

JUNE 08, 2026

A departmental meeting was held on 8th June 2026 at Botany Staff room at 12:00 Noon. The following incumbents were present:-

- 1) Dr. Navneet Kumar
- 2) Dr. Sunita Yadav
- 3) Dr. Pooja Gokhale Sinha
- 4) Dr. Shweta Sharma
- 5) Dr. Anshita Singh
- 6) Dr. Shantanu Mandal
- 7) Dr. Manoj Thakur
- 8) Dr. Krishna Kumar
- 9) Prof. Shubha Saluja

[Signatures and dates]
 Sunita Yadav 8/6/2026
 Pooja Gokhale Sinha 8/6/26
 Shweta Sharma 8/6/26
 Anshita Singh 8/6/26
 Manoj Thakur 8/6/26
 Krishna Kumar 8/6/26
 Shubha Saluja 8.6.26

The following points were discussed:

- 1) Dr. Sunita Yadav handed over the Department registers⁽²⁾ GBM register and fourth year research register to Dr. Navneet Kumar.
- 2) Dr. Navneet took over the responsibilities of Teacher-in-charge of the Department.
- 3) List of papers for the odd semester 2026-27 was written in the register and faculty members were asked to fill in their paper choices.
- 4) Dr. Navneet shared his ideas and vision for the department for the current academic year.

5.) Faculty members were informed about the outreach program of Nanyang schools, NDMC, Delhi. The following faculty members ~~were~~ volunteered to be mentors:

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| (i) Dr. Shantanu | (iv) Dr. Narneet (T.I.C) |
| (ii) Dr. Shweta | (v) Dr. Sachin |
| (iii) Dr. Sunita | (vi) Dr. Anvita |
| (vii) Dr. Manoj | (viii) Dr. Pooja Gothale (Program coordinator) |

6.) The Departmental committees were as follows:

1.) Garden committee - Dr. Shantanu, Dr. Sunita
Dr. Manoj

2.) Museum & Herbarium - Dr. Pooja Gothale,
Dr. Shweta Sharma
Dr. ~~Anvita~~

3.) Purchase - T.I.C, Dr. Pooja Gothale, Dr. Shantanu Aditi

4.) Repair - Dr. Sachin, Dr. Anvita, Dr. ~~Pooja~~

5.) Library - T.I.C, Dr. Aditi
Dr. Kinshang Anvita Dr. Shantanu

6.) Botanical Society - Dr. Prajna, Dr. ~~Kinshang~~, Dr. ~~Anvita~~

7.) Botanical magazine - Dr. Sunita Yadav + Dr. Manoj
Dr. ~~Anvita~~ + Dr. ~~Anvita~~

8.) Excursion - Dr. ~~Anvita~~ + Dr. Pooja

9.) Workload - Ex-T.I.C + Current T.I.C + Next T.I.C
(Dr. Sunita) (Dr. Narneet)

(Dr. Manoj)

10) Department NAAC coordinator - Dr Prajna
 & ~~NAAC~~ ranking Dr. Krishna,
 Dr Prasad

11) Admission Committee:- Dr Prajna
 Dr. Krishna, Dr Shweta.

⑦ All the committee shall be now onward
 on rotation basis for a period of two
 years.

Sachin
 8/6/26

Amrita Singh
 8/6/26

[Signature]
 8/6/26

Sachin
 8/6/26

Shweta
 8/6/26

Shantam
 8/6/26

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 8/6/2026

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 08/06/2026