



**CENTRAL OFFICE
POST-GRADUATE DEPARTMENTS
UTKAL UNIVERSITY**

**Proceedings of the Meeting of the PG Council held
on 25.08.2023 at 11.00 A.M in the P.G. Council Hall**

MEMBERS PRESENT:

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|--------------------------------------------------|----------------------------------------------|
| 01. Chairperson, P.G. Council In the Chair; | 20. HOD, Zoology; |
| 02. HOD, A&A Economics; | 21. Coordinator, Lib & Inf. Sci; |
| 03. HOD, AIHCA; | 22. Director, Women Studies; |
| 04. HOD, Business Administration | 23. Coordinator, MJMC; |
| 05. HOD, Chemistry; | 24. Coordinator, IMCA; |
| 06. HOD, Commerce; | 25. Coordinator, M.Sc. Computer Science; |
| 07. HOD, Computer Sci & App; | 26. Coordinator, M.Tech (IT); |
| 08. HOD, English; | 27. Coordinator, IMBA; |
| 09. HOD, Geography; | 28. Coordinator, MBA Agri Business; |
| 10. HOD, Geology; | 29. Principal, UDTE; |
| 11. HOD, History; | 30. Coordinator, Hindi. |
| 12. HOD, LLM; | 31. Coordinator, UDPS |
| 13. HOD, Odia; | 32. Controller of Examinations (Spl Invitee) |
| 14. HOD, PMIR; | 33. Dy. Controller of Examinations. |
| 15. HOD, Philosophy; | |
| 16. HOD, Physics; | |
| 17. HOD, Psychology; | |
| 18. HOD, Public Administration; | |
| 19. HOD, Statistics; | |

The meeting of the Post-Graduate Council, Utkal University is held on 25.08.2023. The Chairman welcomed the members and apprised all of the agenda.

Business Transacted & Resolutions Made

1. The heads were apprised about the forthcoming induction programme scheduled to be organized by the University (IQAC & PGC jointly with the financial support from WB-OHEPEE) on 31st August, 2023.
 - It was resolved that all heads & their faculty will mobilize the fresher students to attend the Induction programme.
 - All teacher of the University will attend the induction positively and the 3rd semester classes will be suspended during the induction timing to enable the teachers to attend the programme.
 - The Heads will issue the temporary I- Card to students in the format provided by the PGC.
2. The heads were also requested to apprise all their faculty members to differentiate between CL/DL/AL and to use the University format to apply.
 - It was also resolved not to send the leave application through mails.
 - All leave applications need to be routed through the heads.
 - All applications starting from Asst. Professor level need to reach the PGC office.
3. The PGC tabled a composite data base to collect student's data from 2023 admission batch which was approved by the house. It was resolved that PGC will provide the format to prepare the database.

N. Rath 25/8/23
Chairperson, P.G. Council