Proceedings of the Departmental Committee meeting held on 10<sup>th</sup> January, 2018 at 11.00 a.m. in the office of H.O.D. Following members were present:-

1.	Prof. S.P. Khatkar, Head of the Department:	Chairman
2.	Prof. V.K. Sharma, Deptt. of Chemistry	Member
	Prof. Sharda Goel, -do-	Member
	Prof. V.B. Taxak, Deptt. of Chemistry	Member
	Prof. Sapana Garg -do-	Member
	Dr. Devender Singh -do-	Member
	Dr. Priti Boora -do-	Member
8.	Dr. Rajesh Kumar Malik	Member
	Dr. Naveen Kumar -do-	Member
	Dr. Hari Om -do-	Member
	Dr. Komal Jakhar -do-	Member

### Following decisions were taken:

- 1. Head of the Department informed the faculty members about the purchase of equipments and requested the members to supply the list at the earliest for purchase of equipments from the remaining budget i.e. 10 lacs.
- 2. Departmental committee resolved to organize "National Conference on Recent Advances in Chemical Sciences" on 9<sup>th</sup> March, 2018 from the UGC SAP grant and Kurukshetra Chapter of Indian Science Congress Association. Departmental Committee approved the Constitution of committees for organization of the Conference.

#### **PATRON**

Professor B.K. Punia, Vice-Chancellor, M.D.University, Rohtak

### **CO-PATRON**

Prof. V.K. Sharma, Dean, Faculty of Physical Sciences & Coordinator SAP (UGC)

#### **CONVENER**

Prof. S.P. Khatkar, Head, Deptt. of Chemistry

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### **CO-CONVENERS**

(i) Prof. Sharda Goel, Dy. Coordinator SAP (UGC)(ii) Prof. V.B. Taxak, Dy. Coordinator SAP (UGC)

### ORGANIZING SECRETARY

Dr. Priti Boora

### JOINT SECRETARIES

(i) Dr. Hari Om

(ii) Dr. Komal Jakhar

### **TREASURERS**

(i) Dr. Rajesh Kumar Malik

(ii) Dr. Naveen Kumar

Further Departmental Committee resolved that permission from the University authorities be taken for the opening of a temporary account in the name of conference i.e. "National Conference" in Panjab National Bank, M.D.University, Rohtak operated by both the Treasurers.

3. Departmental Committee also discussed about organization of alumni meet on 10<sup>th</sup> March, 2018 and resolved that the request for opening of bank account in the Panjab National Bank, M.D. University, Rohtak for deposition of membership fee etc. be again sent to the Vice-Chancellor for his kind consideration.

(S.P. Khatkar)

(V.D. Tavale)

(V.K. Sharma)

(Sharda Goel)

(V.B. Taxak)

(Sapana Garg)

(Devender Singh)

(Naveen Kumar)

(Priti Boora)

(Hari Om)

(Rajesh Kumar Malik)

Proceedings of the Departmental Committee meeting held on 12<sup>th</sup> February, 2018 at 3.00 p.m. in the office of H.O.D. Following members were present:-

1.	Prof. S.P. Khatkar, H	ead of the Department:	 Chairman
2.	Prof. V.B. Taxak, De	ptt. of Chemistry	Member
3.	Prof. Sapana Garg	-do-	Member
	Dr. Devender Singh	-do-	Member
5.	Dr. Priti Boora	-do-	Member
6.	Dr. Naveen Kumar	-do-	Member
7.	Dr. Hari Om	-do-	Member
8.	Dr. Komal Jakhar	-do-	Member

Following was resolved:

- 1. Department Committee discussed about the organization of National Conference on 7<sup>th</sup> March, 2018 and resolved that following Senior Professors of Chemistry be contacted for the Conference as Guests of Honour/Invited Speakers. Coordinator (SAP) is requested to take necessary approval from the appropriate authority for the TA/DA and accommodation charges etc. to the Guests of Honour/Invited Speakers.
- (i) Prof. S.P. Singh, Deptt. of Chemistry, KU, Kurukshetra
- (ii) Prof. K.S. Dhindsa, (Retd. Prof.) Shahbad Markanda
- (iii)Prof. K.K. Bhasin, Deptt. of Chemistry, Punjab Univ. Chandigarh
- (iv)Prof. R.D. Kaushik, Chem. Deptt. Gurukul Kangri Univ., Haridwar
- (v) Prof. N.R. Dhamiwal, Chem. Deptt., Punjabi Univ. Patiala
- (vi)Prof. Sanjiv Maken, Chairman, Chemistry Department, DCRUST, Murthal
- (vii) Prof. J.B. Dahiya, Chemistry Department, GJU, Hisar
- (viii)Prof. Ranjana Agarwal, Chem. Deptt., K.U. Kurukshetra
- (ix) Prof. Devender Kumar, Chemistry Department, GJU, Hisar
- (x) Prof. Sanjeev Arora, Chairman, Chem. Deptt. K.U. Kurukshetra

2. Further the committee resolved that the Vice-Chancellor's of the sister Universities may be requested to be the Chief Guests of inaugural/validictory function of the Conference.

(S.P. Khatkar) 2/18

(V.B. Taxak)

Sapana Garg

(Devender Singh)

(Priti Boora)

(Naveen Kumar)

(Hari Om)

Proceedings of the Departmental Committee meeting held on 13<sup>th</sup> March, 2018 at 12.00 Noon in the office of H.O.D. Following members were present:-

1.	Prof. S.P. Khatkar, Head of the Department:	Chairman
2.	Prof. V.K. Sharma, Dean Faculty of Physical Sciences	Member
3.	Prof. V.B. Taxak -do-	Member
4.	Prof. Sapana Garg -do-	Member
5.	Dr. Priti Boora -do-	Member
6.	Dr. Rajesh Kumar Malik -do-	Member
7.	Dr. Naveen Kumar -do-	Member

### Following were resolved:

- 1. Coordinator SAP Prof. V.K. Sharma informed that the meeting of Advisory Committee of UGC (SAP) has been fixed on 19.03.2018. All the teachers are requested to present in the Department on 19.03.2018. Also the work done on the thrust area of the SAP and research publications if any be supplied to the coordinator (SAP).
- 2. Departmental committee decided to organize Chemistry Alumni Meet on 29<sup>th</sup> March, 2018. Membership fee of Rs. 100/- be charged to a member of the alumni.
- 3. The balance amount from the registration fee collected for the National Conference be utilized for the organization of Chemistry Alumni after taking permission from the Vice-Chancellor.

4. All the members are requested to try to contact maximum number of Chemistry Alumnus and request them to attend the alumni meeting.

P. Khatkar) (V.K.

(V.K. Sharma)

(V.B. Taxak)

(Sapana Garg)

(Priti Boora)

(Rajesh Kumar Malik)

(Naveen Kumar)

Proceedings of the Departmental Committee held on 8<sup>th</sup> May, 2018 at 11.00 a.m. in the office of H.O.D. Following members were present:-

		lead of the Department	Chairman
2.	Prof. Sharda Goel, D	eptt. of Chemistry	Member
3	. Prof. V.B. Taxak, De	eptt. of Chemistry	Member
	. Prof. Sapana Garg	-do-	Member
	Dr. Devender Singh	-do-	Member
	. Dr. Priti Boora	-do-	Member
	. Dr. Rajesh Kumar M	lalik	Member
	. Dr. Naveen Kumar	-do-	Member
9	. Dr. Hari Om	-do-	Member
	0. Dr. Komal Jakhar	-do-	Member

### Following decisions were taken:

1. Approved the names of Research Advisory Committee of the following candidates

Anju Hooda

Prof. V.B. Taxak

Head of the Department

Dr. Priti Boora

Sitender

Dr. Devender Singh

Head of the Department

Prof. V.B. Taxak

2. The department received (02) applications for Ph.D. registration. The committee approved with some suggestions and minor modifications in the proposals of the candidates. The committee approved the topics & supervisors of all the candidates as per detail given below. The committee further recommended to forward their cases to the D.R.C. meeting for consideration.

Sr. No.	Name of Candidate	Name & Address of Supervisor	Topic of research
1.	Anju Hooda	Dr. Vinod Bala Taxak, Professor, Deptt. of Chemistry, M.D. University, Rohtak	"INVESTIGATION OF STRUCTURAL AND PHOTOLUMINESCENT PROPERTIES OF SOME NANOPHOSPHORS"
2.	Sitender	Dr. Devender Singh, Assistant Professor, Deptt. of Chemistry, M.D.University, Rohtak	"STRUCTURAL AND PHOTOLUMINESCENT CHARACTERISTICS OF PHOSPHOR MATERIALS FOR DISPLAY APPLICATIONS"



- 3. Departmental committee approved the request of Dr. Devender Singh for the additional seat of Ph.D. The committee resolved that the case be forwarded to D.R.C. for further necessary action.
- Discussed letter No. CIL-410-27 dated 02.05.2018 and approved for the 4. purchase of CHNsanalyser & latest model of NMR.

(S.P. Khatkar)

(V.B. Taxak)

(Devender Singh)

(Rajesh Kumar Malik)

(Hari Om)

A meeting of the Departmental Committee was held on 24<sup>th</sup> August, 2018 at 12.00 Noon in the office of H.O.D. Following members were present:-

1.	Prof. S.P. Khatkar, Head of	the Deptt.	:	Chairman
2.	Prof. Vinod Bala, Deptt. of	Chemistry		Member
3.	Prof. Sapana Garg -do-			Member ,
4	Dr. Devender Singh, Assoc.	Prof.		Member
5	Dr. Priti Boora, Adensi-	Port.		Member
6.	Dr. Rajesh Kumar Malik			Member
	Dr. Naveen -do-			Member
	Dr. Hari Om -do-			Member
	Dr. Komal Jakhar -do-			Member

### Following decisions were taken

- 1. Approved the list of equipments (Annexure-B) to be repaired out of budget head "Maintenance of machinery & equipments" of the Chemistry Department for the session 2018-19.
- 2. Approved the list of equipments (Annexure-C) to be purchased out of budget head "Lab. Equipment & Apparatus" of the Chemistry Department for the session 2018-19.
- 3. Departmental Committee approved the organization of one day National Conference on 6<sup>th</sup> October, 2018. The registration fee for the Conference will be Rs. 1000/- for teachers and Rs. 800/- for Research-Scholars. Approved the Constitution of the following committee:-

All the members will be in the organizing committee

### **PATRON**

Professor B.K. Punia, Vice-Chancellor, M.D.University, Rohtak

#### **CONVENER**

Dr. S.P. Khatkar, Prof. & Head, Deptt. of Chemistry

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### CO-CONVENER

Prof. Vinod Bala Taxak Prof. Sapana Garg

### ORGANIZING SECRETARY

Dr. Devender Singh Dr. Priti Boora

### JOINT SECRETARIES

Dr. Hari Om Dr. Komal Jakhar

### **TREASURERS**

Dr. Rajesh Kumar Malik Dr. Naveen Kumar

- Discussed letter No.NAAC/2018/19662-19701 dated 03.08.2018 for mentorship and approved the mentors for the M.Sc. students (At Annexure -4. A).
- Departmental Committee discussed about the modification in the syllabi of UG & PG Programme and constituted following committee for the 5. preparation of draft syllabi as per CBCS:-
  - (i) M.Sc. & Ph.D. Programme

Prof. V.B. Taxak, Convener

Dr. Devender Singh

Dr. Priti Boora

Dr. Naveen Kumar

(ii)B.Sc. Pass Course & B.Sc. (Hons)

Prof. Sapana Garg

Dr. Rajesh Kumar Malik

Dr. Hari Om

Discussed letter No. MDU/Lib/PA/2018/2031-71 dated 20.08.2018 received from University Librarian and approved that a request be sent for user ID and 6. Password for Turnitin - Anti Plagiarism Software.

(S.P. Khatkar)

(Devender Singh)

(Vinod Bala)

(Sapana Garg)

(Rajesh Kumar Malik)

A meeting of the Departmental Committee was held on 17<sup>th</sup> September, 2018 at 12.00 Noon in the office of H.O.D. Following members were present:-

1.	Prof. S.P. Khatkar, Head of the Deptt. :	Chairman
2.	Prof. Vinod Bala, Deptt. of Chemistry	Member
3.	Prof. Sapana Garg -do-	Member
4.	Dr. Devender Singh, Assoc. Prof.	Member
5.	Dr. Priti Boora, -do-	Member
6.	Dr. Rajesh Kumar Malik	Member
7.	Dr. Naveen Kumar -do-	Member
8.	Dr. Hari Om -do-	Member
9.	Dr. Komal Jakhar -do-	Member

### Following decisions were taken:

- 1. Department will organize mentor-mentee meet on 19.09.2018 at 3.30 p.m. to discuss various issues/problems with the students
- 2. All the teachers have been informed about NAAC visit and requested to be ready for the NAAC inspection.
- 3. Teachers have been requested to provide substitute for their classes as and when proceed for any kind of leave.
- 4. The department will organize a Seminar on 08.10.2018 out of the funds provided by DSW office. Following senior professors will be requested to deliver lectures:-
  - (i) Prof. S.P. Singh, Prof. Emeritus, Deptt. of Chemistry, K.U. Kurukshetra
  - (ii) Prof. Rajeev Jain, Head, Department of Chemistry, Jiwaji University, Gwalior
  - (iii) Prof. R.D. Kaushik, Head, Department of Chemistry, Gurukul Kangri University, Haridwar.
  - (iv) Prof. J.B. Dahiya, Head, Department of Chemistry, GJU, Hisar
  - (v) Prof. K.S. Dhindsa (Retd.), H.No.
  - (vi) Prof. K.K.Bhasin, Prof. Emeritus, Panjab University, Chandigarh.

5. H.O.D. informed the members that Mr. Deepak Sharma S/o Sh. Satish Kumar has submitted his resignation from the Ph.D. and has requested for the cancellation of Ph.D. registration. He has returned the amount of Rs. 1, 25,129/- claimed by him as URS. It was resolved that his request for cancellation of Ph.D. registration be placed before the P.G. Board of Studies.

\$.P. Khatkar)

(Vinod Bala)

Sanana Chart

(Devender Singh)

(Priti Boora)

Raigeh Kumar Malik

(Naveen Kumar)

(Hari Om)

A meeting of the Departmental Committee was held on 14<sup>th</sup> November, 2018, at 12.30 p.m. in the office of H.O.D. Following members were present:-

1	Prof. S.P. Khatkar, Head of the Deptt.:	Chairman
	Prof. Vinod Bala, Deptt. of Chemistry	Member
	Prof. Sapana Garg -do-	Member
	Dr. Devender Singh, Assoc. Prof.	Member
		Member
	21. 1111 20014,	Member
	Dr. Rajesh Kumar Malik	Member
	Dr. Naveen Kumar -do-	
8.	Dr. Komal Jakhar -do-	Member

### Following decisions were taken:

- Departmental committee resolved that Prof. Vinod Bala Taxak be appointed as Coordinator of the UGC SAP as she is already working as Dy. Coordinator. Further it
  was resolved that Prof. Sapana Garg and Dr, Naveen Kumar be appointed as Dy.
  Coordinator for the UGC SAP Programme for smooth running of the Project of the
  Department.
- 2. Departmental committee resolved to organize 1<sup>st</sup> National Conference of the Indian Science Congress Association, Rohtak Chapter on "Science and Technology for Sustainable Development" in the month of February, 2019 i.e. 12-13 February, 2019. Accordingly Departmental Committee approved various committees for the organization of this Conference. Further it was resolved that University authorities be requested for the financial help for organization of this Conference.

(S.P. Khatkar)

(V.B. Taxak)

(Sapana Garg)

(Devender Singh)

(Priti Boora)

(Rajesh Kumar Malik)

(Naveen Kumar)

A meeting of the Departmental Committee was held on 26.11.2018 at 12.00 (Noon) in the office of the H.O.D. Following members were present:-

<ol> <li>Prof. S.P. Khatkar, Head of the D</li> <li>Prof. V.B. Taxak, Deptt. of Chem</li> </ol>	
	epartment Chairman
2 P C C C 1	istry Member
3. Prof. Sapana Garg -do-	Member
4. Dr. Devender Singh -do-	Member
5. Dr. Rajesh Kr. Malik -do-	Member
6. Dr. Naveen Kumar -do-	Member
7. Dr. Hari Om -do-	Member
8. Dr. Komal Jakhar -do-	Member

### Following was resolved:

Committee discussed about the admission of the Ph.D. Programme for the academic session 2018-19 looking into the number of JRF applicants and NET qualified candidates for the admission. Department of Chemistry has given six (06) seats for this academic year which are not sufficient due to large number of JRF/NET qualified candidates. Also some teachers of the Department have submitted request for the increase in their seats for Ph.D. admission. Committee resolved that the number of Ph.D. seats be increased as detailed below:-

1.	Prof. V.B. Taxak	03 (earlier given 02 seats)
2.	Prof. Sapana Garg	03 (earlier given 01 seat)
3.	Dr. Devender Singh	02 (earlier given 01 seat)
4.	Dr. Priti Boora	01 (earlier not given any seat)
5.	Dr. Rajesh Kumar Malik	01(earlier not given any seat)
6.	Dr. Naveen Kumar	01 (earlier not given any seat)
7.	Dr. Komal Jakhar	02 (earlier given 02)

(S.P. Khatkar)

(V.B. Taxak)

Sapana Garg)

(Devender Singh)

(Rajesh K. Malik)

Naveen Kumar)

(Hari Om)

A meeting of the Departmental Committee was held on 14.01.2019 at 12.00 (Noon) in the office of H.O.D. Following members were present:-

1.	Prof. S.P. Khatkar, Head of the Department:		Chairman
2.	Prof. Sapana Garg, Deptt. of Chemistry		Member
3.	Dr. Devender Singh, Assoc. Prof.,		Member
	Dr. Priti Boora Asstt. Prof	w	Member
5.	Dr. Rajesh K. Malik -do-		Member
	Dr. Naveen Kumar -do-		Member
7.	Dr. Hari Om -do-		Member

### Following decisions were taken:

- 1. Departmental Committee discussed about the letter received from DST, Govt. of Haryana about the organization of Science Conclave and resolved that proposal be submitted to DST for the organization of Science Conclave in the 3<sup>rd</sup> week of February, 2019.
- 2. Departmental Committee discussed the letter received from the Dean Academic Affairs about the tie-up with the industries for the Collaborative Research. Departmental committee resolved that necessary steps be intiated by the university authorities for having MoU tie-ups for Collaborative Research with the following Industries/Institutes.
  - (i) CSIR- Central Electronic Engineering Research Institute, Pilani.
  - (ii) Bharat Rasayan Ltd., 1501 Vikran Tower, Rajindra Place, New Delhi-110008.
  - (iii) Korea Institute of Energy Research, Deajoen, South Korea.
  - (iv) Advance Research Chemicals, 1110 W Key Stone Ave, Catoosa, OK 74015 USA.
  - (v) Hindware Ltd., Bahadurgarh.
  - (vi) Asian Paints, Industrial Model Town, Delhi Road, Rohtak-124001.
  - (vii) University of Minho, Gualtar, 4710-057 Braga, Portugal
  - (viii)University of Porto, 4099-002 Porto, Portugal
  - (ix) Universitat Politècnica de València, 46022 València, Spain
  - (x) The University of British Columbia, 2329 West Mall, Vancouver, BC V6T 1Z4, Canada
  - (xi) Massachusetts Institute of Technology, 77 Massachusetts Ave, Cambridge, MA 02139, USA
  - (xii) National Physical Laboratory, Dr KS Krishnan Marg, Pusa, New Delhi, Delhi 110012

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Departmental committee authorizes Head of the Department to contact with these Industries/Institutes for the Collaborative Research work.

(S.P. Khatkar)

(Sapana Garg)

(Devender Singh)

(Priti Boora)

(Rajesh K. Malik)

Naveen Kumar)

(Hari Om)

A meeting of the Departmental Committee was held on 22.01.2019 at 12.30 p.m. in the office of H.O.D. Following members were present:-

1. Prof. S.P. Khatkar, Head of the Depart	rument:	Chairman
2. Prof. V.B. Taxak, Deptt. of Chemistry	y	Member
3. Dr. Devender Singh, Assoc. Prof.,		Member
4. Dr. Priti Boora, Asstt. Prof		Member
5. Dr. Rajesh Kumar Malik, Asstt. Prof.		Member
6. Dr. Naveen Kumar -do-		Member
7. Dr. Hari Om -do-		Member

### Following decisions were taken:

1. The committee resolved that the last date of the abstract submission of the Conference be extended upto 30.01.2019.

2. The committee approved the name of the Invited Speakers/Session Chair/Guest of Honours etc. for the 1<sup>st</sup> National Conference of Indian Science Congress Association – Rohtak Chapter to be held on February, 12-13, 2019.

(S.P. Khatkar)

(V.B. Taxak)

(Devender Singh)

Priti Roors

(Rajesh Kumar Malik)

(Naveen Kumar)

(Hari Om)

A meeting of the Departmental Committee was held on 28.01.2019 at 12.00 (Noon) in the office of H.O.D. Following members were present:-

1.	Prof. S.P. Khatkar, Head of the Department:	Chairman
2.	Prof. V.B. Taxak, Deptt. of Chemistry	Member
3.	Prof. Sapana Garg -do-	Member
4.	Dr. Devender Singh, Assoc. Prof.,	Member
5.	Dr. Rajesh Kumar Malik, Asstt. Prof.	Member
6.	Dr. Naveen Kumar -do-	Member
7.	Dr. Komal Jakhar -do-	Member

### Following decisions were taken:

1. Discussed about the organization of Conference and resolved that M.Sc. students may also be allowed to attend the Conference with a nominal registration fee of Rs. 200/-. They will be provided a Folder (containing Note Pad & Pen) instead of Conference Kit and certificate for the attendance.

2. Committee is also of the view that the last date for submission of abstract and registration fee be extended upto 04.02.2019.

S.P. Khatkar 119

(V.B. Taxak)

Sanana Garo)

(Devender Singh)

(Komal Jakhar)

(Rajesh Kumar Malik)

(Naveen Kumar)

A meeting of the Departmental Committee was held on 05.02.2019 at 12.00 (Noon) in the office of H.O.D. Following members were present:-

1.	Prof. S.P. Khatkar, Head of the Department:	Chairman
2.	Prof. V.B. Taxak, Deptt. of Chemistry	Member
	Prof. Sapana Garg, Deptt. of Chemistry	Member
	Dr. Devender Singh, Assoc. Prof.,	Member
	Dr. Priti Boora Asstt. Prof	Member
6.	Dr. Rajesh K. Malik -do-	Member
	Dr. Naveen Kumar -do-	Member
	Dr. Hari Om -do-	Member

### Following decisions were taken:

- 1. Departmental Committee resolved that the last date for the submission of abstract as well as Registration Fee for the National Conference be extended upto the day of the Conference i.e. 12-13 February, 2019 without any late fee.
- 2. Committee resolved to honour Prof. O.P. Agrawal, Former, Head, Department of Chemistry, M.D.University, Rohtak in the Conference with life time achievement award.

The departmental committee resolved that the instruments related to the thermodynamic studies named DSA-5000(Anton Paar) and micro DSC 7 (Setaram) are handed over to Dr Hariom and Dr Naveen Kumar respectively with all accessories related to these instrumentation. Further these instruments will be used by the enrolled students on weekly rotation basis. These instruments will be remained available for the research work of Prof. V.K. Sharma and other research scholars of the Department as per their requirement.

(S.P. Khatkar)

(V.B. Taxak)

(Sapana Garg)

(Devender Singh)

(Priti Boora)

(Rajesh K. Malik)

(Naveen Kumar)

(Hari Om)