

**MAHARSHI DAYANAND UNIVERSITY ROHTAK
GENERAL ADMINISTRATION BRANCH**

No. Gen. Admn./2015/1410-1480

Dated : 23.04.2015

To

All the Heads of the University Teaching Departments,
M. D. University, Rohtak

**Sub: Minutes of the meeting of Heads of the University Teaching Department
held on 10.04.2015.**

Sir/Madam,

I am directed to inform you that a meeting of all the Heads of the University Teaching Department was held on 10.04.2015 at 3:00 p.m. in the Committee Room of the Vice-Chancellor's office. After detailed discussion, the following decisions were taken:

1. Welcome/farewell parties be arranged only on Saturdays from 1:00 p.m. to 5:00 p.m. in the departments where low music be used. Those willing to use DJ and loud music may arrange such parties in the University Community Club after seeking permission from the Registrar as per availability. It will be free of charge. At least two teachers shall remain present during such parties.
2. All Heads of Departments may ensure that all power points/switches in the departments are switched off before closing the department.
3. From the session 2015-16, an amount of Rs. 30,000/- shall be allowed out of R. K. Fund for organizing Workshops in the departments.

I am directed to circulate the above decisions for strict compliance by all the Heads of the University Teaching Departments.

Yours faithfully,

--sd-

Asstt. Registrar (Gen. Admn.)
For Registrar

Endst. No. Gen. Admn./2015/1481-82

dated 23.04.2015

Copy of the above is forwarded to the following for information and necessary action:

1. The D.R., V. C.'s office (for kind information of the Vice-Chancellor), M. D. University, Rohtak
2. P. A. to Registrar (for kind information of the Registrar), M. D. University, Rohtak

--sd--

Asstt. Registrar (Gen. Admn.)
For Registrar