

DC Meeting on 14.06.2022 at 2 p.m.

External

Inbox



Indranil Acharya Faculty, English <indranil@mail.vidyasagar.ac.in> 7:40:07 PM  
(3 days ago)

to English, Jolly, Jolly, Debdas, Hemant, English

Dear Colleagues,

This is to inform you that a DC meeting will be convened on 14.06.2022 at 2 p.m. to discuss the following issues.

1. Confirmation of the resolutions of the previous meeting(s)
2. Proposal for PRG
3. Finalization of Accounts of SAP DRS-II
4. IQAC Journal guidelines
5. Publication proposal- both UG & PG
6. VU-UEA Review Meeting
7. Regarding UG & PG Exams
8. Miscellaneous (Goutam Ghosal resignation; translation workshop Ramaswamy; Internal Annual Academic Audit)

Kindly make it convenient to attend the meeting on the said date and time.

Thank you for your cooperation.

Regards

Indranil Acharya

Head

Department of English

Vidyasagar University

DC Meeting on 14.06.2022 at 2 p.m.

- Members present:
1. Inail Aiy
  2. Joysh
  3. Jolly Das
  4. Roy
  5. Hemant  
14/6/22
  6. R. P. 14.6.22

Item No. 1: The resolutions of the previous meetings held on 05.05.2022, 15.05.2022 (emergency DC) and 18.05.2022 (emergency DC) were read and confirmed.

- ATR on the meeting held on 05.05.2022:
  - i) All the supervisors and external members of the RAC were informed about the inclusion of Dr Debidas Roy as an internal member of RAC.
  - ii) The composition of the departmental IQAC was sent to the Director, IQACs on 30.05.2022.
  - iii) The students' feedback forms on the VU-UEA joint teaching sessions were circulated and received from the students. These <sup>inputs of the select</sup> forms were then shared with the resource persons.
  - iv) Discussion on PRG projects was earmarked as a separate item in the DC meeting on 14.06.22 as per the advice of the Dean, faculty of Arts and Commerce.
  - v) The anthology for UG & PG to be published by the VUPD was earmarked as a separate agenda for discussion.
- ATR on the emergency DC meeting held on 15.05.2022:
  - i) The HoD informed all the Syllabus Committee members about the changes in the proposed new courses via e-mail on 15.05.2022 at 21:36 hours.
- ATR on the emergency DC meeting held on 18.05.2022:

The authors of the selected abstracts were informed of the technical requirements via e-mail on 23.05.2022. The process of primary internal review began on 20.06.2022. The PDF version of vol. 15 of the journal is being sent to



the advisory and editorial board members by  
Dr Jolly Das.

Item No. 2 → Minutes: The members discussed the issue of PRG from different perspectives. They preferred to conduct personal research individually.

Resolution → Resolved that the faculty members would submit the research proposals under PRG scheme individually at an early date.

Item No. 3 → Minutes: Prof. Joyjit Ghosh, Deputy Coordinator, SAP-DRS II reported to the members the details of finalization of accounts of DRS-I & DRS-II. He further informed that after receiving the Registrar's note on 25.05.2022 necessary initiatives were taken to finalize the accounts of DRS-II. The soft copy was e-mailed to the UGC official on 09.06.22 and the hard copy was received by the UGC office through speed post on 13.06.22.

Resolution: Resolved that the HoD, on behalf of the DC, would inform the Registrar about the steps taken by the department to comply with the UGC requirements.

Item No. 4 → Minutes: The IQAC journal guidelines were discussed by the members. They felt the need to increase the number of international scholars in the advisory and editorial boards. It was decided that the editorial would acknowledge the reviewer's compliance by the authors. The issue of assigning DOI number to each article was also discussed.

Resolution: Resolved that the members would add more international scholars to the advisory and editorial boards and the chief editor would consult the Information Scientist about the DOI numbers.



### Minutes:

Item No. 5 → The publication proposals covering <sup>the</sup> common areas of UG & PG courses were discussed. The members referred to the VUPD resolution in which a selection for the compulsory communicative English courses at the UG level had been proposed. The members also reported about a compulsory English anthology connect, written for the VU compulsory courses.

Resolutions: Resolved that the VUPD members Prof. Indranil Acharya and Prof. Joyjit Ghosh would consult the Registrar about the proposed compulsory English anthology for UG Science, Arts & Commerce students. The HoD would also talk to the Secretary, UG Councils about the prospects of a UG syllabus revision.

Item No. 6 → Minutes: Prof. Indranil Acharya, Prof. Joyjit Ghosh and Dr. Jolly Das informed the other members of the outcome of the review meeting held with the University of East Anglia resource persons on 09.06.2022. It was decided in the meeting that the pending session of Prof. Pooja Gupta will be held soon and an exclusive students' session will be conducted in September 2022 with the current final semester students of V.U. It was also decided to hold a final response meeting on 09.11.2022 before the actual field visit of the University of East Anglia research team. Prof. Indranil Acharya apprised the members of a larger academic collaboration proposal of the UEA team duly approved by the Hon'ble Vice-Chancellor of V.U.

Resolutions: Resolved that the students of the final semesters be informed about their future role in the VU-UEA academic partnership and Prof. Indranil Acharya would attend the preparatory meeting of the UK India Business Council on 22.06.2022 as per the instruction of the Hon'ble Vice-Chancellor.

Item no 7 → Minutes: Dr. Jolly Das informed the house



of a problem regarding the UG moderation due to the non-cooperation of some enlisted paper-setters who neither refuse to set the paper nor send the papers even before the date of moderation. She suggested that some measures be taken against some of these early career faculty members of various colleges to remind them of the sanctity of the official assignments.

Prof. Indranil Acharya apprised the members of his communication with the Controller of Examinations regarding the conduct of Course 405 exam by the department in the form of students' dissertation submission in students' seminar.

**Resolutions:** Resolved that the HoD would write a letter to the CoE about the negligent approach of some college teachers and inform him about the date of conducting ENG-405 seminar in consultation with his departmental colleagues after the publication of the PG final semester exam schedule.

**Item No. 8. Miscellaneous:** i) The HoD reported to the house about the communication received from Prof. Grantam Ghosal, retired faculty of VBU, regarding his inability to continue as an external member of the Subject Committee of CDOE. The members recommended the name of Prof. Grantam Buddhha Sural, Professor of English at Bankura University, as the substitute for Prof. Ghosal. It was decided to report the matter to the Director, CDOE.

ii) The HoD informed the house about the translation workshop to be conducted in Jan-Feb 2023 by the noted translator Sr V. Ramaswamy in collaboration with the Deptt. of Bengali, V.U. It was decided to hold a meeting with the Bengali department and identify 10 (ten) potential translators from amongst the final semester students of English department.

iii) The internal annual academic audit proforma was placed in the meeting by the HoD and some issues were discussed. It was decided to review the process in the next DC meeting as a separate agenda.

Confirmed in DC meeting on 23/06/22  
Gail Kelly