

DC Meeting on 06.07.2023 at 12 p.m.

Members present:

1. P. S. Acharya 06/07/23
2. Joydutta 6/7/23
3. Jolly Das 6/7/23
4. Seelada Roy 6/7/23
5. Hemant 6/7/23
6. -FAP 6/7/23

Item No. 1: Resolutions of the previous DC meetings held on 02.05.2023, 10.05.2023 and 14.06.2023 were read and confirmed. (emergency DC) (emergency DC)

• ATR on the meeting held on 02.05.2023:

- i) Payment related to SAP DRS-II was approved by the FC and payments were made to the vendors in June 2023.
- ii) An amount of Rs. 25000/- was approved by the EC for the printing of the Journal of the Dept. of English vol. 16, 2023. Later, in a VUPD meeting it was resolved that 25 copies of the journal would be printed (vol. 16).
- iii) Departmental Purchase Committee was formed as per the notification received from the Registrar, V.U. It was sent ~~to~~ to Finance Officer on 12.05.2023.
- iv) The academic calendar was prepared with dates of internal assessments fixed between 22.05.2023 and 08.06.2023. The topics for internal assessment & ENG-405 were posted in the students' whatsapp groups on 07.05.2023. Assessments were also conducted accordingly. Students' performance in first semester term end exams was reviewed in an emergency DC held on 10.05.2023.
- v) Dr Mahendra Kr. Mishra sent his full paper for Vol. 17, 2024 of the Journal before 31.07.2023. As discussed in the parent-teacher & student-teacher meetings, the HoD sent letters to the in-charge of Engineering Section on 02.05.23 & 04.05.23.
- vi) The final manuscript of Lodha Sabar Jatin Samji Tibar was submitted to the Hon'ble Vice Chancellor on 25.05.2023. The HoD talked to Nolini Barua. He had already given permission to translate his book Subarnarene Subarnarekha in July 2022.

vii) The RAC meetings were held between 09/06/2023 and 29/06/2023. The reports were submitted in July 2023 after receiving signatures of Prof. Krishna Sen for the scholars of Prof. Debashis Bandyopadhyay.

The list of journals to be subscribed by the department was mailed to the Asstt. Librarian on 06.05.2023.

The application for study leave to Mr S.S. Naskar was forwarded to the Registrar on 25.05.2023.

The translated manuscripts of Dr Jolly Das and Mrs Anandha Sen were under consideration for publication by Niyogi Books. Drama club led by Mr S.S. Naskar performed Chekov's play in the students' farewell programme.

• ATR on the Emergency DC meeting held on 10.05.2023:

i) The names of 11 unsuccessful candidates in 1st semester term end exams were struck off and the tutorial groups were re-arranged.

ii) Remedial classes were offered in the timetable for 12 candidates with supplementary papers and classes were taken by R. Patra, D. Modak, A. Banerjee and N. Saha.

iii) In both 2nd and 4th semesters consideration for attendance below 60% was made strictly on the basis of valid medical documents and all papers were sent to the office of the PG Secretary.

• ATR on the Emergency DC meeting held on 14.06.2023:

i) The members would submit the course-specific e-content on various texts before the commencement of new odd semester classes.

• Meeting held on 06.07.2023:

Item No. 2 → Minutes: The teaching assignments for both 1st & 3rd semester classes were distributed among the permanent teachers, CDOE teachers, JRFs and 02 Guest Teachers who taught in the even semesters in 2023.

Resolution: Resolved that the names of 02 Guest Teachers - Dr Sudip Kr. Das & Dr. Ujjwal Kr. Panda be sent to the

appropriate authorities for approval in the odd semester 2023.

Item No. 3: Minutes → The timetable for odd semester classes was discussed and finalised by the members.

Resolution: Resolved that the timetables be posted on the notice board and whatsapp groups and sent to the PG Secretary as and when asked for.

Item No. 4: Minutes → The HoD reported on the resolution of the VUPD meeting to print 25 copies of the Journal of the Department of English, vol. 16, 2023. The members also discussed the forwarded email to HoD by the Registrar regarding the promotion and circulation of the Journal by a third party vendor. There was also discussions on the full papers received within 30/06/23 for vol. 17, 2024 of the Journal. The issues of plagiarism check and internal peer review were discussed.

Resolution: Resolved that the editorial board members would review and finalise the papers on 26.07.23 after completing the individual review. The decision to allow 10% relaxation in the total word count of papers (maximum & minimum) was also taken and special attention to plagiarism check should be given. Further resolved that the third party vendor proposal for the Journal would not be viable in the present context.

Item No. 5: Minutes → The members discussed issues related to the ongoing ICSSR project under Dr. Debdas Roy and explored possibilities of developing an Oral History Project on Tribal Freedom Fighters of Jangal Mahal districts. The need to update Janalipi Archive was also felt by the members.

Resolution → Resolved that Dr. Debdas Roy be requested to communicate with Resource Persons in La Boroough Univ, UK & British Council for organising an International Seminar cum Workshop ^{in January 2024} on performance traditions of Jettore community and explore funding opportunities. Further resolved that necessary preparations be made to apply for Oral History Project on DNT communities to Ministry

of Tribal Affairs. It was also resolved that the JRFs in the department and Mr. Roy Patra would update Janaki Archives.

Item No. 6: Minutes → The HoD proposed the names of Prof. Jatindra Kr. Nayak and Prof. Alok Bhalla for Special Lectures in 2023-24 session. He also reported on Prof. Malashvili's proposal to conduct Literary Meet under the aegis of Sahitya Akademi inviting ^{local} Dalit & Adivasi authors. The members proposed to hold ENG 105 workshop at the same time.

Resolution → Resolved that the Special Lectures be held preferably by end-November 2023 and the Literary Meet cum ENG 105 workshop be held in early December 2023.

Item No. 7: Minutes → The CCAE coordinator Mr. H.K. Golopalli reported that he ~~has~~ ^{would} complete 02 years on 5th September 2023 and hence a next coordinator be selected for CCAE. The members discussed the issue and unanimously selected Mr. Shubhendra Shekhar Naskar as the next CCAE Coordinator.

Resolution → Resolved that Mr. Hemant Kr. Golopalli be requested to continue till 31st October, 2023 and the next incumbent Mr. Shubhendra Shekhar Naskar would take charge on 01.11.2023.

Item No. 8: Minutes → The date of holding UG syllabus committee meeting under NEP was discussed and finalised.

Resolution → Resolved that the UG BOS ^{syllabus committee} meeting be held on 22.07.2023 evening in the online mode.