

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

ACCREDITED BY NAAC WITH GRADE A



“समानो मन्त्रः समितिः समानी”

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Ref. No. 903/IQAC/21

Date: 26.03.2021

Proceedings of the 9<sup>th</sup> meeting of the IQAC, North Bengal University held on 26.03.2021 at 12 pm

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. Registrar (Offg.), NBU
5. Prof. Anirban Misra (Member)
6. Prof. Saptarshi Ghosh (Member)
7. Dr. S.K.Rakshit (Invitee Member)
8. Prof. S. De (Director & Member Secretary)

At the outset Director IQAC welcomed all the members and the invitee.  
Agendum 1: To report the preparation for NAAC accreditation.

Director IQAC reported that in the last year processed about 40 CAS applications and all applications for direct recruitment at the Associate Professor and Professor levels while taking it regular quality related activities such as collection and analysis of feedback. .

The University submitted IQA in January 2020 and its AQAR for 2018-19 was accepted. Meanwhile IQAC formed quality circles in the Departments and Offices from which some members were involved in 7 NAAC criteria wise Committees. CIRM provided data templates to all concerned and data were collected. The data repository was given for validation and review of table wise supporting documents by the committees. The work is in progress.

Meanwhile NAAC extended the dateline of submission of SSR up to 6.4.2021. The work is in progress.

**Decision**

Noted and approved.

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Agendum 2. To report the status of works proposed for AQAR 2018-19 for 2019-20.

Director, IQAC reported that proposed works were as follows:

The University had no hostels for students in Jalpaiguri Campus. In 2019-20 the University plans to set up one Boys 'Hostel and One Girls 'hostel in Jalpaiguri Campus. In recent years the University has seen the increasing enrolment of women students for whom it will set up one additional girls' hostel. Moreover, the University does not have any central toilet facility though the campus is large. Hence the University has planned to set up such facility in the main campus. The University plans to introduce UG programme in Anthropology, MSc in Food Technology, M.Sc in Pharmaceutical Technology and M.A in Education. University also plans introduction of PhD programmes in Education, Mass Communication, Food Technology and Pharmaceutical Technology in 2019-20. Keeping in view the need of introducing value added programmes the University plans to introduce under the Department of Chemistry two Certificate Courses of three months duration each, namely, Certificate Course in Analytical Instrumentation, and Certificate Course in Sophisticated Instruments (Advanced Spectroscopy) The University plans to introduce web based Learning Management Software. Considering lesser number of MOUs the University will start new MOU with foreign countries. IQAC will replace offline students' feedback system with online system. IQAC will also introduce Feedback from Teachers. Keeping in mind the need of patent University will organise workshop on Intellectual Property Rights.

**Decision**

It was observed that most of the works proposed for 2019-20 were complete. Registrar has been requested to provide a report with supporting documents for upcoming SSR.

Agendum 3: To consider some anomalies in the calculation of the period of research work for submission of PhD thesis.

**Decision**

Members noted that for some time there has been a backlog in the title registration of research synopsis at the level of BRS due to UGC stipulations of maximum number of scholars per faculty. As many students completing PhD course work register thesis titles quite late they become technically ineligible to submit their thesis before three years if the period of research is counted from the date of title registration. For delayed registration the additional problem was a six years limit within which they

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may submit thesis or register. In the latter case the thesis may be submitted any time within the period of registration.

In view of this IQAC resolved that the University may calculate the period of active research work from the date of admission in the PhD course/ M.Phil. for being eligible for thesis submission, i.e. 3 years from the date of registration unless an early submission is allowed by competent authority.

Further resolved that the existing application form for candidates seeking title registration be amended to bring it in line with the existing Regulation.

The issue of compatibility between supervisor's research area and of research scholars was raised and it was resolved that from next academic session specific research areas of supervisors will be indicated with earmarked seats in the advertisement/notification so that the issue is resolved.

Agendum 4: To consider a detailed PhD thesis guideline/template and a specific design of report submission on PhD thesis by the examiner

### Decision

Director IQAC placed the draft thesis guide, various formats associated with PhD regulation, time line submission of thesis and university guideline for Plagiarism check. The members considered them and resolved that the approved guideline may be considered by the EC to suitably amend the existing PhD regulation.

Further resolved that the guideline be made available in the University website as and when approved by EC.

Agendum 5: To decide on quality improvement measures to be undertaken in 2020-21 in view of the feedback received from faculty.

### Decision

Director IQAC placed the detailed analysis report of teachers' online feedback for consideration.

Members noted that while feedback on most parameters were satisfactory following actions may be taken on the feedback:

8. University Engineer be entrusted to prepare a report regarding absence of ladies Toilet in any department and Office and undertake projects to provide them as per rule.
9. All the existing policies of sustainable management may be implemented and Estate Officer be entrusted with setting up a vermicomposting plant for converting foliage and organic waste into fertilizer for the use of the University.
10. University Engineer be entrusted to ensure rainwater harvesting in suitable buildings.
11. Departments may forward the space requirement to the Registrar with justifications

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Agendum 6. To reconsider staff structure of IQAC in view of current responsibilities.

**Decision**

Members considered the existing staff structure of IQAC and felt the need of upgrading it. Director IQAC was directed by the Chair to submit a proposal for adequate staff structure in the light of expanding activities of IQAC,

There being no other item the meeting ended with vote of thanks to 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