



Joyjit Ghosh Faculty, English <joyjitghosh@mail.vidyasagar.ac.in>

Regular DC meeting on 20.03.2024 at 2.30 pm

1 message

Mon, Mar 11, 2024 at 2:45 PM

Joyjit Ghosh Faculty, English <joyjitghosh@mail.vidyasagar.ac.in>

To: "Indranil Acharya Faculty, English" <indranil@mail.vidyasagar.ac.in>, Jolly Das Faculty English <jollydas@mail.vidyasagar.ac.in>, "Debdas Roy Faculty, English" <debdasroy@mail.vidyasagar.ac.in>, "Hemant Kumar Golapalli Faculty, English" <hemantg@mail.vidyasagar.ac.in>, "Shubhendu Shekhar Naskar Faculty, English" <shubhendu@mail.vidyasagar.ac.in>

Dear Colleagues,

This is to let you know that a regular DC meeting will be held on 20.03.2024 at 2.30 pm to discuss the following agenda:

1. Confirmation of the resolutions adopted in the previous DC meeting/s
2. Matters related to the current issue of the Journal of the Department and its next issue
3. Academic Calendar of the Department
4. Contingency: letter written to VC Sir
5. The letter of Dr Jolly Das regarding the shifting of two almirahs from her office room
6. Assignments of the new JRFs
7. Miscellaneous

Please make it convenient to attend the meeting.

Thanks and regards,

Joyjit Ghosh

HOD, English

DC Meeting on 20/03/2024

Members present:

1. Jyotsna
2. Pooja Kalyan 20/03/24
3. Jolly Das 20/3/24
4. Geetha Das 20/3/24
5. Hemant
6. RMP

The minutes and resolutions of the meeting held on 15.02.2024 were read and confirmed.

ATP on the meeting held on 15.02.24.

Item no. 2 - The HOD attended the DOI meeting on 11 March and the DOI of the Journal was finalised for both the print & online version.

Item no. 3 - The time table for the even semesters has come into effect on 15.02.2024.

Item no. 4 - After the new nomenclature of the Dept. (English Literature, Language & Cultural Studies) 10 students of the fourth semester attended a workshop at the Dept. of Linguistics, IIT, KGP.

Item no. 5 - The process of issuing relevant email to the concerned officer-in-charge has been initiated.

Item no. 6 - Mr Shubhendu Shukla Naskar reported that he has completed the Reporter Course.

Agendum no. 2 — The HOD reported that a quotation from M/s. Adaper for the printing of 50 copies of Journal of the Department of English, Vol. 17 (2024) ^{along with DOI} has been received and discussed. ~~The~~

Resolution — The DC resolves that the HOD ~~had~~ would send the said quotation along with the resolution of the DC meeting to the Chairman, VPO for necessary approval.

The DC resolves on the proposed thrust area of the next issue of the Journal of the Department of English: Anthropocene, ~~a~~ climate change: ^{and Biodiversity} Literary & Cultural Representation.

Agendum no. 3 — The DC resolves on the dates of the internal assessments of the second & fourth semesters —

Resolution —

Second Semester — ~~28~~ 28.05.2024 & 29.05.24

Fourth Semester — 14.05.2024 (DAY + CCAE)
& 15.05.2024

Agendum no. 4 — ~~The~~ Seven (07) copies of the book by Prabhat Kumar Bhakta have been purchased under the contingency of the department for the said purpose.

Resolution:

Some teaching aids and door / window curtains will be purchased under the departmental contingency head.

Agendum 5 - The letter of Dr Jolly Das, dated 7 March was discussed.

Resolution:

- i) The SAP-DPS almirah would be shifted to the room of HOD
- ii) The CCAT almirah would be shifted to the room of the Coordinator, CCAT

6. The assignments of the new JRFs were discussed.

Resolution -

- i) Resolved that they ~~would~~ would assist the HOD in academic/administrative work. They would report to the HOD on regular basis.
- ii) They would also take CBCS classes (20%) for Day & CCAT.

7.7) Miscellaneous -

i) The DC requests ~~the~~ Shubhendu Shukla Naskar to help the dept. in obtaining the electronic ISSN.

ii) Regarding the online mark submission in the portal for the second semester exam. 2024 the DC resolves that the matter will be addressed in the ^{next} PA BOS meeting.

iii) The audited report of the ICSSR approved conference held on 17/01/2024 has been submitted to the Finance Officer & the HOD by the Coordinator of the ICSSR project.

iv) The constitution of the new RACs for the five research scholars was discussed. It

was resolved that the concerned supervisor
would send the names of new RAC members
to the Secretary, PhD Committee within
31 March 2024.

- ✓ The DC resolved that the HOD would
write to the Director, EDC for taking
action regarding the repair of the computer
desktops in the DRS room as well as
in the seminar room.