

# INTERNAL QUALITY ASSURANCE CELL (IQAC)

**Visva-Bharati, Santiniketan 731235**

## Chairperson

Prof. Rameshwar Prasad Mishra  
Hindi Bhavana  
Visva-Bharati



## Director & Member Secretary

Prof. Amrit Sen  
DEOMEL

Minutes of the Internal Quality Assurance Cell (IQAC) held at the Conference Room, first floor of Central Administrative Building, Visva-Bharati on 03.09.2016.

## Members & Invitees present :

1. Prof. Swapan Kumar Dutta, Vice-Chancellor, Visva-Bharati
2. Professor Rameshwar Prasad Mishra, Hindi Bhavana – Chairperson, IQAC
3. Professor Amrit Sen – Director and Member Secretary, IQAC
4. Professor Amlan Dasgupta, Dept. of English, JU, Kolkata – External Member
5. Sri Satyabrata Mukherjee, Salt Lake City, Kolkata 700064-External Member
6. Smt. Ratnabali Banerjee, Tollygunge, Kolkata 40 – External Member
7. Professor Sabujkoli Sen, Director, SEI&RR – Member
8. Professor Kanchan Baral, PSB – Member
9. Professor Malay Mukhopadhyay, Vidya-Bhavana- Member
10. Professor Nirmalya Banerjee, Dept. of Botany, Siksha-Bhavana – Member
11. Professor Prasanta Chatterjee, Siksha-Bhavana – Member
12. Professor Sabyasachi Sarkhel, Sangit- Bhavana- Member
13. Professor Sanjoy Mallick, Kala-Bhavana – Member
14. Dr. Sri Narayan Ojha, ISERC, Siksha-Bhavana – Member
15. Principal, Bhasha Bhavana, V.B
16. Principal, Vidya Bhavana, V.B
17. Principal, Siksha Bhavana, V.B
18. Principal, Kala Bhavana, V.B
19. Principal, Sangit Bhavana, V.B
20. Principal, PSV, V.B
21. Principal, PSB, V.B
22. The Registrar, V.B
23. Joint Registrar ( Establishment), V.B
24. Sri Hillol Mukherjee, Assistant Registrar, V.B
25. Sri Pradip Saha, Assistant Registrar, V.B

Prof. Swapan Kumar Dutta, Upacharya presided over the meeting.

At the outset of the meeting, the Vice-Chancellor welcomed the new members of the newly constituted committee of the IQAC.

In his opening address, he stated that this meeting is very important and more so in the context of the NAAC's observation on the IQAC. It is not just an administrative committee. It plays a pivotal role in enhancing the standard and quality of education. He emphasized the need for transparency and the quality in all aspects of functioning of the University.



### Minutes:

1. The Minutes of the earlier meeting were read and confirmed.
2. The IQAC Progress Report on various applications for promotion was presented to the members. A total of 82 applications have been received and they are in various stages of processing. (Details are enclosed in annexure ).
3. The proposal for two one day workshops was discussed. Members felt that the workshops be titled "Enhancing Quality Culture in the University" and "Informing Stakeholders about the new UGC Norms for API. The Vice-Chancellor suggested that the IQAC organize a workshop with faculty and students about the process and methodology of feedback.
4. The UGC (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (4th Amendment), Regulations, 2016 were presented and discussed. The Regulations may be sent for ratification to the Academic Council.  
Arising out discussion on the above amendment, the Upacharya emphasized the need of Student Feedback stated in para #5. He requested the members and invitees present in the meeting to devise a mechanism for Student Feedback for enhancing quality education.
5. The Applications of Dr. Eshita Chakraborty and Dr. Jnanendra Rath about revised date of promotion were discussed. Members felt that in view of the UGC Regulations it is clearly stated that if a candidate avails study leave on the date of promotion, he/she will be promoted after he has joined the post. The members opined that the rules be strictly followed.
6. The application of Dr. Alkananda Hazra was discussed and it was resolved that the extant rules do not permit counting of post doctoral research experience prior to joining of service at Visva-Bharti. Hence the appeal is rejected.
7. The application of Dr. Prasanta Kumar Sahoo was discussed . It was resolved that the Establishment be requested to constitute a Equivalence Committee to look into the content and standard of the workshop and certify whether it may be accepted at par with UGC Norms. The report of the Committee may then be sent to the UGC for clarification and acceptance.
8. The application of Sri Sandip (Sudip) Kumar Mondal for counting of service was discussed. It was resolved that Dr. Mondal be requested to furnish the office order from his former employer about his earlier promotion following which the matter be taken up by the Establishment as per norms.
9. Application of Dr. Ashok Mukherjee for his past service counting was discussed. It was resolved that the post he served in was non academic in nature and it cannot be counted as past service for an academic post.
10. The application of the faculty, Silpa Sadana was discussed. Since the matter has already been placed and discussed in the Academic Council which is a higher body, it is beyond the preview of the IQAC.
11. The case of Dr. Rafiqul Islam was discussed. It was resolved that the matter is beyond the preview of the IQAC because Dr. Islam's application is as per the Old UGC norms.
12. The cases of Dr. Bhabotosh Mondal, Dr. Subrata Mondal and Dr. Swapan Kumar Chandra were discussed. The members resolved that the matter may be placed before the Executive Council for their re-consideration of their respective dates of promotion.
13. The issue of a separate Budget of the IQAC was considered and the Registrar assured the members that a separate Budget Head for the IQAC will be henceforth included in the Annual Accounts statement.

14. Under the Miscellaneous discussion it was resolved that

i) A working committee of the IQAC be formed. This committee will participate in the scrutiny of CAS and open post applications for API calculation. Members of the committee are as follows:

- a) Prof. Rameshwar Prasad Mishra
- b) Prof. Nirmalya Banerjee
- c) Dr. Sri Narayan Ojha.
- d) Prof. Amrit Sen
- e) Prof. Sanjoy Kr. Mallick.
- f) Prof. Sabyasachi Sarkhel.
- g) Prof. Prasanta Chatterjee.

ii) The Revised form for open Posts and CAS in consonance with the UGC Regulations may be prepared by the Establishment in consultation with the IQAC.

15. The meeting concluded with thanks to the Chair.

*Amrit*

*S. K. Mallick 25/11*





Meeting of the Internal Quality Assurance Cell, Visva-Bharati.

Date : 3<sup>rd</sup> September, 2016

Time : 11 AM.

Venue: Conference room. Central Office.

Members Present

1. S. W. Chatterjee
2. Satya Banta Mukherjee
3. Ratnabali Banerjee  
3.9.2016
4. Anish Hazra
5. Rameshwar Mishra 3/9/16
6. Sri Narayan Ojha.
7. Ananta Kumar
8. Kumbha Bandyopadhyay 3/9/16
9. Kanchan Bera 3/9/16
10. Prasanta Chatterjee 3/9/16
11. Anuska 3/9/16
12. Malay Mukhopadhyay 3/9/16
13. Dilip Kumar 03.09.16
14. Sanjoy Mallik 3<sup>rd</sup> September 2016
15. Subhankar Choudhury 03/09/16
16. Sabhyasachi Sarkhel.  
3.9.16.
17. Madhabi Ruj 3.9.16
18. Santan Majumdar 03.09.2016
19. Kailash Patanayak 8/9/16
20. Ananta Das 8/9/16
21. Babuj Koli Sen 3/09/16
22. Ananta 26/9/16
23. Ananta 3/9/16
24. Ananta 3/9/16
25. Ananta 3/9/16
26. OFFICIALS
27. 1) Sadananda Shome
28. 2) Subhankar Ch.
- 29.
- 30.