

**OFFICE OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)
UNIVERSITY OF NORTH BENGAL**

ACCREDITED BY NAAC WITH GRADE A



“समानो मन्त्रः समितिः समानी”

P.O. North Bengal University
Raja Rammohunpur,
Dist. Darjeeling,
West Bengal

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**Proceedings of the 11th meeting of the IQAC, North Bengal University held on 14.03.2022
at 12 noon at the meeting room of the Hon'ble Vice-Chancellor, NBU.**

Following members were present in the meeting:

1. Dr. Subires Bhattacharyya (The Hon'ble Vice Chancellor, NBU) in Chair.
2. Prof. Rathin Bandyopadhyay (Dean, ACL)
3. Prof. S. C. Roy (Dean, Science)
4. Prof. Pranab Ghosh (Member)
5. Prof. Saptarshi Ghosh (Member)
6. Prof. Manoranjan Singha (Member)
7. Dr. Swapan Kumar Rakshit (Member)
8. Mr. Anirban Biswas (Member)
9. Prof. Soumitra De (Director & Member Secretary)

At the outset the Secretary welcomed all members to the 11th meeting of IQAC.

Agendum 1 : To consider introducing (at faculty level) open elective courses in the post-graduate academic programmes to enable students of one department to opt for such courses in other departments from the next academic year to implement CBCS fully and take all necessary measures for comprehensive revision/updating of all syllabi.

Discussion:

Director IQAC shared with the members UGC CBCS template for PG Programmes offered under regular mode with existing Course/ credit structure and identified for inclusion the mandatory course types for inclusion by way of comprehensive revision/updating of all PG curricula.

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Decision

Members considered all aspects and decided the following structure for next academic session:

Semester wise Course/Credit Distribution.			
Semester	Courses	Credit	Total Semester Credit
I	AEC 1 Core 1, 2, 3 (4x3)* DSEC/DSE 1	2 12 2	16
II	SEC 1 Core 4, 5, 6 (4x3)* DSEC/DSE 2 (Either University Identified MOOCS Subjects or Approved Co-Extra-curricular Activities as Defined by the Department/ Participation in NSS or NCC)	2 12 2	16
III	AEC 2 Core 7 DEEC/DSE 3,4,5 (2x3) GE 1	2 4 6 4	16
IV	SEC 2 Core 8,9 (4x2) DSEC/DSE 4 GE 2	2 8 2 4	16

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The members also considered and approved the SOP for CBCS Syllabi revision. (Attached).

Resolved further that honourable Vice-Chancellor will convene a meeting with all academic heads on 16.3.22 to make them aware of the ways of updating the syllabi where the SOP will be shared together with the template for curricula revision.

It was also decided that four committees with the members as detailed below will be formed for preparing the new courses:

- A. Committee for formulating SEC Courses (FIT 1 and 2): Prof. Saptarshi Ghosh (Convenor), Professor Manoranjan Singha, Anirban Biswas (Head, CIRM), Mr. Sanmoy Mallick.
- B. Committee for formulating AEC Course (Communicative English); Prof. Zinia Mitra (Convenor), Prof. Ranjan Ghosh, Prof. Sajal Das, Prof. J.C. Basak, Dr. Prabhas Mali.
- C. Committee for formulating SEC Courses: Prof. Manoranjan Chaudhury (Convenor), Prof. Pranab Ghosh, Prof. Ranjan Roy, Dr. Rajat Kr. Dey.
- D. Committee for formulating AEC Courses Discipline Related Non-English AEC Courses: Prof. Utpal Mandal (Convenor), Prof. Sanjay Rai, Prof. Manisha Jha, Dr. Sudip Mandal.

Considering the difficulties of administering the new interdisciplinary courses it was decided that all of these would be administered at a fixed time: 4-5 pm every week except online classes.

Agendum 2: To consider ways of recognising credits earned in online courses in the offline programmes to a certain level to make way for blended learning.

Director IQAC placed the following note for discussion:

If there are vacant seats under any programme, which is not uncommon, during mid-semester, whether such seats can be filled on the basis of subject studied and credits earned in online courses (subject to fulfilment of minimum credit required and on ranking of applications received during notified period)?

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Decision:

The members agreed in principle with the intent and resolved that Students may be admitted in vacant seats during 2nd and 3rd Semesters in a programme on the basis of credits earned in Academic Bank of Credit subject to fulfilment of academic criteria as laid down by the concerned department and views of Equivalence Committee where necessary.

Agendum 3: To consider setting in place a system of structured feedback for introduction /revision of syllabi as per the NAAC requirement.

Decision:

Members resolved that a relevant form will be filled up by each student as part of mandatory requirement for getting the admit card in the final term examination.

Moreover a format for stakeholders' feedback on curriculum will be prepared by IQAC which would, inter alia, include views of peers for academics from other institutions at the PG Board of Studies and views of stakeholders on the draft curricula uploaded in the official website.

Agendum 4: To consider issues relating to Academic Bank of Credit.

Head CIRM informed that only student's data is required for ABC.

It was observed that already the University through the Controller of Examination has register for NAD. Now the credit details are to be uploaded in ABC.

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Decision:

Members resolved that Controller of Examinations must register in Academic Bank of Credit and provide the related information.

Agendum 5: Step to make the faculties aware of ways and means of offering courses in online platforms like SWAYAM, ePathshala etc.

Decision:

Members welcomed the proposal. Resolved that IQAC will arrange such training through Webinar of other online platforms to faculties of this University. A Committee was formed to make necessary arrangement and also to provide Studio facilities from the DDE to intending teachers to prepare materials of such courses for common use of DDE and other departments of the University:

1. Prof. Saptarshi Ghosh (Convenor)
2. Sri Anirban Biswas
3. Sri Gautam Sarkar.

All the decisions were confirmed for immediate action by the Chair.

There being no other item the meeting ended with vote of thanks to and from the Chair.

Dr. Subires Bhattacharyya
(The Hon'ble Vice Chancellor)
Chairman, IQAC

Prof. Soumitra De
(Director, IQAC)

Prof. S. De
Director
IQAC
University of North Bengal