

# Office of the Department of Zoology

## Govt. Degree College Uttersoo

گورنمنٹ ڈگری کالج اُترسو (کشمیر)  
Uttersoo-Shangus, Anantnag, Jammu and Kashmir-192201  
NAAC Accredited Grade 'B'

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Department email: [zoology.gdcuttersoo@gmail.com](mailto:zoology.gdcuttersoo@gmail.com)

Dated: 15-02-2025

### MINUTES OF MEETING

Department of Zoology convened a meeting today on 15 /02/ 2025 to mark the commencement of new academic session and maintenance of Departmental museum. The meeting was chaired by Dr. Sabzar Ahmad Dar, HOD Zoology and attended by all faculty members of the Department.

### AGENDA

The major agenda of the meeting was allocation of class assignments, distribution of lab duties and the maintenance of Departmental museum. The following points were discussed and resolved.

### DECISION

**Theory Classes and practical sessions:** Teaching responsibilities and specific laboratory duties for the current session were allocated among the faculty members and Dr. Urmilla was directed to frame the time table in consultation with other faculty members.


Tasks include equipment maintenance, Stock verification and enforcing safety measures were assigned to Mr. Irshad Ahmad rather, Lab. Bearer

**Maintenance of Departmental museum:** It was unanimously assigned that;

- Dr. Sabzar Ahmad Dar and Dr. Wajid Majeed will look towards the cleanliness and beautification of museum.
- Dr. Sabzar Ahmad Dar and Dr. Urmilla John will be engaged with restoration of aquaria.
- Dr. Sabzar Ahmad Dar and Dr. Muddasir Basheer will remain engaged with updation of museum.

**Student participation:** Class representatives were appointed for each semester to coordinate communication between students and faculty members. CR's will help maintain class discipline and assist in organizing departmental activities.

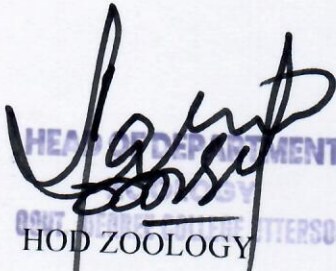
### Signatures of the faculty members present:

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HOD ZOOLOGY

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Dated: 25-02-2025

### MINUTES OF MEETING

Department of Zoology convened a meeting today on 25/02/2025 under the chairmanship of Dr. Sabzar Ahmad Dar, HOD zoology and attended by all faculty members of the Department.

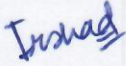
### AGENDA

The major agenda of the meeting was to discuss the establishment of a Departmental museum to enrich the academic and experimental exposure of students.

### DECISION


- A suitable room within the department was identified and approved for museum setup. Basic furniture and display units (glass cabinet, shelves) will be procured after completing all the financial formalities.
- Initial setup and collection to be completed by the end of March 2025.
- Inauguration of the Museum by worthy principal is proposed in 1<sup>st</sup> week of April 2025.

### Signatures of the faculty members present:

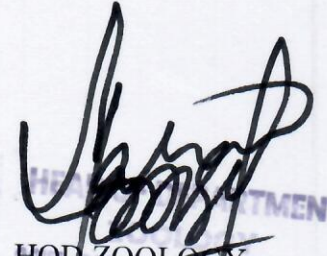
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