

VISVA-BHARATI
INTERNAL QUALITY ASSURANCE CELL



Minutes of the Meeting of IQAC held on 09.05.2024 at 4:00 p.m. in the Conference Hall at the first floor of the Central Administrative Building, Visva-Bharati.

Members Present:

1. Prof. Sanjoy Kumar Mallik, Vice-Chancellor (Offg.), Visva-Bharati - Chairman *Smj 9.5.24*
2. Prof. Adinath Majee, Deptt. of Chemistry, Siksha-Bhavana - Co-ordinator *Adinath 9/5/2024*
3. Registrar, Visva-Bharati - Member -Secretary
4. Prof. Bipasha Raha, Deptt. of History, Vidya-Bhavana - Member *Bipasha 09.5.24*
5. Prof. Souvik Ghosh, Deptt. of Agril Extension, PSB - Member (attended the meeting online)
6. Prof. Avijit Banerjee, Deptt. of Chinese Language & Culture, Bhasha-Bhavana - Member *Avijit Banerjee 9/5/24*
7. Dr. Ashis Mitra, Associate Professor, Silpa-Sadana, PSV - Member *Ashis Mitra 09/05/24*
8. Dr. Nimai Chand Saha, Librarian, Visva-Bharati - Member *NCS*
9. Dr. Surjya Kumar Saikia, Associate Professor, Deptt. of Zoology, Siksha Bhavana - Member *SKS 9/5/24*
10. Dr. Kishore Ch. Swain, Asstt. Professor, Deptt. of Agril. Engineering, PSB - Member *KS 9/5/2024*
11. Smt. Bhavna Khajuria Basumatary, Asstt. Professor, Deptt. Of Ceramic & Glass Design, Kala Bhavana - Member *BKB 09*
12. Dr. Saran Ishika Maiti, Asstt. Professor, Deptt. of Statistics, Siksha Bhavana - Member *SIM 9/5/24*
13. Dr. Prosenjit Saha, Asstt. Professor, Deptt. of Education, Vidya-Bhavana - Member *PS 9.5.24*
14. Dr. Md. Aliul Azim, Asstt. Professor, Deptt. of Japanese, Bhasha Bhavana - Member *MAA 9/5/24*
15. Prof. Sudipta Maitra, Former Director of IQAC, Visva-Bharati - Invitee *Sudipta*
16. Prof. Sarbajit Sengupta, Chairperson, Administrative Audit Committee, Visva-Bharati - Invitee *Sarbajit Sengupta 9/5/24*
17. Shri Soumendra Sen, Joint Registrar, Visva-Bharati - Invitee *SS*
18. Dr. Prajanlankar Bhikkhu, Joint Registrar, Visva-Bharati - Invitee *PB 20/05/24*

External members:

1. Shri Jayanta Narayan Chattopadhyay, Advocate - Nominee from Local Society (attended the meeting online)
2. Prof. (Retd.) Asha Mukherjee - Nominee from Alumni (attended the meeting online)

Members/Invitees who could not attend the meeting:

1. Prof. Amit Hazra, REC, PSV - Member
2. Dr. Mahesh Sawat Khetmalis, Associate Professor, Deptt. of Phy. Edu., Vinaya Bhavana - Member
3. Mr. Lawanshaibha Kharmawlong, Asstt. Professor, Dept. of Sculpture, Kala-Bhavana - Member

Signature
9/5/24

4. Dr. Koustav Karmakar, Asstt. Professor, Deptt. of RSDD, Sangit-Bhavana - Member
5. Miss Olivia Sarkar, Student Nominee, Deptt. of Zoology, Siksha-Bhavana - Member
6. Joint Registrar, Academic & Research, Visva-Bharati - Member
7. Dr. Kalipada Pramanik, Associate Professor, Deptt. of Agronomy, PSB – Member
8. Shri Sushil Chowdhury – Industrialist – External member
9. Prof. Pratap Kumar Padhy, Chairperson, Green Audit Committee, Visva-Bharati - Invitee

The meeting started with a welcome address from Vice-Chancellor and the Co-ordinator, IQAC to all the members. Co-ordinator thanked them for attending the meeting.

The Chairperson requested the former Director, IQAC to start the proceeding of the meeting.

Agenda – 1: Confirmation of the previous meeting with Resolution

The former director confirmed the forum regarding the proceeding of the meeting of IQAC held on 13.04.2023.

Resolution : The minutes were confirmed.

Agenda – 2: Action Taken Report

Action taken report has been clearly stated by the former director. Action Taken Report has been also attached with this agenda.

Resolution : The ATR was noted and accepted.

Agenda – 3: Updating about AQAR Submission

AQAR of 2022-23 was submitted timely and this message was confirmed in front of the body by Dr. Surjya Kumar Saikia. He also requested the body to form the new AQAR sub-committee in advance for the smooth structuring of preparation of next AQAR. In this regard the members and invitee expressed their satisfaction on the performance of present AQAR sub-committee. Co-ordinator of IQAC requested to add few more members in the AQAR sub-committee to lessen the burden of the present committee members.

Resolution : To strengthen the AQAR sub-committee, Co-ordinator of IQAC is requested to include few more members with the existing AQAR sub-committee for the submission of AQAR of 2023-24.

Agenda – 4: NIRF and AISHE order

- I. Regarding NIRF and AIHSE which are now augmented under the aegis of IQAC, Co-ordinator requested the body to form a separate sub-committee for looking after the task. Prof. Sudipta Maitra, former Director also ascribed that there should be formation of a new committee. He also added that the Nodal Officer should be the single representative who would join the ministry level meeting and handle the reporting of the data. He also advised that IQAC could nominate a person beyond their present composition. In response, Dr. Surjya Kumar Saikia clarified the work plan of IQAC which is not only providing the data but also to enhance the quality of University. IQAC may work as the monitoring agency. Also Prof. Maitra shared his valuable inputs in this regard as he emphasized that right at the moment NIRF is more important to tackle with.
- II. The external member Prof. Asha Mukherjee also remarked that the varieties of data to be submitted to several National portals are not the same. So a different sub-committee may be formed.
- III. The invitee member Prof. Sarbajit Sengupta advised that University Statistics Cell should be the central force, to collect the data.

Dr. Prajanalankar Bhikku added the pros and cons of present Statistics Cell to work as a central data agency. Sri Soumyendra Sen, Joint Registrar also gave his insights in this context.

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V. The Honourable Vice-Chancellor briefed that there should be two different bodies to be formed for the best interest of university.

Resolution : NIRF & AIHSE which are now augmented under the aegis of IQAC, Co-ordinator requested the body to form a new committee headed by a Nodal Officer, so that he/she can join the ministry level meeting and handle reporting the data. For the smooth functioning and having liaison, the Nodal Officer and the members of the NIRF & AIHSE will be the member of IQAC.

Agenda – 4 : Miscellaneous

4. a) UGC-CARE list inclusion for the journal applications, received from Zoology department, had been approved by the body.

Resolution : The members noted it and Co-ordinator, IQAC is requested to proceed further.

4. b) The Co-ordinator, IQAC presented the Financial Statement of IQAC for the year 2023-2024. Prof. Majee informed the body about the unspent amount of IQAC and he also mentioned that this financial year (2024-25) IQAC will take some more initiatives so that this budget would be spent completely and judiciously.

Resolution : The members noted it.

4. c) Regarding the feedback of students and alumni, Dr. Surjya Kumar Saikia informed the house that Samarth portal should be used in this purpose. A separate body is to be there to detect the alumni members and collect the necessary data. Hon'ble Vice-Chancellor also affirmed about the formation of the body.

Resolution : The members noted it. Co-ordinator requested the body to form two new committees headed by Chair Person to look into both the issues and these are highly emergent for the NAAC.

4. d) This year too seminar sub-committee will continue with an addition of Mrs. Bhavna Khajuria Basumatary, as one of the members. Dr. Nimai Chand Saha briefed about the activities of seminar sub-committee. He also informed that one more quality assurance program will be held on 30th May, 2024.

Resolution : The members noted it and agreed to proceed.

4. e) A committee for Academic & Administrative Audit for the year 2025 would be reconstituted, if necessary.

Resolution : The members are agreed to reconstitute a committee for AAA reconstitute for the year 2025.

4. f) Regarding NAAC preparation, Dr. Surjya Kumar Saikia reminded that within next 2 years for the forthcoming NAAC visit, a separate committee should be constituted. Also, he informed that SSR format has been changed a lot and IQAC should make note of it.

Resolution : AQAR sub-committee will start this work in line with NAAC members (existing) where NAAC members will do the necessary work.

4. g)

I. Prof. Sarbajit Sengupta emphasized about the need of a dynamic website (revamped website). External member Prof. Asha Mukherjee seconded this proposal.

II. Prof. Adinath Majee raised the issue of funding a University Scientific Instrumentation Center, centrally. Registrar, Visva-Bharati unravelled the plan of it and suggested to submit a proposal.

III. Registrar, Visva-Bharati mentioned some issues related to national green tribunal and solid waste management system as Visva-Bharati has been already declared as plastic free zone from 2005. Regarding this point, few observations came up as follows.

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Sri Saumyendra Sen, Joint Registrar told Visva-Bharati may take loan from HEFA or may opt for project proposal to be applied to the ministry of urban development, GOI.

Waste management system will be taken care by the state govt. authority, like municipality. So, Visva-Bharati should have a co-ordination with the municipality. Setting up the solid waste management is utmost needed.

IV. Green Audit for this year should be implemented.

Resolution : The members recommended about the dynamic website, funding to set a University Scientific Instrumentation Center, green tribunal and solid waste management system.

The meeting concluded with a vote of thanks from IQAC Co-ordinator to the Chairperson and all members.

Handwritten signatures and dates in blue ink:

- ASB 9/15/2024
- ASB 9/15/2024
- BRB 02
- A. Dasgupta 9/15/24
- 9/15/24
- Anita 9/15/24
- Rain 9/15/24
- M. M. 27/5/24
- 9/15/24
- 9/15/24
- 9/15/24
- 9/15/24
- 28/9/24
- 9/15/24
- 9/15/24