

VISVA-BHARATI
SANTINIKETAN



NOTICE

The postponed meeting of the Academic Council (Siksha-Samiti) dated 29.03.2022 will be held on **Thursday, 26th May, 2022 at 3.00 p.m. in the Conference Hall, Central Library, Visva-Bharati, Santiniketan.**

Members and Invitees are requested to kindly attend the meeting.

HODs are requested to inform the Academic Council members of their department. Soft copy of the agenda will be sent separately.


Registrar (Acting)
Visva-Bharati


Memo no. Aca/S-19.2/ **790** /2022-23
Date: 10.05.2022

Memo no. Aca/S-19.2/ **790** /2022-23

Santiniketan, Dated: 10.05.2022

Copy forwarded for information and necessary action to:

1. All members of the Academic Council (Siksha-Samiti), Visva-Bharati.
2. Joint Registrar (Exams.), Visva-Bharati. – Invitee.
3. Joint Registrar (Academic & Research), Visva-Bharati – Invitee.
4. In-charge, Guesthouses, Visva-Bharati. – He is requested to kindly ensure arrangement for accommodation of the outstation members of the Academic Council at Rathindra Atithi Griha/Ratan Kuthi.
5. Joint Registrar (Accounts), Visva-Bharati – He is Requested to arrange for payments of TA/DA etc., of the external Members of the Academic Council.
6. Librarian, Visva-Bharati – He is requested to make the Conference Hall of Central Library available for the meeting.
7. Chief Security Officer, Visva-Bharati – He is requested for ensuring appropriate security arrangements in the meeting premises.
8. University Engineer, Visva-Bharati – He is requested to ensure proper functioning of electrical systems and generator in the Conference Hall of Central Library on the date of meeting.
9. Superintendent, Garden Section, Visva-Bharati – He is requested to arrange flower-vase with flower sticks at the venue.
10. In-Charge Transport Section, Visva-Bharati – He is requested to arrange transport for the external members of the Academic Council (Siksha-Samiti) as and when required.
11. Assistant Registrar, Meeting Section, Visva-Bharati – He is requested to arrange the venue as well as water, tiffin, tea & snacks, refreshments, writing pad, pen etc. for the member and invitees of the meeting.
12. CS to the Vice-Chancellor, Visva-Bharati.
13. P.A. to the Registrar, Visva-Bharati.
14. In charge, Computer Centre, V.B. – He is requested to upload the Notice in the University Website.


Registrar (Acting)
Visva-Bharati