



VISVA-BHARATI
SANTINIKETAN



NOTIFICATION

This is to notify for information of all concerned that the University is going to celebrate its annual convocation soon. In this connection, the Vice-Chancellor, on the recommendation of the Committee made at its meeting held on 1st. April, 2018, has been pleased to constitute some Sub-Committees consisting of the following members in order to conduct the ensuing convocation of the University smoothly :

A. Core Committee

1. Prof. Sabuj Koli Sen, Upacharya - **Chairperson**
2. Prof. Gautam Das, Adhyaksha, Kala-Bhavana
3. Shri Saugata Chattopadhyay, Registrar
4. Prof. Samit Roy, Finance Officer
5. Dr. Prashant Meshram, Joint Registrar(Accounts)
6. Prof. Sankar Majumdar, Proctor
7. Prof. N.C. Mandal, Dean of Students Welfare
8. Shri Debashis Datta, Joint Registrar (Examination)
9. Dr. Sanjoy Ghosh, Joint Registrar (Academic & Research)
10. Shri Amit Sengupta, University Engineer
11. Shri Anirban Sircar, Public Relations Officer
12. Dr. (Col.) Mani Mukut Mitra, Former Director, PSNS - **Invitee**
13. Shri Debabrata Sarkar, President, Karmi Sabha
14. Dr. Gautam Saha, President, Adhyapaka Sabha
15. Dr. Sandip Basu Sarbadhikary, Vidya-Bhavana
16. Shri Chandan Das, Former Adhyapaka, Siksha-Satra
17. Shri Nilanjan Banerjee, Special Officer, Rabindra Bhavana
18. Dr. Prasenjit Saha, Vinaya -Bhavana
19. Secretaries, Karmi Parishad
20. Dr. Kaushik Ghosh, Assistant Librarian
21. Shri Suranjan Ghosh
Assistant Registrar, Examination Section - **Secretary**
22. Smt. Shyamala Ray, Dy. Registrar & CS to Vice-Chancellor
23. Smt. Sutapa Basu, Assistant Registrar, Office of the Pro-V.C.

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B. Lay-Out of Convocation Area, Sitting arrangements, Public Address System and Light Arrangements

1. Shri Amit Sen Gupta, University Engineer – **Convenor**
2. Shri Anshuman Biswas, Assistant Engineer, Water Supply
3. Shri Ganesh Mandal, Junior Engineer, Civil
4. Shri Subrata Mandal, Junior Engineer, Electrical
5. Shri Ashok Mukherjee, Former Assistant Engineer, Engineering Section
6. Dr. Amartya Mukhopadhyay, Sangit Bhavana
7. Shri Sudipta Chakraborty, Engineering Section

C. Accommodation and Transport

1. Shri Anirban Sircar, Public Relations Officer - **Convenor**
2. Dr. Abhijit Thandar, Vinaya-Bhavana
3. Dr. Sentu Mitra, Vinaya-Bhavana
4. Dr. Sujit Paul, Palli Charcha Kendra
5. Shri Chiranjib Sinha, Cheena Bhavana
6. Dr. Kaushik Ghosh, Central Library
7. Dr. Swarup Maji, Department of Physics
8. Shri Soumitra Chakraborty, Cheena Bhavana Library
9. Dr. Abhijit Banerjee, Cheena Bhavana
10. Shri Saugata Samanta, Central Library
11. Dr. Subhasree Sanyal, Department of Social Work
12. Dr. Moumita Laha, Department of Social Work
13. Smt. Bhavna Khajuria Basumatary, Kala-Bhavana
14. Shri Soumya Banerjee, Development Section
15. Shri Kallol Chatterjee, Physical Education, Vinaya-Bhavana
16. Dr. Rakesh Kundu, Department of Zoology
17. Dr. Prasenjit Saha, Vidya-Bhavana


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D. Invitation Card, Admit Card, Volunteer Badges etc.

1. Shri Anirban Sircar, Public Relations Officer - **Convener**
2. Shri Abhijit Sengupta, Santiniketan Press
3. Shri Joydeb Karmakar, Santiniketan Press
4. Shri Krishna Gopal Garai, Indira Gandhi Centre
5. Shri Kishore Mandal, Siksha-Bhavana
6. Shri Chittasarathi Chakraborty, Palli Samgathana Vibhaga
7. Shri Arko Das, Engineering Section
8. Shri Shubhajit Ray, Central Library
9. Shri Atanu Kumar Sinha, Central Library
10. Shri Prashanta Ray, Siksha-Bhavana
11. Shri Rabindranath Konar, Accounts Office
12. President & Secretary, Karmi Sabha
13. President & Secretary, Adhyapaka Sabha

E. Programme : Song and Vedic Hymns

1. Dr. Amartya Mukhopadhyay, Sangit Bhavana - **Convenor**
2. Dr. Nikhilesh Chowdhury, Principal, Sangit Bhavana
3. Smt. Swastika Mukhopadhyay, Head, Rabindra Sangit Dance & Drama
4. Shri Avik Ghosh, Siksha-Satra
5. Shri Soumen Sengupta, Siksha-Satra
6. Smt. Srilekha Chattopadhyay, Former Adhyapika, Mrinalini Ananda Pathshala
7. Smt. Kanchan Dasgupta, Siksha-Satra

F. Alpana and Stage Decoration

1. Shri Gautam Das, Principal, Kala-Bhavana - **Convenor**
2. Shri Sudhiranjan Mukhopadhyay, Former Adhyapaka, Siksha-Satra
3. Smt. Srabani Bhattacharya, Patha-Bhavana

Professor Gautam Das, Principal, Kala-Bhavana is requested to co-opt faculty member(s) of Kala-Bhavana along with Shri Sudhiranjan Mukhopadhyay and Smt. Srabani Bhattacharya to take appropriate measures for decoration of convocation dais, pandal, alpana, etc. as was done in the previous years.

G. Felicitation of Deshikottama Awards, Gagan-Abani and Rathindra Puraskar and the recipients of Degrees

1. Dr. Indrani Mukhopadhyay, Sangit Bhavana - **Convenor**
2. Dr. Nandita Basu Sarbadhikary, Sangit Bhavana
3. Dr. Ipsa Bandyopadhyay, Patha-Bhavana
4. Smt. Gargi Ghosh, Siksha-Satra
5. Smt. Tamali Majumdar, Siksha-Satra


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H. Preparation of Citation and Convocation Book

1. Prof. Abhijit Sen, Department of English & OMEL - **Convenor**
2. Prof. Amrit Sen, Department of English & OMEL
3. Prof. Amal Pal, Department of Bengali
4. Prof. Arun Ranjan Mishra, Department of Sanskrit, Pali & Prakrit
5. Dr. Manabendra Mukhopadhyay, Department of Bengali
6. Dr. Sudeb Pratim Basu, Dept. of English
7. Shri Chandan Kumar Das, Former Adhyapaka, Siksha-Satra

I. Camp Office (Kolkata)

Dr. Satya Narayan Bhattacharyay, Deputy Registrar (Offg.), Granthan Vibhaga, Kolkata shall function as In-charge of the Camp Office at Kolkata. Dr. Bhattacharyay is requested to co-opt staff member(s) from Granthana Vibhaga to take appropriate measures at Kolkata. Dr. Bhattacharyay is further requested to keep in touch with the Public Relations Officer, Visva-Bharati to liaison with the Santiniketan Camp Office.

J. Santiniketan Camp Office

1. Sri Anirban Sircar, Public Relations Officer - **Convener**
2. Dr Asish Srivastava, Vinaya-Bhavana
3. Sri Bidyut Sarkar, Computer Centre
4. Dr. Shilpi Ghosh, Vinaya-Bhavana
5. Dr. Mahaswata Nandi, Department of Integrated Science
6. Dr. Krishnendu Gupta, Department of Geography
7. Dr. Bipasha Raha, Department of History
8. Dr. Tanushree Pal, Women Studies Centre
9. Dr. Amarendra Kumar, Ancient Indian History, Culture & Archaeology
10. Dr. Manabendra Mukhopadhyay, Department of Bengali
11. Shri Bholanath Mandal, Palli Siksha Bhavana
12. Dr. Kalipada Pramanik, Palli Siksha Bhavana
13. Dr. Atanu Sasmal, Department of Bengali
14. Shri Chanchal Das, Rabindra Bhavana
15. Shri Bratin Ray, Legal Cell
16. Shri Malay Sutradhar, Central Office
17. Shri Asim Kumar Paul, Examination Section
18. Smt. Sutapa Basu, Office of the Pro-Vice-Chancellor

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K. Press-Media, Photograph, Doordarshan, Press releases

1. Shri Nilanjan Banerjee, Special Officer, Rabindra-Bhavana
2. Dr. Amartya Mukhopadhyay, Sangit Bhavana

Shri Banerjee and Dr. Mukhopadhyay shall do the needful in consultation with the Upacharya of the University.

L. V.V.I.P Enclosure

1. Prof. Samit Ray, Finance Officer
2. Dr. Nilanjana Bhattacharyay, CMELLCS
3. Dr. Meghali Goswami, Kala-Bhavana
4. Dr. Larisa Lyndem, Department of Zoology
5. Dr. Gargi Bhattacharyay, Department of Sanskrit, Pali & Prakrit

M. Medical arrangements / Sanitation and Cleaning

The Chief Medical Officer (CMO), Pearson Memorial Hospital will look after the medical arrangements during the convocation ceremony like earlier years. The CMO, P.M. Hospital will arrange cleaning and sanitation part with the assistance from the Santiniketan Unit and the Mahadal of R.E.C.

N. Security

1. Dr. Ashok Goon, Security-in-Charge, Visva-Bharati – **Convenor**
2. Prof. Sankar Majumder, Proctor
3. Additional Superintendent of Police, Birbhum - **Invitee**
4. Sub-Divisional Police Officer, Bolpur, Birbhum – **Invitee**
5. Shri Supriya Gangopadhyay, Chief Security Officer (Offg.)
6. Shri Buddhadeb Majumdar, Watch & Ward

O. Communication

1. Shri Santasankar Dasgupta, Computer Centre - **Convenor**
2. Shri Bidyut Sarkar, Computer Centre

Shri Dasgupta is requested to look after the entire communication part of the communication programme providing necessary tele connection at Amra-Kunja, Rathindra Atithi Griha, Ratankuthi, Purba Palli Guest House and Santiniketan Camp Office for smooth functioning of the programme.


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P. Garden Unit:

1. Dr. Sanjoy Ghosh – Convenor
2. Dr. Sanjib Mandal, PSB
3. Shri Swapan Hazra, Garden Section
4. Sri Bedan Gharui, Garden Section

Q. Budget :

1. Prof. Sabuj Koli Sen, Upacharya
2. Prof. Samit Ray, Finance Officer – **Convenor**
3. Shri Saugata Chattopadhyay, Registrar
4. Dr. Prashant Meshram, Joint Registrar, Accounts
5. All Convenors of different Sub-committees

All Convenors entrusting with different responsibilities should submit their respective proposal for tentative expenditure to be incurred for the convocation to the Finance Officer, Visva-Bharati with a copy to the Registrar, Visva-Bharati well in advance.

R. Co-ordination with the P.M. Office, State and District Administration

Shri Saugata Chattopadhyay, Registrar, Visva-Bharati shall coordinate.

S. TA, DA Payments to the recipients of Deshikottama & Other Awards

1. Dr. Prashant Meshram, Joint Registrar, Accounts – **Convenor**
2. Shri Daibaki Nandan Das, Assistant Registrar, Accounts Office

Dr. Meshram is requested to arrange necessary payments towards T.A. & others like earlier years with the assistance of staff members of Accounts Section of the University.

T. Arrangements of Gift

1. Shri Vishal C. Bhand, Silpa-Sadana
2. Shri Nilanjan Banerjee – **Convenor**

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U. Arrangement regarding conferment of Deshikottama, Gagan Abani and Rathindra Awards and Degrees to the Snatakas

The Examination Section will make all necessary arrangements for the Convocation ceremony like earlier years.

V. Campus Beautification

1. Prof. Goutam Das, Adhyaksha, Kala Bhavana
2. Prof. Sisir Sahana, Kala- Bhavana
3. Shri Amit Sengupta, University Engineer

All Sub-committees constituted for the purpose for conducting annual convocation of the University are requested to take necessary initiative to start its functioning soon in consultation with the Vice-Chancellor of the University.

This issues with the approval of the competent authority.

No.REG/Notify/156/485
Date : 9th. April, 2018

9/4/18
Registrar (Acting)
Visva-Bharati
Registrar (Acting)
Visva-Bharati

To :

1. The Chairperson, all Members, Convenors, Invitees of all Sub-Committees

Copy to :

1. Joint Registrar, Examination Section, Visva-Bharati
2. Deputy Registrar & C.S. to the Vice-Chancellor
3. Assistant Registrar, Office of the Pro-Vice Chancellor
4. P.A. to the Registrar
5. University Website – To upload it in the University Website.