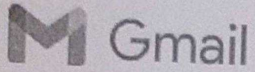


12/7/22, 2:53 PM

Gmail - DC Meeting on 07.12.2022 at 2.30 PM



Hemant Kumar <hemantkumargolapalli@gmail.com>

## DC Meeting on 07.12.2022 at 2.30 PM

1 message

HOD English <hod\_english@mail.vidyasagar.ac.in>

Wed, Nov 30, 2022 at 9:09 PM

To: "Joyjit Ghosh Faculty, English" <joyjitghosh@mail.vidyasagar.ac.in>, Jolly Das Faculty English <jollydas@mail.vidyasagar.ac.in>, "Debdas Roy Faculty, English" <debdasroy@mail.vidyasagar.ac.in>, Hemant Kumar <hemantkumargolapalli@gmail.com>, "Shubhendu Shekhar Naskar Faculty, English" <shubhendu.sapphire@gmail.com>, "Indranil Acharya Faculty, English" <indranil@mail.vidyasagar.ac.in>

Dear Colleagues,

This is to inform you that a Departmental Committee meeting will be convened on 07.12.2022 Wednesday at 2.30 PM to discuss the following issues.

1. Confirmation of the resolutions of the previous DC meeting(s)
2. SAP-DRS-II related financial issues
3. Assignment re-distribution of Ph.D. Course-111
4. Matter related to First Semester examination
5. English translation of *Lodha Sabar Jatir Samaj Jiban*
6. Reporting on the Journal vol.16, 2023
7. Miscellaneous

Kindly attend the meeting on the said date and time.

Regards

Indranil Acharya

Professor and Head

Department of English

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D. C. Meeting on 07.12.2022 at 2:30 p.m.

Members present:

1. Joyjit Das 07/12/22
2. ~~Jolly Das~~
3. Jolly Das 07/12/2022
4. Debdas Roy 7/12/22
5. Hemant
6. RMP

Item No. 1: Resolutions of the previous DC meetings held on 19.10.2022 and 14.11.2022 were read and confirmed.

- ATR on the meeting held on 19.10.2022:
  - i) The teachers have provided quality study materials to the students of first & third semesters in the respective whatsapp groups. Tutorial classes are also being conducted to address student-specific needs.
  - ii) Official whatsapp group of the Ph.D. scholars of 2022-23 session has been created and details of the timetable and teaching assignments have been shared in this group.
  - iii) The students' session was coordinated successfully by Prof. Joyjit Ghosh on 01.11.2022. Prof. I. Acharya and Dr Jolly Das made their presentations in the VU-UEA joint session on 09.11.2022.
  - iv) The internal assessments of Sem 3 were held on 05/12, 06/12, 08/12, 09/12 & 13/12. Ms Aishwarya Baverjee and Ms Nandini Saha have begun to take classes in the first semester in 2022-23 session.
  - v) The author details of the Journal Vol. 16 were provided by the editorial board members in Oct. 2022. The <sup>two</sup> invited articles were circulated and the members advised to retain the article of Prof. M. Mani Meitei for the next volume. Dr. Parvati Jaggi was issued the reviewer's certificate via email on 12.01.2022.
  - vi) In the miscellaneous section, Dr Debidas Roy reported on the outcome of the CDOE workshop (09-11 Nov. 22) and the impact of NSS camp with medical aid from Dr Sargita Nair in Nov. 2022.



Prof. Joyjit Ghosh & Mrs H.K. Goswami also reported on the CDE workshop in which guidelines for licensing and data security were also discussed. Dr Roy also told that audio recordings of the indigenous performance were also done in the NSS fieldwork.

• ATR on the Emergency DC meeting held on 14.11.2022

i) The revised budget estimate of 2022-23 and fresh budget estimate of 2023-24 for the Dept. of English were sent to the Finance Officer on 17.11.2022 and the matter would also be taken up in the budget meeting on 08.12.2022.

Item No. 2 →

Minutes; Prof. Joyjit Ghosh informed the members about the SAP-DRS II related financial issues and the final settlement of SAP-DRS I. The HoD also confirmed the dispatch of another email to the UGC designated email id for the final settlement of accounts. Payment process to Project Fellows is also complete.

Resolution → Resolved that the HoD & the Dy. coordinator SAP-DRS II would appeal to the Hon'ble Vice Chancellor for the payment of the arrear amount for the maintenance of Janaki archive over the last 5 years.

Further resolved that another DC meeting be convened for the utilization of various expenses under the Recruiting head within 31.03.2023.

Item No. 3 →

Minutes; Assignment re-distribution of the revised course 111 of Ph.D. coursework syllabus was done and the attendance of the SRF S.N. Hore in the dept. on Thursdays to discuss research issues with the PhD scholars was discussed.

Resolution; Resolved that the revised course 111 would come into effect immediately and the new arrangement with the SRF would also be effective from the next week.



Further resolved that the HoD would write to the Finance Officer for the replacement of the lock and key system in the DRS room & the seminar library.

Item No. 4 →

Minutes: The HoD informed the members about the outcome of the meeting with HoDs on 05.12.2022 regarding the new question pattern ( $10 \times 2 + 5 \times 4 = 40$ )

Resolution: Resolved that the <sup>BoS and</sup> moderations of the P6 first semester would be held only after receiving the new notification from the Controller of Examinations.

Item No. 5 →

Minutes: The HoD reported his conversation with the Special Officer about the need to submit the manuscript of "Ladha Sabar Jatin Sawaj Jiban" to VUPD at an early date. Dr. Debdas Roy informed that he had finished the glossary part.

Resolution: Resolved that Prof. Joyjit Ghosh would distribute the manuscript among faculty members for a final editing and the process would be complete by 31.12.2022.

Item No. 6 →

Minutes: The Chief Editor reported that the corrections <sup>have</sup> been incorporated by Mr Jagadish Mahata, and

Resolution: The final manuscript would be circulated among the editorial board members around 15.12.22. After receiving their inputs the manuscript would be submitted to VUPD with a request to assign DOI to each article.

Item No. 7 Miscellaneous:

Resolved that Dr Debdas Roy, Mr H. K. Gopalalli and Mr S. S. Haskar would represent the Dept. of English in the CDOE workshop to be conducted during 27-29 December, 2022.

Confirmed in the DC meeting held on 15.02.2023

Jit Achy 15/02/23