



5) **Prof. Dr. Rehana Asghar**

**Vice President (AJK)**

**Chairperson Biotechnology,**

**University of Azad Jammu and Kashmir**

6) **Dr. Tehreema Iftikhar**

**Joint Secretary**

**Assistant Professor, Department of Botany,**

**Govt. College University, Faisalabad**

The meeting started with the recitation from the Holy Quran By Prof. Marwat. Dr. Asghari Bano (General Secretary / Treasurer) showed her inability to attend the council meeting on account of her health problem and requested Dr. Tehreema Iftikhar (Joint Secretary) to officiate as Sec. General in the council meeting in her absence. All Council members congratulated Dr. Muhammad Qaiser on becoming the Vice Chancellor, University of Karachi, Karachi.

***Agenda Item 1: Review of minutes of previous council meetings and follow up***

The minutes of the previous council meetings were reviewed thoroughly and following areas were pointed out by the council members that need attention:

- a. Dr. Muhammad Qaiser was requested to issue a polite letter to all editorial board members whether or not they are still willing to spare their precious time for Pakistan Journal of Botany.
- b. Dr. Muhammad Qaiser also highlighted that in the previous council meeting it was decided to add some new editors from international community in the editorial board of PJB, but this task is still pending.
- c. Dr. Muhammad Qaiser also highlighted that some annual members asked for the hard copy of the journal. It is was unanimously decided that the annual members are not eligible for the hard copy of the journal.

***Decision: The Council members decided to complete the pending tasks and approved the minutes***

***Agenda Item 2: Updates on forthcoming "International & National Conference of Botany"***

Dr. Zabta Khan Shinwari, explained the details of the upcoming 3<sup>rd</sup> International Conference of Botany going to be held from 1<sup>st</sup> to 3<sup>rd</sup> of September, 2012. He informed the council members that five disciplines have been formulated for receiving the abstracts from the scientists. Each section is headed by a competent subject specialist as already mentioned in the conference poster. He added that overall approx. 1500 abstracts have been received which have been sent for scrutiny to focal persons. Now the abstracts

have to be scrutinized for oral or poster and their publication thereafter in a special issue. For this purpose it was decided by the council members that a committee of three scientists for each discipline may be constituted so as to accomplish the task.

***Decision: All council members appreciated the efforts of President and General Secretary for the systematic planning, regarding the upcoming conference and agreed for constituting committees for scrutinizing the abstracts in various categories.***

### ***Agenda Item 3: Budget of PBS and Forthcoming conference***

The president informed that large numbers of registrations has been received by Treasurer/General Secretary for the conference. Dr. Rehana Asghar also suggested that all participants should be accommodated for residence during the conference. Dr. Tehreema Iftikhar also supported that all delegates in terms of local hospitality must be entertained. Dr. Zabta informed that they have reserved some accommodations for the participants of upcoming 3<sup>rd</sup> International Conference.

***Decision: Council members agreed with the suggestion.***

### ***Agenda Item 4: MoU between PBS and WWF-P***

- a. Dr. Zabta shared with the council members that Dr. Asghari Bano (General Secretary/Treasurer PBS) and Ali Hassan Habib (DG, WWF-P) signed an MoU, between the Pakistan Botanical Society and WWF-Pakistan. With reference to the MoU, WWF-P will grant Pak. Rs. 0.15 million every year to PBS. The Council members appreciated the efforts made by the President, Dr. Zabta Khan Shinwari, in this regard

### ***Agenda Item 5: Affairs of PJB***

Dr. Muhammad Qaiser informed on the progress of Pakistan Journal of Botany.

- b. Dr. Muhammad Qaiser informed the council member that numbers of papers per issue of the journal is being reduced so as to improve the quality of the journal.
- c. Dr. Muhammad Ashraf pointed out some common mistakes made by the authors in the manuscripts for which the council decided to incorporate the highlighted points into the “instructions to authors” section of the journal.
- d. Dr. Khan Bahadar Marwat pointed out that contribution to the authors is still missing in practice during the submission of the manuscript. The Council members decided that contribution of each author must be mentioned and it should be included in the “instructions to authors” section.
- e. The council also instructed the chief editor to share contents with the president, so that he may point out mistakes, if any, before publishing the issue.

- f. The Council also decided to strictly follow anti-plagiarism policy and requested the chief editor to check every article for plagiarism using the software “Turnitin”.

*Decision: All the council members appreciated the efforts made by Dr. M. Qaisar. The Council members also showed their satisfaction on the efficiency of the Pakistan Journal of Botany.*

**Agenda Item 5: Members Directory**

Dr. Muhammad Qaiser suggested that Dr. Tehreema Iftikhar shall send the latest life members’ directory to Dr. Zabta, so that it may be updated and thus published.

*Decision: The Council members agreed with the suggestion*

**Agenda Item 6: New building for PBS & PJB in the University of Karachi**

The Council members appreciated Dr. Muhammad Qaiser on account of the announcement made by him that “a Building has been allocated for the Pakistan Botanical Society on the campus of University of Karachi, Karachi”. Furthermore, the council members also gave approval for the renovation of the building from the PJB account.

*Decision: Council members appreciated Dr. Muhammad Qaiser on his concern for the society.*

**Agenda Item 7: Clearance of budget of previous office bearers**

Dr. Zabta informed that previous office bearers have not yet provided the accounts statement. We need to clear the previous funding received and submit audited accounts to the donors and new office bearers, otherwise it will be impossible to receive new grants.

*Decision: The Council members assigned the task of the clearance of previous budget to the Dr. Zabta, Dr. Qaiser, Dr. Ashraf and Dr. Khan Bahadar Marwat by having a meeting with the former Treasurer and President.*

*The meeting was concluded with a vote of thanks from and to the chair.*

**Prepared by**

Dr. Tehreema Iftikhar  
Joint Secretary PBS

**Approved by**

Prof. Dr. Zabta Khan Shinwari  
President PBS