



VIDYASAGAR UNIVERSITY

Internal Quality Assurance Cell
MIDNAPORE - 721102, WEST BENGAL, INDIA

Ref. No. - VU/IQAC/025 /2022

Date: 07/03/2022

Resolution and ATR of the Meeting of Internal Quality Assurance Cell (IQAC)

Vidyasagar University

On 04.03.2022 at 1 pm

Venue: Surya Sen Sabhakaksha

Members:

1. Prof. Sibaji Pratim Basu, Hon'ble Vice-Chancellor - Chairperson
2. Prof. Satyajit Saha - Dean, Faculty of Science - Member
3. Prof. Tapan Kumar De - Dean, Faculty of Arts and Commerce - Member
4. Dr. Jayanta Kishore Nandi, Registrar - Member
5. Mr. Gautam Pal - Finance Officer - Member
6. Mr. Biplab Chakraborty - Controller of Examinations & Senior Information Scientist - Member
7. Dr. Tarun Kanti Mandal - Secretary, Council for Postgraduate Studies - Member
8. Prof. Ajay Kumar Misra, Professor, Dept. of Chemistry - Member
9. Prof. Ramkrishna Maiti, Professor, Dept. of Geography - Member
10. Prof. Sebak Kumar Jana, Professor, Dept. of Economics - Member
11. Dr. Jolly Das, Associate Professor, Dept. of English - Member
12. Dr. Tarak Nath Sahu, Associate Professor, Dept. Business Administration - Member
13. Mr. Prabhash Kumar Singh, Assistant Professor, Dept. of Computer Science - Member
14. Prof. Debdulal Banerjee (Alumni) - Member
15. Dr. Annapurna Chatterjee (local society) - Member
16. Mr Sukumar Roy, Industrialist - Member
17. Prof. Madhumangal Pal, Director, IQAC

Resolution

Prof. Sibaji Pratim Basu, Hon'ble Vice Chancellor took the chair.

At the outset, the members of the newly constituted committee introduced themselves.

Prof. Sibaji Pratim Basu, Hon'ble Vice-Chancellor appraised the house on the roles and responsibilities of IQAC in ensuring and achieving new standards in higher education. He formally welcomes Prof. Madhumangal Pal, the present Director and the members of the newly constituted IQAC. At the same time, he acknowledged the contribution of Professor Prakash Chandra Dhara, former Director of IQAC.

Mr. Sukumar Roy (Industrialist) clarified the importance of industry-academia interaction and exchange of expertise. He promised to give his valuable input in curriculum design incorporating the requirement of industries in order to enhance employability. He also requested for factory visit



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of 3-4 members (Faculty/scholars) per month from Department of Chemistry, Physics, Electronics and Management. He promised to facilitate internship programme also. He requested our faculty members for extending academic expertise by delivering lectures to the staffs and employees of his factory.

Dr. Annapurna Chatterjee is applauded for her donation in University Endowment. She requested for organizing a seminar where activities and responsibilities of IQAC will be discussed in details.

Confirmation:

Agenda 1: Confirmation of the proceedings of last meeting held on 28.12.2021.

Resolutions: Proceedings of last meeting was read and confirmed.

Considerations:

Agenda 2: Introduction to new best practices and updates on existing ones.

Resolutions: Professor Debdulal Banerjee appraised the house about existing best practices like Maintaining Green Campus; No AC Day; No Vehicle Day; Archiving Tribal Language; Paperless-Automation in financial and academic activities and transactions; Transparency in the activities of statutory bodies etc.

Proposal for replacing 'no vehicle day' by observing **Cycle Rally, Poster Rally, Patha Natika** etc. was placed before the house. After thorough discussion it is resolved that existing practice of 'no vehicle day' will be continued along with the proposed programmes to increase environmental awareness among the students. It is also resolved that more toto will be arranged and parking facility will be increased to minimise the difficulties of the university employees.

ATR: The process is under process.

Agenda 3: Proposal to introduce 2-credit course on 'Vidyasagar and Social Sciences' for all PG Students in Blended Mode.

Resolutions: House unanimously accepted the proposal to introduce 2-credit course on 'Vidyasagar and Social Sciences' for all PG students in blended mode. House requested Prof. Sibaji Pratim Basu, Hon'ble Vice Chancellor and Prof. T.K. De, Dean, Faculty of Arts & Commerce for framing the syllabus.



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Professor Ramkrishna Maiti proposed to include 'Vision and Moto of University' in this curriculum to make the students aware on the essence of our university. House requested Dr. Tarun Kanti Mandal, Secretary, and Council for P.G. Studies, to take necessary initiatives to introduce this course from the coming session 2022-23.

ATR: Syllabus has been formed. Video recording Pending for approval of competent authority.

Agenda 4: Proposal to introduce registration of each research scholar for every semester.

Resolution: After thorough discussion house resolves to strengthen and strict adherence to the existing norm of monitoring semester-wise research progress through RAC. All research scholars will submit the RAC report in the month of December and June to the Ph.D. Cell. Dr. Jayanta Kishore Nandi, Registrar, is requested to issue necessary notification in this regard.

ATR: Committee formed this issue.

Agenda 5: Proposal to introduce 'Research week' for all research scholars of the University.

Resolution: Resolved that 'Research Week', a week-long rigorous intensive orientation of all the research scholars, will be organized aiming 'To introduce them to wide dimension of research' immediately after their admission into research programme. External resource persons will be invited and separate such programme will be arranged for Faculty of Science and Faculty of Arts and Commerce.

ATR: An orientation programme organized by IQAC for all research scholar of our university.

Agenda 6: Proposal to issue a certificate of plagiarism check and to attach it in the thesis.

Resolution: Resolved that after plagiarism check, a certificate will be issued to the candidate for attachment in the thesis. House requested Prof. Madhumangal Pal to prepare the draft format of this certificate.

ATR: Certificate of plagiarism check has been issued on 20-07-2022.

Agenda 7: Proposal to introduce token appreciation to the faculty members based on their research publications in reputed journals.

Resolution: Professor Madhumangal Pal placed a proposal for token appreciation to the faculty members, with certificate and memento, based on their research publications in



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three categories (viz. Silver, Gold and Platinum Clubs). House accepts this proposal as it will give faculty members moral incentives. House requests for a standard format for adjudicating the contribution of both science and humanities faculties. In this connection, it is also resolved that the noted contribution of Officers and Non-teaching staff members will be appreciated and reflected in the Performance Appraisal Report.

ATR: Notification already issued. Form has been created for application. Some faculties have been submit the forms with supporting documents.

Agenda 8: Proposal to compensate the application fees for patent application.

Resolutions: House resolves that University will provide the fees for Patent application (India) based on the merit of the proposal. In that case, the patent will be under the name of 'Vidyasagar University'. The IPR will review the application for its merit before final submission.

ATR: Circulate a notice all faculty member. A seminar organized by IQAC for all faculties of our university.

Agenda 9: Formation of different Sub-committees

Resolution: Resolved that different sub-committees will be framed for performing in different essential sectors:

- a) IQAC Core-committee
- b) International Student Cell
- c) IPR Committee
- d) Plagiarism checking and approval committee
- e) Internal Academic Audit Committee
- f) External Academic Audit Committee
- g) Research-Project advisory committee
- h) Book (written by the Faculty of University) approval committee for uploading in VUPD
- i) Research Ethics Committee
- j) Bio-Safety Committee

ATR: Committee formed.



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Agenda 10: Formation of Planning and Policy Committee.

Resolution: House took note of the Planning and Policy Committee, which is already framed in the name of 'Policy, Planning and Development Board' as per the University notification, dated 21-02-2022.

ATR: Notice issued .

Agenda 11: Formation of Code of Conduct Monitoring Committee.

Resolution: House resolved that the Code of Conduct of all the stakeholders are monitored as per statutory provisions.

ATR: Committee formed.

Agenda 12: Miscellaneous:

- House approved Impressed Fund of Rs. 20,000 to Director, IQAC House approved an annual budget of Rs. 1,20,000 to IQAC for the smooth running of its activities.
- House resolved that henceforth 'Annual Report of the University' will follow the academic year (July to June). The financial report, based on the financial year (April to March), will be attached as a separate section.

ATR: 2021-22 Annual Report Create two categories. One Financial another Academic.

- Dr. J.K. Nandi proposed to initiate a song/prayer for the University. The proposal is accepted by the House.
- Prof. Madhumangal Pal, Director IQAC, placed the report of the formation of 'Nature Club' under the coordinator of IQAC and two coding clubs created by the Department of Computer Science & MCA. The House appreciated such formation.

ATR: Computer Science department forms coding club. Some activates start for this club.

Meeting ended with a Vote of Thanks proposed by Dr. Jayanta Kishore Nandi, Registrar to the chair and all the members present in the meeting.


Director
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