

Dept. meeting

Dept. meeting was conducted in the Dept. of Microbiology on 12/08/24.

Agenda:-

- 1) Repair of autoclaves x4
- 2) Electronic weigh balance
- 3) Miscellaneous needs for practicals for microbiology students.
- 4) Best practice of the Dept.
- 5) field trip
- 6) Labs to school program

Discussion:-

- The staff discussed about the Microbiology lab equipment. Old autoclaves (Benchtop) are not in working condition. They need replacement of coil and plugs. Four autoclaves need repair. Also need to purchase one to have new autoclave to meet practical needs.
- Electronic weighing - a very key instrument is not working. Need new ones for student practicals.
- Need to purchase many miscellaneous items for practicals for students like plastic trays, plastic ware, rubber feet, sticks, glass pipettes, dropper, cotton rolls, jute cord etc.
- Have to conduct Best practice of the Dept. - Blood grouping.
- field trip + labs to school program.

Resolutions :-

- 1) Resolved to send 4 subclones for repair and also purchase one 40 liter subclone to meet need for student practicals.
- 2) Resolved to purchase 2 New Electronic weighing balance and one portable digital weight scale (for nurseries in farm). As the local vendors not able to supply products as per required specifications. It is resolved to purchase both the 40 liter subclone and 2 Electronic weighing balance and one portable digital weighing scale online.
- 3) It is resolved to purchase miscellaneous items for the smooth conduct of the practicals to Microbiology students. The items as mentioned in the agenda, are accepted for purchase.
- 4) Resolved to conduct Best practice of the Dept. which is Blood grouping free of cost for the first year students. The cost of the kits will be met from the Restricted funds of the Department.
- 5) Resolved to conduct Lab to school programme.
- 6) Resolved to conduct fieldtrip to CTRI, Rajmundry.

1. Siba
12/8/24

Aty
12/8/24