



# Vidyasagar University

Midnapore, West Bengal

721102



## 6.1.1: Supporting Documents



*PRG Notice*



*Research publication Award*



*Vidyasagar & Vivekananda memorial Award*



*Travel Grant*



**VIDYASAGAR UNIVERSITY**  
**MIDNAPUR – 721 102**

Ref. No.: VU/FO/438/2022

Dated- 01/08/2022

**NOTIFICATION**

*Sub:- Guidelines for Personal Research Grant (PRG) for the Teachers of the University effective from 2022-2023.*

1. The Scheme of **Personal Research Grant (PRG)**, a kind of contingency grant out of the own fund of the University, for assisting the **whole time permanent and contractual teachers** of the University for achieving excellence in teaching and research in the greater academic interest of the University. Additionally, the objective is to support the teachers financially to attain the benchmark in quality improvement programmes in conformity with the vision and goals of the University.
2. The grant sanctioned under this scheme shall not be spent for purposes other than academic one related to teaching and research. All payments under PRG shall be made under re-imbursement by the finance department of the University on submission of claims in the prescribed proforma of the University, once in a year, along with original vouchers numbered and duly countersigned by the individual teacher concerned, under the following head-wise expenditure.

Sl. No.	Head of Expenditure
1.	<b><i>Books/Journals.</i></b>
2.	<b><i>Travelling/Field work.</i></b>
3.	<b><i>Photocopies/Typing/Printing.</i></b>
4.	<b><i>Stationeries and Postage.</i></b>
5.	<b><i>Data Charges.</i></b>
6.	<b><i>Membership of Professional bodies, Journals and Registration fee for attending conference.</i></b>
7.	<b><i>Any other consumable.</i></b>

3. ***The maximum grant under this scheme (PRG) shall be Rs. 15,000/- (Rupees Fifteen thousand) only in a financial year.*** The reimbursement under this scheme shall only be related to the expenses incurred during the period mentioned above under the current financial year.

**Provided that a teacher has to publish at least one paper in any Journal/Edited volume/Book/Conference volume (Full length) or authored/co-authored one book or has obtained acceptance/communication for publication during the concerned period.**

Provided that if a teacher is sanctioned leave on lien or leaves the University for reasons whatsoever, the reimbursement of the grant will be made on prorata basis in terms of month and that the payment shall be made on or before the 15<sup>th</sup> of the month in which the teacher concerned leaves the University.

Provided also that if a teacher fails to submit the claims in due time, he/she may be permitted to submit his/her claim afterwards only by the Hon'ble Vice-Chancellor if there are sufficient reasons for such failure.

4. All ambiguities including the admissibility of any claim pointed out by the Finance Section shall be decided by the Board of Research Studies (BRS) formed under regulations relating to the Ph.D Programme of the University since the grant relates to quality improvements in teaching and researches.

Provided that the teacher concerned shall be paid an advance equal to the amount claimed under PRG subject to adjustment/recovery in the following period if, a dispute as above arises and referred to the BRS for disposal.

5. All PRG claim to be submitted to the Finance Office before the end of Financial Year (i.e. 31.03.2023).
6. Original Bill, Cash Memos, Tax invoice and relevant documents should be produced for reimbursement.

  
**Finance Officer**



**VIDYASAGAR UNIVERSITY**  
**OFFICE OF THE FINANCE OFFICER**  
**MIDNAPUR – 721 102, WEST BENGAL**

**PROFORMA FOR SUBMISSION OF CLAIMS UNDER THE SCHEME OF**  
**PERSONAL RESEARCH GRANT 2022-2023**

1.	Name of the Teacher with Employee code	
2.	Designation and Department	
3.	Financial year	
4.	Total amount claimed	

**Statement of head-wise expenditure**

Sl. No.	Heads of Expenditure	Voucher nos.	Amount claimed	Total claim	Remarks

NB: Fraction of a rupee is to be ignored while claiming net amount in the box.

***Declaration: I do hereby declare that the amount claimed here above has been paid by me and is admissible as per rule and that the expenses noted above have not been sanctioned by any authority.***

Date:

.....  
Full Signature of the Claimant

**SANCTIONING ORDER**

***Checked and verified. The claim is in order.***

***The claim is permissible for Rs..... payment may be made.***

**Dealing Assistant**

**Accountant**

**Passed for payment**

**Accounts Officer/ Audit Officer**

***Finance Officer***



# VIDYASAGAR UNIVERSITY

Internal Quality Assurance Cell  
MIDNAPORE - 721102, WEST BENGAL, INDIA

Ref. No - VU/IQAC/ 011/ 2023

Date: 16/02/2023


## NOTICE

For motivating the faculty members of the University to publish articles in reputed journals and edited books and to publish books through reputed publication houses, the University has taken an initiative to form three different clubs named as Silver Club, Gold Club and Platinum Club. It has also decided to introduce research awards for the faculty members. Considering the total score based on the publications (Indexed in Scopus/WoS/PubMed) of the individual faculty members, the names of these three clubs will be finalized by the IQAC and posted in the University website. Apart from this, the members of each club will be felicitated each year with a memento in a programme of the University. The assessment will be based on evidences produced by the faculty members such as copy of publication etc. in a particular year (January to December) as notified by the University time to time.

The Internal Quality Assurance Cell (IQAC), Vidyasagar University seeks information from the faculty members in the prescribed format regarding their publication during 1<sup>st</sup> January 2021 to 31<sup>st</sup> December 2021.

All the faculty members are requested to submit the information within 15<sup>th</sup> March 2023.

With Best Regards,

  
(Madhumangal Pal)  
Director, IQAC  
Vidyasagar University  
Director

Internal Quality Assurance Cell  
Vidyasagar University  
Midnapore-721102

Copy forwarded for information and necessary action to:

1. The Secretary to the Vice-Chancellor for his kind information to the Hon'ble Vice-Chancellor.
2. The Dean, Faculty of Arts & Commerce, V.U.
3. The Dean, faculty of Science, V.U.
4. The Registrar, V.U.
5. All Head of the Academic departments.
6. The Sr. Information Scientist, V.U. for wide circulation on the University Website.





# VIDYASAGAR UNIVERSITY

Internal Quality Assurance Cell  
MIDNAPORE - 721102, WEST BENGAL, INDIA

Research Award for Faculty

DATA CAPTURE FORMAT [for 2021 (1<sup>st</sup> January to 31<sup>st</sup> December)]

## Personal information

1. Name of the faculty:
2. Name of the department:
3. Email ID:
4. Mobile no.:

## Publication details: (SCOPUS / Web of Science/ PubMed Indexed only)

### A. Research paper (attached front page of each paper)

Sl. No.	Title of the paper	The author's name appears in the paper	Journal name	Vol., no., page no.	Year of publication	Indexing Scopus/ WoS/ PubMed	DOI or link to the paper	Score

### B. Authored Book / Edited Book (attach the front page of the book, pages containing publisher details and author names)

Sl. No.	Title of the book	The author's name appears in the paper	Publisher	Authored/ Edited	Year of publication	Indexing Scopus/ WoS/ PubMed	DOI or link to the book	Score



# VIDYASAGAR UNIVERSITY

Internal Quality Assurance Cell  
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## C. Book chapter (attached front page of each chapter)

Sl. No.	Title of the chapter	The author's name appears in the paper	Book title and publisher name	Chapter no, page no.	Year of publication	Indexing Scopus/ WoS/ PubMed	DOI or link to the chapter	Score

Signature of the faculty

Evaluation result:

(a) From paper :

(b) From book :

(c) From chapter:

Total score:



# **VIDYASAGAR UNIVERSITY**

**Internal Quality Assurance Cell**  
**MIDNAPORE - 721102, WEST BENGAL, INDIA**

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**The publication should be in SCOPUS / Web of Science / PubMed indexed Journal/ Book.**

- Article published in SCOPUS / Web of Science/ PubMed Indexed Journal – 2 points
- Article published in SCOPUS / Web of Science / PubMed Indexed Edited Book – 1 point
- Book published from reputed publishers – 2
- Edited Book published from reputed publishers – 1

**Required Number of Points:**

	Faculty of Science	Faculty of Arts and Commerce
Silver Club	$05 \leq \text{Score} < 10$	$05 \leq \text{Score} < 10$
Gold Club	$10 \leq \text{Score} < 15$	$10 \leq \text{Score} < 15$
Platinum Club	$15 \leq \text{Score}$	$15 \leq \text{Score}$



# VIDYASAGAR UNIVERSITY

P.O. : Vidyasagar University, Midnapore - 721 102, Dist.: Paschim Medinipur,  
West Bengal, INDIA.

Date: 17.10.2023

## NOTIFICATION

It is hereby notified for general information of all concerned that the Vidyasagar University introduced the **Vidyasagar Research Award** for the faculty members under the Science Faculty and the **Swami Vivekananda Research Award** for the faculty members under the Arts and Commerce Faculty for best publication (research / book). The evaluation time span for consideration of such award is from July, 2013 to June, 2023. Application along with publication are invited from the interested teachers within 26.10.2023 upto 11.59 pm. The application in specified format (copy enclosed) has to be sent through email at [deputy\\_registrar@mail.vidyasagar.ac.in](mailto:deputy_registrar@mail.vidyasagar.ac.in). The application will be scrutinized by an Expert Committee for selection of awardees of those prestigious award. The faculty member(s) once selected and awarded for such award, will be considered again for such award after 10(ten) years from the year of conferment of such award.

All concerned are being informed accordingly.

This is issued with the approval of the competent authority.


sd/-  
Registrar

Memo No. : VU/R/Noti./1523/2023 dated 17.10.2023

Copy forwarded for information and necessary action to to:

1. The Dean(Actg.), Faculty of Arts and Commerce,
2. The Dean(Actg.), Faculty of Science,
3. All HOD's / TIC s of all Academic and Administrative departments - with a request to circulate the notification among the teachers in his / her department.,
4. The Director (Officiating), CDOE - with a request to circulate the notification among all teachers at CDOE,
5. The Deputy Registrar(Acad.),
6. The Secretary to the Vice-Chancellor for kind information to the Hon'ble Vice-Chancellor,
7. The Office Supdt., Registrar's Office,
8. The Establishment Section,
9. The Senior Information Scientist for wide circulation on the University website,
10. Guard File



  
(Dr. J. K. Nandi)  
Registrar  
Registrar,  
Vidyasagar University  
Midnapore-721 102





# VIDYASAGAR UNIVERSITY

MIDNAPORE - 721102, WEST BENGAL, INDIA

Vidyasagar Memorial Research Award (for Science faculty)/ Vivekananda Memorial Research Award (for Arts & Commerce faculty)

## DATA CAPTURE FORMAT [from July 2013-June 2023]

(Supporting documents needed for each and every information)

### Personal information

1. Name of the faculty:
2. Name of the department:
3. Email ID:
4. Mobile no.:
5. Write link for the following ID:
  - (a) Google scholars:
  - (b) SCOPUS:
  - (c) Research ID (WoS):
  - (d) IRINS ID: <https://vidyasagar.irins.org/profile/.....>
  - (e) ORCID ID:

Publication details: (SCOPUS / Web of Science/ PubMed Indexed/UGC-CARE listed/Any publication before 2017)

### A. Research paper (attached front page of each paper)

Sl. No.	Title of the paper	The author's name appears in the paper	Journal name	Vol., no., page	Year of publication	Indexing Scopus/ WoS/	DOI or link to the paper	Score
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# WIDYASAGAR UNIVERSITY

MIDNAPORE - 721102, WEST BENGAL, INDIA

				no.		PubMed , etc.	

## B. Authored Book / Edited Book (attach the front page of the book, pages containing publisher details and author names)

Sl. No.	Title of the book	The author's name appears in the paper	Publisher	Author ed/ Edited	Year of publication	Indexing Scopus/ WoS/ PubMed	DOI or link to the book	Score

## C. Book chapter (attached front page or other page of each chapter, containing chapter details)

Sl. No.	Title of the chapter	The author's name appears in the paper	Book title and publisher name	Chapter no, page no.	Year of publication	Indexing Scopus/ WoS/ PubMed	DOI or link to the chapter	Score




**D. Patent Details (attached patent grant certificate)**

Sl. No.	Patentee Name(s)	Patent Title	Patent Filled date	Patent Application number	Patent Grant date	Patent registration No.	Link to the patent	Score

**E. Projects Details (attached project grant certificate or completion or other document)**

Sl. No.	Title of Project	Name of PI	Name of Co PI, if any	Funding Agency	Fund amount	Project Duration (Start-end)	Score

**F. Consultancy Projects Details (attached Project grant certificate)**

Sl. No.	Name of the faculty	Consultancy Name	Title/Purpose of Consultancy	Funding Agency	Funding amount	Duration (Start-end)	Score



**G. Ph.D. Awarded**

H. Invited lecture in Foreign University/Institution/any other Organization (only offline lecture)

I. Teacher received International/national fellowship/financial support for advanced study and research (such as travel grant, revenue from Govt./Non-Govt./NGO/Industry work, etc.) (other than research and consultancy projects)



**VIDYASAGAR UNIVERSITY**  
MIDNAPORE - 721102, WEST BENGAL, INDIA

Sl. No.	Name of the organization	Type of fund/Purpose	Type of organization	Title of fund, if any	Amount	Score
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J. International/National/State level award

Sl. No.	Name of the Award	Name of the organization	International/ national /State level	Score

Signature of the faculty

Evaluation result:

- (a) From paper :  
(b) From book :  
(c) From chapter:  
(d) Patent:  
(e) Research Project:  
(f) Consultancy Project:  
(g) Ph.D. guidance:



**VIDYASAGAR UNIVERSITY**  
MIDNAPORE - 721102, WEST BENGAL, INDIA

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- (h) Invited lecture (foreign visit only):  
(i) International/National Fellowship:  
(j) International/National/State level award:

Total score:





# VIDYASAGAR UNIVERSITY

P.O. : Vidyasagar University, Midnapore - 721 102, Dist.: Paschim Medinipur,  
West Bengal, INDIA.

Date: 12.12.2023

## NOTIFICATION

This is to notify for general information of all concerned that the following Faculty members of the Vidyasagar University will be awarded by the “ Research and Publication Award” on 13<sup>th</sup> December, 2023 at 2.00pm through a awarding ceremony at the Vivekananda Sabhagriha of this University:

List of faculty members, who has been selected in Platinum/Gold/Silver Club member in the year of 2021 & 2022.					
Sl. No.	Name	Year (2021)	Club Member	Year (2022)	Club Member
1	Prof. Susanta Kumar Chakraborty	2021	Platinum	2022	Silver
2	Prof. Shyamal Kr. Mondal	2021	Platinum	2022	Platinum
3	Prof. Sankar Kr. Roy	2021	Platinum	2022	Platinum
4	Dr. Ganesh Ghorai	2021	Platinum	2022	Platinum
5	Dr. Krisnendu Barman	2021	Silver	NA	
6	Dr. Uttam Kr. Mondal	2021	Silver	2022	Gold
7	Dr. Utpal Nandi	2021	Silver	2022	Platinum
8	Prof. Debdulal Banerjee	2021	Silver	2022	Gold
9	Prof. Keshab Chandra Mondal	2021	Platinum	2022	Platinum
10	Dr. Suman Kr. Halder	2021	Platinum	2022	Platinum
11	Prof. Bidhan Chandra Patra	2021	Platinum	2022	Platinum
12	Prof. Subal Chandra Manna	2021	Silver	2022	Gold
13	Prof. Braja Gopal Bag	2021	Silver	NA	
14	Dr. Somnath Rudra	2021	Silver	2022	Gold
15	Prof. Nilanjana Das Chatterjee	2021	Platinum	2022	Platinum
16	Dr. Dipanwita Dutta	2021	Platinum	2022	Gold
17	Dr. Debasish Biswas	2021	Platinum	2022	Gold
18	Prof. Pinaki Das	2021	Platinum	NA	
19	Dr. Bidharthi Dutta	2021	Silver	NA	





# VIDYASAGAR UNIVERSITY

P.O. : Vidyasagar University, Midnapore - 721 102, Dist.: Paschim Medinipur,  
West Bengal, INDIA.

20	Dr. Asmita Bhattacharyya	2021	Silver	NA	
21	Prof. Ramesh Chandra Das	2021	Platinum	2022	Platinum
22	Dr. Tarak Nath Sahu	2021	Platinum	2022	Platinum
23	Prof. Prakash Karmakar	2021	Gold	2022	Platinum
24	Dr. Shrabanti Maity	2021	Platinum	2022	Platinum
25	Prof. Madhumangal Pal	2021	Platinum	2022	Platinum
26	Dr. Chandrima Chakraborty	2021	Silver	2022	Gold
27	Prof. Amal Kr. Mondal	2021	Silver	NA	
28	Prof. Biswapati Jana	2021	Platinum	2022	Platinum
29	Dr. Prasenjit Acharya	2021	Silver	NA	
30	Prof. Ajay Kumar Misra	2021	Gold	2022	Gold
31	Mr. Sasanka Shekhar Patra	2021	Silver	2022	Gold
32	Mr. Bacchu Pal	NA		2022	Silver
33	Prof. Sujata Maiti Choudhury	NA		2022	Platinum
34	Mr. Biswajit Das	2021	Silver	NA	

All concerned are being informed accordingly.

This is issued with the approval of the competent authority.

Sd/-  
Registrar

Memo No. : VU/R/Noti./1771/2023 dated 12.12.2023

Copy forwarded for information and necessary action to :

1. The Dean(Actg.), Faculty of Arts and Commerce,
2. The Dean(Actg.), Faculty of Science,
3. All HOD / TIC of all Academic and Administrative departments - with a request to circulate the notification among all employees and students.
4. The Director (Officiating.), CDOE - with a request to circulate the notification among all employees,
5. The Senior Information Scientist for wide circulation on the University website,
6. The Secretary to the Vice-Chancellor for kind information to the Hon'ble Vice-Chancellor,
7. The Office Supdt., Registrar's Office,
8. The Establishment Section,
9. Guard File

(Dr. J. K. Nandi)

Registrar







*Office of the Registrar*  
**VIDYASAGAR UNIVERSITY**

Midnapore - 721 102.

Dated : 09.10.2023

**CORRIGENDUM**

WHEREAS, a Notification bearing Memo No. VU/R/Noti./C0318/2023 dated 06.10.2023 was issued by this office earlier regarding formation of a Committee relating to conferment of Vivekananda Memorial Research Award for the Faculty of Science and Vivekananda Memorial Research Award for the Faculty of Arts & Commerce.

AND

WHEREAS, in the said Notification for conferment of the Memorial Research Award for the Faculty of Science was stated as "Vivekananda Memorial Research Award" in place of "Vidyasagar Memorial Research Award".

NOW THEREFORE, kindly treat the conferment of "Vidyasagar Memorial Research Award" for the Faculty of Science and "Vivekananda Memorial Research Award" for the Faculty of Arts & Commerce. Other matters of the notification dated 06.10.2023 will remain unchanged.

The concerned members are being informed accordingly.

Sd/-  
Dr. J.K. Nandi  
Registrar.

Memo No. : VU/R/Corri/C0320/2023 dated 09.10.2023.

Copy forwarded for information and necessary action to :

- IGAc
- ✓ 1. all members of the Selection Committee ;
  2. the Deputy Registrar (Academic) ;
  3. the office of the Superintendent, Registrar's Office.
  4. the Secretary to the Vice-Chancellor for kind information to the Hon'ble Vice-Chancellor Sir.
  5. relevant file.



  
09/10/23  
Registrar  
Registrar  
Vidyasagar University  
Midnapore-721102