recreational purpose of the students.

3. Considered the matter regarding the students of the creation of lecture theatre

Resolved that due to paucity of space for accommodating the students of three semesters existing store room would be converted to new lecture theatre. The store be shifted to the room adjacent to the washroom. A committee comprising of Prof. A.A. Buhroo & Dr. Imtiaz Ahmed Khan shall facilitate the process for the same.

4. Considered the matter regarding Installation of Smart Panels / Boards in Lecture Theatres

Resolved that all P.G Lecture theatres be upgraded and installed with smart Panels / Boards.

### Signatures of members:

1. Prof. A.A. Buhroo
2. Prof. Fayaz Ahmad
3. Prof. Syed Tanveer
4. Dr. Tariq Ahmad
5. Dr. Imtiaz Ahmed Khan
6. Dr. Hidayatullah Tak
7. Dr. Bilal Ahmad Bhat
8. Dr. Altaf Hussain Mir

Head of the Department  
20/9/22



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

Minutes of the meeting of Departmental Committee held on 17/08/2023 with regard to consider the recommendations of Advisory Committee for female students/scholars of the Department of Zoology and other departmental issues.

Members Present:

1. Prof. A.A.Buhroo (Chairman)
2. Prof. Fayaz Ahmad
3. Prof. Syed Tanveer
4. Dr. Tariq Ahmad Shosha
5. Dr. Hidayatullah Tak
6. Dr. Bilal A. Bhat
7. Dr. Yahya Bahktiyar
8. Dr. Altaf Hussain Mir

Item

No.1 Considered the matter regarding establishment of redressal cell for female students/scholars to deal with their issues/grievances.

Resolved that the redressal cell comprising the following be constituted to deal with the issues/grievances of the female students/scholars of the Department of Zoology:

1. Prof. Syed Tanveer (Chairperson)
2. Dr. Yahya Bahktiyar.
3. Two senior female scholars of the department.
4. Two female class representatives (CRs) of the department

Item

No.2 Considered the matter with regard to providing of space for separate common room for female scholars in the department with required facilities of internet, lockers, furnishing & furniture.

Resolved that the Department of Zoology does not require a separate common room for female's scholars because the department has already provided a separate common room to female scholars for this purpose with the required facilities.



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

### Item

No.6 Considered the matter with regard to ensure the punctuality of the scholars by way of marking their attendance on Biometric System.

Resolved that the Director, IT & SS be requested to depute one Biometric Technician to the Department of Zoology for taking finger prints of the scholars to enable them to mark their attendance on biometric system.

### Item

No.7 Considered the representation of the PG Students of batch 2021(4<sup>th</sup> semester) regarding their educational tour to Ladakh.

Resolved that the educational tour for the PG students of 4<sup>th</sup> semester, batch 2021 shall be conducted after 20<sup>th</sup> September, 2023 under the guidance of Dr. Bilal Ahmad Bhat who will be the Incharge Officer of the said educational tour

### Item

No.8 Considered the letter No.F (Contractual) DAA/KU/2023 dated 28/04/2023, issued by AR (Academic Affairs) regarding engagement of three contractual lecturers against six positions advertised vide notice -I dated 31/01/2023 issued by Joint Registrar (Academic Affairs).

Resolved that the Registrar as well as the Dean, Academic Affairs, University of Kashmir be requested that the engagement order on contractual basis be issued in favour of Dr. Ishfaq Nazir Wani in view of the recommendations made by the Selection Committee on 31/05/2023.

### Item

No.9 Considered the matter regarding dealing of research activities and purchase of equipments /furnishing /furniture /glassware by debit to the budget head allocated by BAAC under the budget head Revenue/Local Fund/Self finance for the financial year 2023-24.

Resolved that all the decisions related to research activities as well as purchase of equipments/furniture/furnishing/glassware & other important matters of the department shall be taken by the respective committees.

*Jan*  
*by*  
*[Signature]*  
*[Signature]*  
*[Signature]*



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

Minutes of the meeting of Departmental Committee held on 30/08/2023 regarding discussion of some important departmental Issues.

**Members present:**

- |    |                        |            |
|----|------------------------|------------|
| 1. | Prof. A.A Buhroo       | (Chairman) |
| 2. | Prof. Fayaz Ahmad      | Member     |
| 3. | Prof. Syed Tanveer     | -do-       |
| 4. | Dr. Tariq Ahmad Shosha | -do-       |
| 5. | Dr. Hidayatullah Tak   | -do-       |
| 6. | Dr. Imtiaz Ahmad Khan  | -do-       |
| 7. | Dr. Bilal Ahmad Bhat   | -do-       |
| 8. | Dr. Yaha Baktiyar      | -do-       |
| 9. | Dr. Altaf Hussain Mir  | -do-       |

**Item No.1** Considered the matter regarding change of nomenclature of saving bank account entitled "President Zoological Society." **Resolved that the nomenclature of the saving bank account entitled "President Zoological Society" be changed to "Zoological Study Fund" for smooth conduct of the student activities in the department.**

**Item No.2.** Considered the matter regarding refreshment to be served to the students on practical examination days as well as adjustment of expenditure to be incurred for conduct of annual day meet and expenditure incurred/ to be incurred on refreshment to be served to the members during the conduct of meetings of the Board of Postgraduate Studies/Board of Undergraduate Studies in Zoology/Departmental Research Committee/Departmental Committee.

**Resolved that the refreshment to be served to the students on the days of practical examinations as well as to meet the expenditure to be incurred for conduct of annual day meet incurred/ to be incurred on refreshment to be served to the members during the meetings of the Board of Postgraduate Studies/Board of Undergraduate in Zoology/Departmental Committee/Departmental Research Committee shall be provided by debit to Zoological Study Fund as well as Local Fund of the department as per the details given below:**

- (A). 1). Total number of the practical Examinations conducted/to be conducted during the year=8  
2). Total number of students appearing in each practical examination=62  
3). Total Number of students appearing in each practical examinations= $62 \times 8 = 496$   
4). Total expenditure incurred/to be incurred on account of refreshment served/to be served to the total number of students @ Rs 50 per student= $496 \times 50 = \text{Rs } 24800$
- (B). 1) Total number of students at the Annual Day meet=1242) Total expenditure incurred/to be incurred on a/c of refreshment served/to be served to the students @Rs 300/=per student = $124 \times 300 = \text{Rs } 37,200$
- C). Total Expenditure incurred/to be incurred on account of refreshment served/to be served to the members during the meetings as mentioned in the above resolution. =Rs 18,000/=



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

### Item

**No.3** considered the matter with regard to make the newly established Molecular Biology Lab functional.

**Resolved** that the newly established Molecular Biology Lab be made functional. Dr. Hidayatullah Tak will be the incharge of this lab and Mr. Aijaz Ahmad Bhat (ATO) will look after the equipments and maintain the log book for proper utilization of the equipments in the lab.

### Item

**No.4** Considered the matter regarding maintenance of Departmental Museum.

**Resolved** that Mr. Mujahid Tahir will shift to museum for its maintenance as and when a Junior Assistant cum Typist will join the department. Further, administration be approached for transfer of Nahida Akram, Museum Keeper from CCAS to its original place (Department of Zoology) where from her monthly salary is released in view of maintaining the museum of the department.

The meeting terminated with a vote of thanks to the chair.

1. *Aijaz* 2. X

3. *Jameel* 4. *Mujahid Tahir*

5. *Amir* 6. *ATO*

7. *ATO* 8. *ATO*

9. *Rody*

*Aijaz*  
Head of the Department 20/8/23



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

Minutes of the DC meeting held on 14-09-2023 in the office chamber of the HOD.

Present:

1. Prof. A. A Bukhroo (In the Chair)
2. Prof. Fayaz Ahmad
3. Dr. Tariq Ahmad
4. Dr. Imtiaz A. Khan
5. Dr. Hidayatullah
6. Dr. Bilal Ahmad
7. Dr. Yahya Bakhtiyor
8. Dr. Altaf Hussain

Regarding the utilization of already sanctioned budget under different heads, it has been resolved that the said budget will be utilized after obtaining requisition from faculty members and authorization from DC.

However, the HOD is authorized to purchase essential chemicals for the routine Lab. work.

*Fayaz*  
Fayaz

*Imtiaz*  
(Dr. Imtiaz)  
14/09/23  
Dr. Hidayat

*Imtiaz*  
(Dr. Imtiaz)  
2. Bilal

*Altaf*  
Dr. Altaf

*HOD*  
14/9/23  
H.O.D.





Dr. A.A. Buhroo  
Professor & Head

# Department of Zoology University of Kashmir

(NAAC ACCREDITED GRADE A+)  
Hazratbal, Srinagar-190006, Kashmir, J&K



## Notice



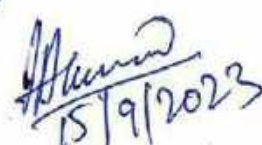
In pursuance of the resolution adopted by the Departmental Committee at its meeting held on 14-09-2023, all the faculty members are requested to submit their requisition/ requirements to the undersigned for purchase of items by 15<sup>th</sup> September, 2023 keeping in view the intend of the students, under the allocated budget for the financial year 2023-24.




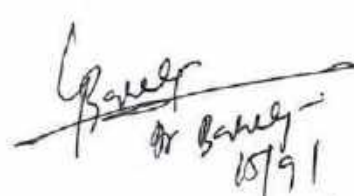
  
14/9/23  
Head of the Department. 

No: F (Submission - Requisition) ZOOL/KU/23  
Dated: 14-09-2023

Copy to:

1. All faculty members for necessary action.
2. File.

  
14/09/23  
  
15/9/23  
  
15/9/2023

  
14/9/23  
  
14/9/23  
  
  
15/9/23



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

Record Note of the Departmental Committee meeting held on 12-10-2023 in the office Chamber of Head of the Department.

### Present:

1. Prof. A.A Buhroo (In the Chair)
2. Prof. Syed Tanveer
3. Dr. Tariq Ahmad
4. Dr. Imtiaz Ahmad Khan
5. Dr. Hidayatullah Tak
6. Dr. Bilal Ahmad Bhat
7. Dr. Yaha Baktiyar
8. Dr. Altaf Hussain Mir

### Agenda:

#### 1. Eligibility for the posts of Assistaant Conservator of Forests (ACF):

**Resolution:** The Department received a representation forwarded by Assistant Registrar, Academic Affairs wherein the candidates with M.Sc Zooloy (Specialization Wildlife) & M.Sc Life Sciences are seeking eligibility for the posts of ACF. It was unanimously resolved that the candidates with such degrees be considered eligible for the said post keeping in view the relevance with the post.

#### 2. Procurement of Interactive Board:

**Resolution:** The committee resolved that the latest specifications be sought from the Department of Electronics before the codal procedure for the purchase is followed.

*The meeting ended with a vote of thanks to the chair.*

### Signatures of the DC Members:

- |    |          |    |
|----|----------|----|
| 1. | 2.       | 3. |
| 4. | 5.       | 6. |
| 7. | 8. _____ |    |

Head of the Department 12/10/23



# Department of Zoology

## University of Kashmir

NAAC ACCREDITED GRADE A+ UNIVERSITY  
Hazratbal, Srinagar-190006, Kashmir, J&K



Dr. A.A. Buhroo  
Professor & Head

### NOTICE:

A meeting of the Departmental Committee will be held on 12/10/2023 at 02 .00 p.m in the office chamber of the undersigned to discuss the matter regarding equivalence of M.Sc Life Science/Zoology and other important departmental purchase etc.

All the faculty members are requested to please make it convenient to attend the said meeting.

  
12/10/23  
**Head of the Department**  


No: F (Departmental-Meeting) ZOOL/KU/2023  
Dated: 12/10/2023

  
12/10/2023

  
12/10/2023

  
12/10/2023  
  
12/10/23.

  
12/10/2023



  
12/10/23





# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

Record Note of the Departmental Committee meeting held on 30-10-2023  
in the office Chamber of the Head of the Department.

### Present:

1. Prof. A.A Buhroo (In the Chair)
2. Dr. Tariq Ahmad
3. Dr. Imtiaz Ahmad Khan
4. Dr. Hidayatullah Tak
5. Dr. Bilal Ahmad Bhat
6. Dr. Yaha Baktiyar
7. Dr. Altaf Hussain Mir

### Agenda:

1. **Procurement of student Microscopes:**  
Regarding procurement of **Monocular student compound Microscopes** (4x, 10x & 40x objectives with 5x or 6x eye piece) will be procured through GEM portal by following the codal procedure.
2. **Procurement of Sofa Chairs:**  
Sofa Chairs for two faculty rooms will be purchased through GEM portal.
3. **Procurement of Chemicals and Glassware:**  
Museum material, chemicals and glassware to be procured through GEM portal as per requirement.
4. **Purchase of Books:**  
Books to be purchased as per the requisition of faculty members after following codal procedure.
5. **Printing & Stationery:**  
Items to be purchased through GEM portal as per codal procedure. Dr. Yaha Baktiyar will prepare the list of items for the said Budget Head.

*The meeting ended with a vote of thanks to the chair.*

### Signatures of the DC Members:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

30/10/23  
Head of the Department

**Notes****Record Note of the Departmental Committee meeting held on 30-10-2023  
in the office Chamber of the Head of the Department.****Present:**

1. Prof. A.A Buhroo (In the Chair)
2. Dr. Tariq Ahmad
3. Dr. Imtiaz Ahmad Khan
4. Dr. Hidayatullah Tak
5. Dr. Bilal Ahmad Bhat
6. Dr. Yaha Baktiyar
7. Dr. Altaf Hussain Mir

**Agenda:****1. Procurement of student Microscopes:**

Regarding procurement of **Monocular student compound Microscopes** (4x, 10x & 40x objectives with 5x or 6x eye piece) will be procured through GEM portal by following the codal procedure.

**2. Procurement of Sofa Chairs:**

Sofa Chairs for two faculty rooms will be purchased through GEM portal.

**3. Procurement of Chemicals and Glassware:**

Museum material, chemicals and glassware to be procured through GEM portal as per requirement.

**4. Purchase of Books:**

Books to be purchased as per the requisition of faculty members after following codal procedure.

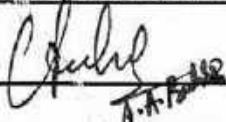
**5. Printing & Stationery:**

Items to be purchased through GEM portal as per codal procedure. Dr. Yaha Baktiyar will prepare the list of items for the said Budget Head.

*The meeting ended with a vote of thanks to the chair.*

**Signatures of the DC Members:**

1.



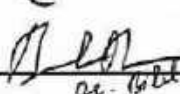
3.



4.



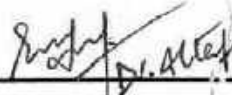
5.



5.



7.



  
 30/10/23  
 Head of the Department



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

### Minutes of the Departmental Committee Meeting:

15-11-2023

A meeting of the Departmental Committee was held on 15-11-2023 in the office chamber of the Head of the Department Zoology to discuss and resolve some main issues regarding the department.

#### Present:

- |    |                       |            |
|----|-----------------------|------------|
| 1. | Prof. A.A Buhroo      | (Chairman) |
| 2. | Prof. Fayaz Ahmad     | Member     |
| 3. | Prof. Syed Tanveer    | -do-       |
| 4. | Dr. Tariq Ahmad       | -do-       |
| 5. | Dr. Imtiaz Ahmad Khan | -do-       |
| 6. | Dr. Hidayatullah Tak  | -do-       |
| 7. | Dr. Bilal Ahmad Bhat  | -do-       |
| 8. | Dr. Yaha Baktiyar     | -do-       |
| 9. | Dr. Altaf Hussain Mir | -do-       |

#### Agenda:

- 1. Completion of Syllabus:** The status of syllabus of 1<sup>st</sup> and 3<sup>rd</sup> semester was discussed taking feedback from all the faculty members.  
**Resolution:** It was resolved that the syllabus of batch 2022 (3<sup>rd</sup> semester) & 2023 (1<sup>st</sup> Semester) will be completed as per the academic calendar to conduct examination in time.
- 2. Functioning of ACs in Lecture Theatres:** As per representation of the students the ACs of both the lecture theatres and some research labs are not functioning properly.  
**Resolution:** It was resolved that ACs will be made functional even if it requires servicing or if there is voltage problem.
- 3. Fencing Near Animal House:** The fencing near the Animal House needs to be repaired to prevent trespassing.  
**Resolution:** It was resolved that the fencing be repaired and erected on the analogy of the fencing of Botanical Garden as soon as possible.
- 4. Bulbs/Tubelights in Corridor & Class Rooms:** The students have given representation regarding the bulbs and tube lights which are not working and thus be replaced and rectified.  
**Resolution:** It was resolved that the bulbs & tube lights be replaced/repared urgently wherever required for smooth functioning of the Department.
- 5. Inverter:** The inverter of the Department needs servicing.  
**Resolution:** As winters are approaching the inverter be checked for problems if any so that the Department may not face any problem on during the power cuts.

*[Handwritten signatures and initials in blue ink]*



# P. G. DEPARTMENT OF ZOOLOGY

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## Notes

6. **Junk Wood:** The matter regarding disposal of junk wood was discussed.

**Resolution:** It was resolved that the junk wood be either auctioned or be utilized for the construction of Alimarahs for chemicals. For the time being labourers be hired to keep the junk wood properly at some place so that it will be in the good position during winters.

7. **Leakage of Water from Department of Botany:** The Department of Zoology is facing lots of problems due to leakage of water from department of Botany especially in labs and preparation room.

**Resolution:** It was resolved that a letter be written to Head, Department of Botany and Executive Engineer, Construction Division to take serious note of it.

The expenditure regarding <sup>for</sup> the same will be met out of the relevant Budget Head.

Signatures of the Members:

1.  2.  3.   
 4.  5.  6.   
 7.  8.  9. 

  
 Head of the Department



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

Minutes of the meeting of the Board of Undergraduate Studies in Zoology held on 20-11-2023 in the office chamber of the Head, Department of Zoology.

### Present:

- |     |                         |                                   |
|-----|-------------------------|-----------------------------------|
| 1.  | Prof. A.A Buhroo        | (In chair)                        |
| 2.  | Prof. Fayaz Ahamd       | (Member)                          |
| 3.  | Prof. Syed Tanveer      | (Member)                          |
| 4.  | Dr. Tariq Ahmad Shosha  | (Co-opt Member)                   |
| 5.  | Dr. Imtiyaz Ahmad Khan  | (-do-)                            |
| 6.  | Dr. Hidayatullah Tak    | Member                            |
| 7.  | Dr. Bilal Ahmad Bhat    | (-do-)                            |
| 8.  | Dr. Manzoor Ahamd Mir   | (-do-)                            |
| 9.  | Dr. Yahya Bakhtiyar     | (Co-opt Member)                   |
| 10. | Dr. Altaf Hussain       | (-do-)                            |
| 11. | Prof. Mushtaq Ahmad     | (Co-opt Member)                   |
| 12. | Dr. Zahida Mehraj       | (-do-)                            |
| 13. | Dr. Bashir Ahmad Sheikh | (-do-) <i>BASHIR AHMAD SHEIKH</i> |
| 14. | Dr. Khalida Hassan      | (Member)                          |
| 15. | Dr. Yasreel Mustafa     | (-do-)                            |
| 16. | Mr. Zahid Ahmad Wani    | (Co-opt. Member)                  |

### Agenda:

Framing of Syllabus for 5<sup>th</sup> & 6<sup>th</sup> semester of four year Undergraduate (FYUG) programme in Zoology as per NEP-2020 scheme to be effective for the students of batch 2022 and onwards.

**Resolution:** The draft syllabus for 5th and 6th semester of four year Undergraduate (FYUG) programme in Zoology as per NEP-2020 scheme was discussed thoroughly. The changes suggested by the members were incorporated in the draft syllabus and thereafter, it was unanimously resolved that the draft syllabus be recommended to the Competent Authority for its implementation.

### Signatures of the Members:

- |     |                    |     |                    |     |                    |
|-----|--------------------|-----|--------------------|-----|--------------------|
| 1.  | <i>[Signature]</i> | 2.  | X                  | 3.  | <i>[Signature]</i> |
| 4.  | <i>[Signature]</i> | 5.  | <i>[Signature]</i> | 6.  | <i>[Signature]</i> |
| 7.  | <i>[Signature]</i> | 8.  | <i>[Signature]</i> | 9.  | X                  |
| 10. | <i>[Signature]</i> | 11. | <i>[Signature]</i> | 12. | <i>[Signature]</i> |
| 13. | <i>[Signature]</i> | 14. | <i>[Signature]</i> | 15. | <i>[Signature]</i> |
| 16. | <i>[Signature]</i> |     |                    |     |                    |

*[Signature]*  
Head of the Department 20/11/23





# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

**Minutes of the Departmental Committee (DC) meeting held on 18-12-2023  
in the office chamber of HOD**

### **Present:**

- |                           |            |
|---------------------------|------------|
| 1. Prof. A. A. Buhroo     | (Chairman) |
| 2. Prof. Syed Tanveer     | (Member)   |
| 3. Dr. Tariq Ahmad Shosha | ( -Do- )   |
| 4. Dr. Hidayatullah Tak   | ( -Do- )   |
| 5. Dr. Bilal Ahmad Bhat   | ( -Do- )   |
| 6. Dr. Yahiya Bakhtiyar   | ( -Do- )   |
| 7. Dr. Altaf Hussain Mir  | ( -Do- )   |

### **Agenda:**

#### **1. Purchase of Servo- 15 KVA, . UPS and Laptop**

**Resolution:** It was resolved to purchase a **UPS**, a **Servo Stabilizer -15 KVA**, and a **Laptop** (Windows 10) in order to completely equip the recently established Molecular Biology Laboratory. The Procurement of a **Servo Stabilizer & UPS** will be made by debit to the allocated "**Payment Share**" to the department while the procurement of **Laptop**, will be made by debit to the allocated budget Head - **Machinery and Equipment**: and subhead-purchase of instrument.

#### **2. Installation of overhead projector with screen in the departmental Library**

**Resolution:** The DC unanimously decided that a projector and screen would be installed in the library and would be purchased after adhering to the codal procedure in order to conduct progress presentations and viva voce of Ph. D. scholars.

#### **3. Procurement of Multifunctional Scanner**

**Resolution:** The DC resolved that a multifunctional scanner with a 25 page per minute scan capability would be purchased by debit to the designated budget head **Machinery and Equipment** and subhead-purchase of instrument in order to enable online billing.



# P. G. DEPARTMENT OF ZOOLOGY

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## Notes

### 4. Purchase/Repair of Sanitary items

**Resolution:** Purchase of sanitary items and repair work of wash room attached with common room of females be taken up on priority basis by utilizing the allocated budget in accordance with the guidelines.


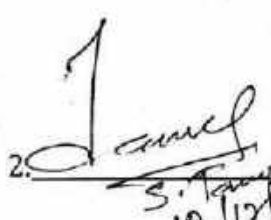
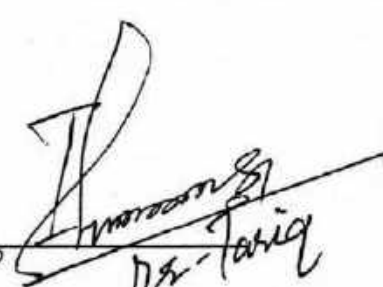

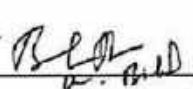
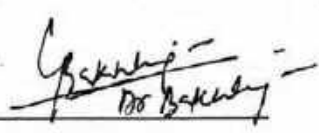
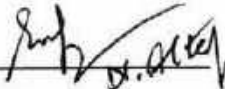
### 5. Up-gradation of Wildlife Research Laboratory


**Resolution:** The Wildlife Research Laboratory is outdated, with conventional wooden tables that are unsuitable for handling wet samples of wild animals. It hasn't been renovated in the last 20 years. It was decided that renovation and upgradation should be done first in order to improve the laboratory and make it worthwhile to operate.

### 6. Installation of AC in the newly established Lecture Hall

**Resolution:** The DC unanimously resolved that air conditioning would be placed in the recently constructed lecture hall in order to make it suitable for holding lectures and Ph. D viva voce of scholars

Signatures of Members:

1.   
A.A. Bulloo
2.   
S. Farooq  
18/12/2023
3.   
Dr. Tariq
4.   
Dr. Hidayat
5.   
Dr. Bilal
6.   
Dr. Baksh
7.   
Dr. Akter

  
18/12/23  
Head of the Dept.



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

Minutes of the meeting of Departmental Committee held on February 27, 2024 under the chairmanship of the Head of the Department

### Present:

1. Prof. A.A.Buhroo	In the Chair
2. Prof. Syed Tanveer	Member
3. Dr. Tariq Ahmad	Member
4. Dr. Imtiaz Ahmed Khan	Member
5. Dr. Hidayatullah Tak	Member
6. Dr. Bilal Ahmad Bhat	Member
7. Dr. Yahya Bakhtiyar	Member
8. Dr. Altaf Hussain	Member

Following was resolved:

#### 1. Procurement of Add on Tables in Seminar Library:

It was resolved that addon tables (*Two Nos*) (3'x 6") will be procured for seminar library on the analogy of the already installed table by debit to furniture grant of local fund of the current budget.

#### 2. Purchase of Teapoy:

It was resolved that teapoy (6 Nos) for HOD chamber be purchased by debit to the furniture head of the current budget.

#### 3. Purchase of Officer Table:

It was resolved that officer's table for one faculty room be purchased by debit to furniture head.

#### 4. Renovation of the Corridor:

It was resolved that renovation of the Zoology Department's corridor may please be submitted for administrative approval.

*The meeting ended with the vote of thanks to the chair.*

### Signatures of members:

1. Prof. Syed Tanveer
2. Dr. Tariq Ahmad
3. Dr. Imtiaz Ahmed Khan
4. Dr. Hidayatullah Tak
5. Dr. Bilal Ahmad Bhat
6. Dr. Yahya Bakhtiyar
7. Dr. Altaf Hussain Mir

  
  
  
  
  
  
  
  
Prof. A.A. Buhroo 27/2/24  
Chairman



# P. G. DEPARTMENT OF ZOOLOGY

School of Biological Sciences

University of Kashmir, Srinagar - 190 006, Kashmir

NAAC Accredited Grade 'A+'

## Notes

Minutes of the meeting of Departmental Committee held on March 01, 2024 under the chairmanship of the Head of the Department

### Present:

1. Prof. A.A.Buhroo	In the Chair
2. Prof. Syed Tanveer	Member
3. Dr. Tariq Ahmad	Member
4. Dr. Imtiaz Ahmed Khan	Member
5. Dr. Hidayatullah Tak	Member
6. Dr. Bilal Ahmad Bhat	Member
7. Dr. Yahya Bakhtiyar	Member
8. Dr. Altaf Hussain	Member

Following Agenda:

**Item: Procurement of Bio-metric attendance machine:**

**Resolution:** There is only one Bio-Metric attendance machine installed in the Department of Zoology wherein more than 100 scholars and 50 staff members from the Departments of Zoology and Botany have to make their attendance, it was unanimously resolved that an additional Bio-Metric Attendance Machine be procured and installed in the Department of Zoology to avoid inconvenience to the staff.

*The meeting ended with the vote of thanks to the chair.*

### Signatures of members:

1. Prof. Syed Tanveer
2. Dr. Tariq Ahmad
3. Dr. Imtiaz Ahmed Khan
4. Dr. Hidayatullah Tak
5. Dr. Bilal Ahmad Bhat
6. Dr. Yahya Bakhtiyar
7. Dr. Altaf Hussain Mir


  
Prof. A.A. Buhroo  
Chairman