



Vidyasagar University



1.4.2 Supporting Documents



1.4.2 - Feedback processes of the institution may be classified as follows



বিদ্যাসাগর বিশ্ববিদ্যালয়
VIDYASAGAR UNIVERSITY
Department of Physics

RESOLUTION OF THE DEPARTMENTAL COMMITTEE MEETING

Date: 17.09.2024

Venue: Department of Physics, Vidyasagar University

Agenda:

1. To discuss about the Students' Feedback and the required Action

Members Present:

1. Prof. Radha Raman Pal
2. Prof. Paresh Chandra Jana
3. Prof. Satyajit Saha
4. Prof. Surajit Ghosh
5. Prof. Swarnendu Sarkar, HOD
6. Dr. Kuntal Chatterjee
7. Biswajit Das

[Handwritten signatures and dates for each member]
17-9-24
17/9/24
17/09/24
17/9/24
17/9/2024
17-9-24
17-09-24

Resolution:

- i. The Students' Feedback (Semesters II & IV :2023-2024) of individual faculty members have been thoroughly discussed. On the basis of these reports the following were noted.
 - i. The extensive effort put in by all faculty members in classroom teaching and providing adequate encouragement to students were acknowledged.
 - ii. The faculty members resolved to look into the aspects they can improve on based on the students' feedback.
 - iii. All members agreed to make the classes more interactive and use ICT as much as possible during teaching hours so as to uplift the interest of the students. The members further agreed to discuss the prospects of the courses in research.
 - iv. Providing adequate reference materials and relevant textbooks related to the classes were also discussed.

The meeting ended with thanks to the chair.



VIDYASAGAR UNIVERSITY

Department of Chemistry
Midnapore 721102, West Bengal, India

Date: 05.09.2024

NOTICE

A Departmental Committee (DC) meeting will be convened on 10.09.2024 (Tuesday) at 2:30 p.m. to discuss the following agendas:

1. To confirm the proceedings of the last meeting of the Departmental Committee in Chemistry held on 27.08.2024.
2. Discussion about the Students' feedback report regarding evaluation of teachers for the academic session 2023-2024.
3. Miscellaneous

Please make it convenient to attend the same.

With best regards,

Subal Chandra Manna

Prof. Subal Chandra Manna

Head

Department of Chemistry & Chem. Tech.

Vidyasagar University

Head

Department of Chemistry

Vidyasagar University

Midnapore - 721102

05/09/2024

Seen
S. Ray
5/9/24

Seen
J. Manna
5/9/24

Seen
J. Manna
5/9/24

Seen
S. Ray
05.09.24

Seen
J. Manna
5/9/24

Seen
J. Manna
6/9/24



VIDYASAGAR UNIVERSITY
Department of Chemistry and Chemical Technology
Midnapore 721102, West Bengal, India

Proceeding of the Departmental Committee (DC) meeting held on 10.09.2024 at 2:30 p.m.

Members present:

Prof. Subal Chandra Manna, Head, Department of Chemistry, in the Chair. *Subal C. Manna*

Prof. Ajay Kumar Misra *10/9/2024*

Prof. Amiya Kumar Panda *Amiya 10/09/2024*

Prof. Sudipta Dalai *Sudipta 10/9/2024*

Prof. Sumita Roy *Sumita Roy 10.09.24*

Dr. Anirban Basu *Anirban Basu 10.09.24*

Venue: Office of the Head, Department of Chemistry and Chem. Tech., VU

Agendas:

1. To confirm the proceedings of the last meeting of the Departmental Committee in Chemistry held on 27.08.2024.
2. Discussion about the Students' feedback report regarding evaluation of teachers for the academic session 2023-2024.
3. Miscellaneous.

Resolutions:

1. The proceeding of the last meeting of the Departmental Committee in Chemistry held on 27.08.2024 were read and confirmed.
2. Students' feedback report regarding evaluation of individual faculty members for the academic session 2023-2024 have been discussed thoroughly on the basis of the reports as received from IQAC.
 - a) Students feed back reports as received from IQAC office was discussed thoroughly and the members had been requested to act as per the analysis received from IQAC. DC also resolved that following points to be considered to cater in a better way to the students.
 - i) More reference books to be procured in the library.
 - ii) To provide more updated study materials to the students.
 - iii) To repair the out of order laboratory instruments.
 - iv) Laboratory infrastructure should be improved.
3. Miscellaneous: HoD reported that Prof. Amiya Kumar Panda wish to submit a research proposal entitled "Phyiscochemical studies on mitochondria targeted nanostructured lipid carriers with special reference to hepatocellular carcinoma" to the BRNS, Department of Atomic Energy, Govt. of India.
Members of the DC recomanded the submission of the proposal.

Meeting ended with thanks to the Chair:

Subal C. Manna
Head
Department of Chemistry
Vidyasagar University
Midnapore - 721102 *10/9/2024*

S. Roy
10.09.24

Anirban Basu
10.09.24

Sumita Roy
10/09/24

Sudipta Dalai
15/9/2024

Amiya Kumar Panda
10/09/2024



VIDYASAGAR UNIVERSITY
Department of Chemistry and Chemical Technology
Midnapore 721102, West Bengal, India

Proceeding of the Departmental Committee (DC) meeting held on 10.09.2024 at 2:30 p.m.

Members present:

Prof. Subal Chandra Manna, Head, Department of Chemistry, in the Chair. *Subal Chandra Manna*

Prof. Ajay Kumar Misra

Prof. Amiya Kumar Panda

Prof. Sudipta Dalai

Prof. Sumita Roy

Dr. Anirban Basu

Amiya Kumar Panda 10/09/2024

Subal 10/9/2024

Sumita Roy 10.09.24

Anirban Basu 10.09.24

Venue: Office of the Head, Department of Chemistry and Chem. Tech., VU

Agendas:

1. To confirm the proceedings of the last meeting of the Departmental Committee in Chemistry held on 27.08.2024.
2. Discussion about the Students' feedback report regarding evaluation of teachers for the academic session 2023-2024.
3. Miscellaneous.

Resolutions:

1. The proceeding of the last meeting of the Departmental Committee in Chemistry held on 27.08.2024 were read and confirmed.
2. Students' feedback report regarding evaluation of individual faculty members for the academic session 2023-2024 have been discussed thoroughly on the basis of the reports as received from IQAC.
 - a) Students feed back reports as received from IQAC office was discussed thoroughly and the members had been requested to act as per the analysis received from IQAC. DC also resolved that following points to be considered to cater in a better way to the students.
 - i) More reference books to be procured in the library.
 - ii) To provide more updated study materials to the students.
 - iii) To repair the out of order laboratory instruments.
 - iv) Laboratory infrastructure should be improved.
3. Miscellaneous: HoD reported that Prof. Amiya Kumar Panda wish to submit a research proposal entitled "Phyiscochemical studies on mitochondria targeted nanostructured lipid carriers with special reference to hepatocellular carcinoma" to the BRNS, Department of Atomic Energy, Govt. of India.
Members of the DC recomanded the submission of the proposal.

Meeting ended with thanks to the Chair.

Subal Chandra Manna
Head
Department of Chemistry
Vidyasagar University
Midnapore - 721102

S. Roy
10.09.24

Anirban Basu
10.09.24

X
10/09/24

Amiya Kumar Panda
10/09/2024

Subal Chandra Manna
10/9/2024



VIDYASAGAR UNIVERSITY

Department of Chemistry
Midnapore 721102, West Bengal, India

Date: 05.09.2024

NOTICE

A Departmental Committee (DC) meeting will be convened on 10.09.2024 (Tuesday) at 2:30 p.m. to discuss the following agendas:

1. To confirm the proceedings of the last meeting of the Departmental Committee in Chemistry held on 27.08.2024.
2. Discussion about the Students' feedback report regarding evaluation of teachers for the academic session 2023-2024.
3. Miscellaneous

Please make it convenient to attend the same.

With best regards,

Subal Chandra Manna

Prof. Subal Chandra Manna
Head

Department of Chemistry & Chem. Tech.
Vidyasagar University

Head
Department of Chemistry
Vidyasagar University
Midnapore - 721102

05/09/2024

Seen
S. Ray
5/9/24

Seen
J. S. Ray
5/9/24

Seen
R. K. Ray
5/9/24

Seen
S. Ray
05.09.24

Seen
M. Ray
5/9/24

Seen
J. S. Ray
6/9/24

/ No.

Resolution of the DC meeting Dated 10/09/24:

The students feedback reports of the teachers has been discussed today among the faculty members with proper attention and care. It is decided that each faculty members will take necessary steps to further upgrade their teaching learning methodology as per their respective feedback reports in order to improve the quality of teaching delivered to the students.

S. Saha
10.09.24.

S. Pramanik
10/09/2024

S. C. Saha
10/09/2024

S. B. Saha 10/09/24



DEPARTMENT OF FISHERY SCIENCES
VIDYASAGAR UNIVERSITY

P.O.: MIDNAPORE, DIST.: PASCHIM MEDINIPUR, WEST BENGAL, PIN- 721102

Ref.: *VU/HOD/FSC/IQAC/2064/2024*

Dt. 03.12.2024

To
The Director,
IQAC
Vidyasagar University
Midnapore -721102

Sub: Submission of ATR of student's feedback (session 2023-24)

Dear Sir,

I am submitting herewith the action taken report of student's feedback for the session 2023-24. The feedback analysis report of the M.Sc. Fisheries Science students of the academic session 2023-24 of the faculty members was placed in the departmental committee meeting dated 01.10.2024 and discussed. The lacunae reflected in the analysis report of individual faculty members were addressed and corrective measure will be taken for the best performance for the benefit of the students.

The DC meeting resolution is enclosed herewith for your kind perusal.

Thanking you

With regards
Yours sincerely,

M2 W
03/12/24

(Dr. Manoj Kumar Pati)

HEAD

Department of fishery Sciences
VIDYASAGAR UNIVERSITY
Midnapore-721102, W.B.



DEPARTMENT OF FISHERY SCIENCES VIDYASAGAR UNIVERSITY

P.O.: MIDNAPORE, DIST.: PASCHIM MEDINIPUR, WEST BENGAL, PIN- 721102

RESOLUTION OF DEPARTMENTAL COMMITTEE MEETING

Date: 01.10.2024

Meeting No. -121

Place: HOD room

Agenda-1: To confirm the proceedings of last DC meeting held on 09.08.2024.

Resolution 1: Proceedings of last DC meeting held on 09.08.2024 read and confirmed.

Agenda-2: To address the issues regarding the student's feedback (session 2023-24) and preparation of Action Taken Report (ATR)

Resolution 2: As per the email received from the Director, IQAC (VU/IQAC/087/2024 dated 03.09.2024), we have carefully discussed the report of student's feedback (session 2023-24) of individual teachers. The lacunae as reflected in the report of the individual faculty addressed for the best performance for the benefit of the students.

Agenda-3: Preparation of final academic routine of Semester-I & III of M.Sc. Fisheries Science

Resolution 3: The academic routine of Semester-I & III of M.Sc. Fisheries Science finalized and be forwarded to the University Authority.

Agenda-4: To arrange the study tour/Educational excursion/Field visit for semester-III, M.Sc. Fisheries Science students.

Resolution 4: The members of DC unanimously resolved that Dr. Joydev Maity, Teacher & Dr. Babulal Sasmal, Technical Assistant will accompanied with 33 (28-male; 5-female) M.Sc. Fisheries Science, 3rd semester students, for the educational visit (fish farm, fisheries institute & marine landing center) adjoining to Visakhapatnam, Andhra Pradesh as part of their course curricula.

Agenda-5: Repair and servicing of research equipments, refrigerators etc in the department

Resolution 5: Servicing of the Carl-Zeiss Trinocular microscope Model: Axiolab A1 is urgently required for the practical and research purposes. In this connection one estimate of Rs. 7080/- including GST has been received from the ASE Instruments Pvt Ltd. (Authorized servicing provider of Carl Zeiss) and it unanimously decided to arrange for the servicing of the above cited microscope.

Agenda-6: (Misc.): No such matter arises.

Meeting ended with thanks to the chair.

Signature of the D/C members:


(Dr. Manoj Kumar Pati)


(Dr. Joydev Maity)



DEPARTMENT OF APPLIED MATHEMATICS
VIDYASAGAR UNIVERSITY
MIDNAPORE –721 102, WEST BENGAL: INDIA

VU/MATH/104(b)/24

Dated: 24.09.2024

To
The Director
Internal Quality Assurance Cell (IQAC)
Vidyasagar University
Midnapore

Subject: Submission of Action Taken Report (ATR) for the student's feedback

Dear Sir,

I am submitting the Action Taken Report (ATR) regarding Student Feedback for the Department of Applied Mathematics, in compliance with your letter dated 03.09.2024. The ATR has been prepared in the DC's meeting held on 24.09.2024. The student feedback highlights both their satisfaction and specific demands for further improvement.

“Students are highly appreciative of the delivery of lectures by the teachers and the regularity of classes maintained throughout the semester. They have expressed gratitude for the efforts of the faculty in providing quality education. However, they have also requested additional academic resources, such as e-contents, presentations, and recorded video lectures delivered by the departmental faculties along with faculties from other reputed institutions. Furthermore, students have emphasized the need to complete the syllabus at a uniform pace throughout the semester to ensure balanced progress and adequate preparation.

Faculty members have been instructed to adhere to a consistent teaching schedule to meet this demand. The department also recognizes the need to provide more reference books and has initiated the process of expanding library resources. Links to online course materials will be curated and shared with students to facilitate self-learning. These measures aim to address student feedback while maintaining the academic excellence that the department upholds.”

Thank you for your guidance and support.

Thanks with regards,


Dr. Madhumangal Pal
Professor & Head
Department of Applied Mathematics
Vidyasagar University

Dr. Madhumangal Pal
Professor & Head
Dept. of Applied Mathematics with
Oceanology & Computer Programming
VIDYASAGAR UNIVERSITY
Midnapore-721102, W.B., India



Department of Botany & Forestry
Vidyasagar University, Midnapore – 721102

Professor Amal Kumar Mondal, Head

Tel. 9434636647/8777072771

email: profakmondal@gmail.com

To
The Director
IQAC
Vidyasagar University

Dear Sir,

This is to inform you that as per your mail regarding action taken report I am sending the same for your ready materials,

Thanking you,

Sincerely yours,

A handwritten signature in blue ink, appearing to be 'A. K. Mondal', with a date '20/11/25' written below it.

(Prof. Amal Kumar Mondal)

HOD

Department of Botany & Forestry

Vidyasagar University

Prof. Amal Kumar Mondal
Professor & HOD
Department of Botany & Forestry
VIDYASAGAR UNIVERSITY
Midnapore-721102, W.B.

Prof. Amal Kumar Mondal
Professor & HOD
Department of Botany & Forestry
VIDYASAGAR UNIVERSITY
Midnapore-721102, W.B.



Professor Amal Kumar Mondal, Head

Tel. 9434636647/8777072771

email: profakmondal@gmail.com

GRIEVANCES OF STUDENTS:

Grievances of Students

1. Insufficient reference books for certain subjects in the library.
2. Dissatisfaction with incomplete syllabus coverage by some teachers.
3. Laboratory facilities require modernization, including the upgrading of microscopes.
4. Upgradation of lecture room

Action Taken Report: Grievances of Students

1. Insufficient Reference Books for Certain Subjects in the Library:

A survey was conducted to identify the required reference books. The procurement process has been initiated, and the new books will be available in the library by the end of the current semester.

2. Dissatisfaction with Incomplete Syllabus Coverage by Some Teachers:

DC meeting was called and respective teachers were made aware of the grievance of the students and Strick instruction were given to the respective teachers to coverup the syllabus within the time frame as per the lesson plan. To follow up with the progress on the syllabus covered, regular DC meeting was conducted to review the process. Meetings were held with the concerned teachers to address this issue. A



Department of Botany & Forestry
Vidyasagar University, Midnapore – 721102

Professor Amal Kumar Mondal, Head

Tel. 9434636647/8777072771

email: profakmondal@gmail.com

structured teaching plan has been implemented, and additional classes have been scheduled to ensure the syllabus is completed on time.

3. Modernization of Laboratory Facilities, Including the Upgrading of Microscopes:

A proposal for laboratory modernization has been approved. Advanced microscopes and updated equipment have been ordered, and the laboratory upgrades are expected to be completed within the next academic term.

4. Upgradation of Lecture Rooms:

The renovation and upgrading of lecture rooms have been prioritized. Plans include better seating arrangements, improved lighting, and installation of modern teaching aids. The work is scheduled to begin shortly and will be completed in phases.

(Prof. Amal Kumar Mondal)

HOD

Department of Botany & Forestry

Vidyasagar University

Prof. Amal Kumar Mondal
Professor & HOD
Department of Botany & Forestry
VIDYASAGAR UNIVERSITY
Midnapore-721102, W.B.

Prof. Anil Kumar Sharma
Professor & Head
Department of Botany & Horticulture
VIDYASAGAR UNIVERSITY
Midnapore-721102, W.B.



VIDYASAGAR UNIVERSITY

Department of Computer Science

P.O.: Vidyasagar University, Midnapore-721102, Dist.: Paschim Medinipur,
West Bengal, INDIA.

NO 105/07/25

The Director,
Internal Quality Assurance Cell (IQAC)
Vidyasagar University,
Midnapore-721102

Date: 27.01.2025

Subject: Submission of Action Taken Report for Student Feedback from Computer Science.

Dear Sir/Madam,

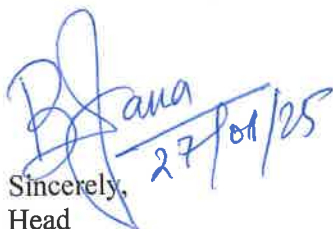
I am writing to inform you that the action taken report (ATR) based on the student feedback collected for the 2023-24 has been prepared and is ready for submission. The feedback provided valuable insights into various aspects of the learning functions, and we have taken specific actions to address the concerns raised by the students.

Following action has been taken:

1. Representation of lecture delivery should be improved for more interactive and clarity.
2. Students' pre and post learning should be regularized.
3. Remedial classes are to be offered to the weaker students.

The details of the measures taken in response to the feedback are included in the attached DC meeting report, which outlines the steps we have implemented, as well as any planned improvements moving forward. We believe that these actions will contribute to enhancing the overall student learning and the quality of education at our institution.

Thank you for your support and cooperation.


Sincerely,
Head

Department of Computer Science
Vidyasagar University

Head
Deptt. of Computer Sc
Vidyasagar University

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	023/24	উপস্থিত সভ্যগণের নাম	স্থান Place	H.O.D Room
তারিখ / Date	27.9.2024	NAME OF MEMBERS PRESENT	সময় Time	
১১. <i>B. Paul</i>	27/9/24	৮। ৪. <i>B. Paul</i>	১৫। ১৫.	
১২. <i>S. Ramani</i>		৯। ৯. <i>S. Ramani</i>	১৬। ১৬.	
১৩. <i>S. S. S. S.</i>	27/09/24	১০। ১০. <i>S. S. S. S.</i>	১৭। ১৭.	
১৪. <i>S. S. S. S.</i>	27/9/24	১১। ১১.	১৮। ১৮.	
১৫. <i>Paul</i>	27/9/24	১২। ১২.	১৯। ১৯.	
১৬. <i>S. S. S. S.</i>	27/09/24	১৩। ১৩.	২০। ২০.	
১৭. <i>S. S. S. S.</i>	27/09/24	১৪। ১৪.	২১। ২১.	

R. No.	রেজল্যুশন / Resolution Adopted
--------	--------------------------------

The Departmental Committee meeting regarding pursuing the following agendas is held on 27.09.2024 at 12:00 pm in H.O.D. room of the Department of Computer Science, V.U. in the presence of the following members:

1. Prof (Dr.) Biswapati Jana, H.O.D.
2. Mrs. Sabari Pramanik, Asst. Professor.
3. Dr. Uttam Kr. Mondal, Asst. Professor.
4. Dr. Utpal Nandi, Asst. Professor.
5. Dr. Partha Choudhuri, Asst. Professor.
6. Mr. Bachchue Paul, Asst. Professor.
7. Mrs. Payel Guha, Asst. Professor.
8. Dr. Soamdeep Singh, Asst. Professor.
9. Mr. Deb Kumar Bera, Asst. Professor.

Agenda:

1. U.G. Syllabus finalization
2. Preparation of M.Tech Proposal
3. Admission of M.Sc. & MCA
4. IQAC data
5. ~~Misc.~~ Proposed date for Internal assessment.
6. Consideration of the letter dt. 27.08.2024.
7. ATR of Student feedback.
8. Purchasing of All in one desktop and one color printer.

Resolution:

1. D.C. surdute that the NEP U.G syllabus has been finalized.
2. M.tech proposal has been prepared and will be send to the Hon'ble Vice Chancellor for approval.
3. JECA counselling has been started ~~and~~ and is monitored by Dr. Soamdeep Singh and Mr. Deb Kumar Bera.

Data required for academic audit has been prepared and will be send to the IPAC.

D.C. decided to ^{take} ~~propose~~ the internal assessments of M.Sc. and MCA ~~at~~ in the following proposed date.

1st Internal Assessment → 20th November to 22nd Nov. 2024

2nd Internal Assessment → 18th December to 18th Dec. 2024.

D.C. has decided that before taking any decision regarding the transfer of electronic lab equipments from the department to department of physics, Mr. Anup Karak will make a list of all the equipments and will submit it on or before 22nd October 2024.

D.C. has taken the following actions regarding the students feedback:

- (i) Representation of lecture delivery should be improved for more interactive and clarity.
- (ii) Students Pre & Post learning should be regularized.
- (iii) Remedial classes are to be offered to the weaker students.

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	
তারিখ / Date	

উপস্থিত সভ্যগণের নাম

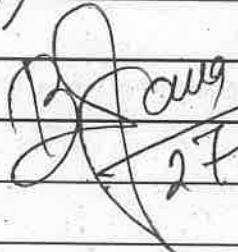
NAME OF MEMBERS PRESENT

স্থান Place	
সময় Time	

১।	৮। ৮.	১৫। ১৫.
২। ২.	৯। ৯.	১৬। ১৬.
৩। ৩.	১০। ১০.	১৭। ১৭.
৪। ৪.	১১। ১১.	১৮। ১৮.
৫। ৫.	১২। ১২.	১৯। ১৯.
৬। ৬.	১৩। ১৩.	২০। ২০.
৭। ৭.	১৪। ১৪.	২১। ২১.

নং / No.	রেজলুশন / Resolution Adopted
৪.	D.C. decided to purchase one "All-in-one Desktop" and one colour printer from the unspent amount of Rs 66,580.00.
৭.	<u>Miscellaneous :</u> (i.) Department proposed a Certificate course on "Hardware repairing, maintenance and networking" under CCAE. (ii.) D.C. decided to organized a multidisciplinary International Conference on "Multidisciplinary approach to AI and its application" dated 21 st December and 22 nd December 2024 in collaboration with Netaji Subhas Open University. and (iii) D.C. has decided that Mr. Anup Kariak will seat along with the technical assistant and Office Staff in the Office room of the department of Computer Science until further decision has been taken by D.C. (iv) As decided in the previous D.C. No. 20/24 dt 5/8/24 and No. 21/24 dt 20.8.24, a letter has been send to appoint Dr. Prabhesh Kr. Singh and Mr. Anab Sadhu as a guest teacher for the following papers MCA 303 & MCA 398 & M.S. 104

and M.S. 304 (M1) respectively. But till now the status of the letter is unknown to the department. ~~On the basis~~ for which the proposed guest teachers are unable to conduct their respective classes. On the basis of this scenario, department has decided to write a letter ^{directly} to the Hon'ble Vice Chancellor for their approval.

 27/09/24

ASUS

Notice

Date: 30/10/2023

A D.C meeting will be held on 04/11/23 in the chamber of H.O.D to discuss the following agenda

Agenda-1. Discussion regarding feedback response of the students.

Miscellaneous.

Bandyopadhyay
30/10/23

~~for~~
notes

Chatterjee
30-10-23

Resolution-1. resolved that the draft resolution of the meeting held on 21/8/23 is read and confirmed.

The members of D.C discussed thoroughly about the feedbacks of students and unanimously ~~decided~~ decided to generate innovative ideas among students and providing updated information.

Meeting ended with vote of thanks to the Chair

Bandyopadhyay
04/11/23

~~for~~
notes

Chatterjee
04-11-23

Geography

DC Meeting

Date - 30/9/24

Faculty members present in the Departmental Committee meeting held today at HoD. Chamber to discuss on the Action taken report on Students feed back and Miscellaneours.

Members present in the Meeting

1. Prof Ashis Kr Paul
2. Prof Ramkrishna Maity
3. Prof. Nilanjana Das Chatterjee
4. Dr. Prosenjit Acharya
5. Dr. Kaunik Ghosh

[Signature] 30.09.2024
[Signature] 30/9/2024
[Signature] 30/9/24
[Signature] 30/9/24

Resolution :

Reports available to the teachers were discussed in detail. The average score of the teachers is satisfactory. Schemes for further development were discussed in the meeting.

It was noticed that in the last academic session participation of student in the feed back process was very poor. We discussed the matter in the DC meeting dated 21.10.2023. Accordingly we discussed it with the students. As a result this year 58 students ^(1V Sem) participated out of 67 students and 68 students (70 approx) participated in the feed back ~~exam~~ process.

Bio Medical

20-172

01/10/24

Members Present

- 1) Prof. Subhas Ghosh
- 2) Dr. Chandra Mallick
- 3) Dr. Sandip Chattopadhyay
- 4) Dr. Surjit Das

Ats... 01/10/24
01/10/24
01/10/2024
das, 01/10/24

Agenda:

- 1) Discussion about the Action taken on the basis of the teachers' evaluation by students of 2nd and 4th Semester.
- 2) No Permission regarding Project Proposal Submission by the Faculty members.

Resolution:

- ① Confirmation of previous meeting
- ② Action taken report:
D.C. discussed the issues such as no. of classes and coverage of syllabus
(i) 90% of the allotted classes has been taken since the inception of 3rd semester, (ii) 60% of the syllabus completed by the faculty members, (iii) On this sem., the class conduction is better than previous semester, (iv) DC, -171 already resolved the involvement of several external experts for special lectures and guest teacher classes, (v) Class attendance of students has been improved by due to reg. regular classes strict regulation for attendance executed by the dept. by publishing the percentage of attendance in a regular interval, (vi) HOD verbally requested to Hon'ble V.C for allotting teachers from CDOE in BMLSM in a full-time manner

It is resolved that dept. has no objection for submission of project proposals by the faculty members for next two years, i.e., up to 30.09.2026.



VIDYASAGAR UNIVERSITY

DEPARTMENT OF ZOOLOGY

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

Action Taken Report (ATR) of the student's feedback regarding evaluation of teachers of the Department of Zoology for the session 2023-2024

After a threadbare discussion critical analysis of the student's feedback in the departmental committee meeting held on 26.09.2024 (Meeting no. ZOO/DC/07/2024 Dated: 26.09.2024) the following observations have been made which are required to be used in achieving better results.

1. On analyzing the feedbacks received from the students of M. Sc. Semester II and IV, 2023-24 regarding the overall performances of the different teachers of the Department, it was found that all teachers had extended their best contribution towards the elevation of the academic standard of the Department in general and aspiring students in particular
2. The teachers of the department are advised to pay more attention to fulfill the requirements of students to their utmost satisfaction levels, especially on their identified lapses (marks obtained less than '4' in the respective evaluation criteria), if any pointed out by the students and strive to achieve more success in discharging their responsibilities in the coming sessions. All faculties were also of the same opinions with regard to maintaining their own standard (marks obtained more than '4')
3. The students expressed their views in general to experience more practical classes; field oriented training and also gets more relevant academic materials, especially supports from the library.
4. The departmental committee has stressed upon more on the regularity of taking classes as well as completion of maximum parts of the syllabus as per as possible,
5. The departmental committee like previous years also expressed deep concern of not filling up the existing vacancies of both teaching and non-teaching staffs in order to render more effective services towards fulfilling the expectations of the students

Priyanka Halder Mallick
26.9.24,

Dr. Priyanka Halder Mallick
H.O.D., Zoology

HEAD
Department of Zoology
VIDYASAGAR UNIVERSITY
Midnapore-721102, W.B.



VIDYASAGAR UNIVERSITY
MIDNAPORE-721102, WEST BENGAL, INDIA
DEPARTMENT OF HUMAN PHYSIOLOGY

Date: 04/09/24

Teachers' Evaluation; Students' feedback: ATR

Date	Important points of Teachers' Evaluation	Action taken by DC
	1. Regularity of classes	1. Initiatives have been taken for maintaining regularity of classes. Teachers are requested to take Routine-wise allotted classes.
	2. Quality of Lecture	2. The DC resolved that every teacher will try to maintain his/her quality of teaching by which the students may be flourished in their subject Knowledge.
	3. Thorough covering of syllabus	3. Teachers are requested to take routine-wise and Extra classes for covering of syllabus.
	4. Providing updated information	4. Every teacher of the department is directed to update information's in their teaching materials by which students may be successful in the NET, SET and other competitive examinations.
	5. Providing advanced references of books, articles recommended reading on the course	5. The DC resolved that every teacher will provide advanced references of books, articles and study materials to students regularly.
	6. Returning the evaluated script of the internal assessment within a reasonable time	6. Teachers are requested to evaluate the answer scripts of internal assessment properly and discuss the evaluated scripts with the students within a reasonable time.


4/9/24

DR. SANDIP KR. SINHA
HOD
Department of Human Physiology
VIDYASAGAR UNIVERSITY

DR. SANDIP K. SINHA
HOD
Department of Human Physiology
VIDYASAGAR UNIVERSITY

23/24


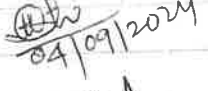
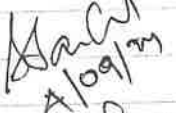

Date: 04/09/24.

An urgent DC meeting was held at the Dept. of Human Physiology, chamber of HOD room, dated on 04/09/24 from 3pm onwards to discussed the following agenda—

* Agenda—

- ① Confirmation of the last meeting
- ② Organised the one day seminar on "Sir Ronald Ross" Oration.
- ③ Guest teacher for special paper "Microbiology and Immunology"
- ④ Donation of Rs. One Lacs in the name of N M Basu memorial lecture.
- ⑤ Misc. if any?

* Members present:

- ① Dr. Sandip Kr. Sinha, HOD. :  4/9/24
- ② Prof. Chandradipa Ghosh, Member : Absent.
- ③ Prof. Sujata Maiti Choudhury " :  04/09/2024
- ④ Dr. Sumana Sankhel " :  4/09/24
- ⑤ Dr. Soumyabrata Banerjee " :  4/9/24

* Resolution:

- ① The proceedings of the last meeting was confirmed.
- ② Regarding One day "seminar entitled" "Sir Ronald Ross Oration" lecture will be proposed during the last week of September' 2024. In this oration lecture, department invite Prof. Mahitosh Mandal, Professor, School of Medical Science and Tech.

IIIT, Kharagpur, India. In this context, Prof. Mondal is to be invited as a 'Key' speaker in this oration lecture.

③ About guest teacher appointment for Microbiology and Immunology special paper, Prof. Chandradipa Ghosh proposed the name of Dr. Prithwisaj Mukherjee, faculty, Department of Physiology, RNK Women's College (Autonomous), Paschim Medinipur. DC members allow him as a guest teacher with UGC as well as Vidyasagar University rules and regulation.

④ Prof. Jushan Kanti Ghosh, Retd. Prof. Department of Physiology, University of Calcutta and Treasurers of "Prof. N. M. Basu Memorial trust" proposed for a donation to the department for organizing the "Oration lecture" in the name of 'N. M. Basu Memorial Orations' every year. All the members of DC are gladly accepted this proposal and donation. The total amount of donation is Rs. 1,00,000/- (One Lac only). This total amount will be deposited to the University account and the oration lecture will be conducted with the help of yearly interest from total deposited money. All the financial transaction will be arranged by the proper guideline of finance department of the University.

⑤ Regarding misc. agenda, one LCD projector will be installed (through roof stand) in the HOD room for any official or academic presentation purpose forever. All the DC members are happy and gladly accepted for this type of ^{infrastructure} development of HOD room.

- Discussion on ATR of Students' feedback on teacher's evaluation -

Students' feedback report on teacher's evaluation is discussed thoroughly in the DC meeting and suitable measures will be taken -

- i) Regularity of classes.
- ii) Quality of class room lectures
- iii) Proper covering of syllabus throughout the session.
- iv) Providing updated information regarding the subject.
- v) Providing advanced references of books, articles recommended regarding the course
- vi) Returning the evaluated script of the internal assessment within a reasonable time.

Discussion on the above said points are done and action will be taken by the DC.

- Regarding requirement of space allotment also discussed and that was informed to our Hon'ble VC sir through Development Officer, Vidyasagar University.

Lastly the meeting was ended with giving thanks to all the members from the Chair of DC, Human Physiology, VU.


A/9/24

DR. SANDIP KR. SINHA
HOD
Department of Human Physiology
VIDYASAGAR UNIVERSITY



DEPARTMENT OF ANTHROPOLOGY
VIDYASAGAR UNIVERSITY, MEDINIPUR 721102
Telephone: (03222) 298 398
Fax: (03222) 275329 • E-mail: VIDYA295@SANCHARNET.IN

Ref. No. 2002/Anth. / OC/24

21.10.24

To
The Director
IQAC
Vidyasagar University
Midnapore

Sub. ATR on Students' Feedback

Dear Sir,

In connection with the above subject, I would like to inform you that the students' feedback as received by the respective faculties was thoroughly discussed in the DC meeting held on 12.09.24 under agenda no.4. The lacunae were identified. The relevant matter was also discussed in the Teacher- Student committee meeting in appropriate manner on 05.09.2024. The opinions of the students were recorded. The measures required in this regard have been initiated. The salient points of Action Taken Report (ATR) are given below.

'Action Taken Report (ATR)

1. Extra classes for doubt clearing with special emphasis on slow learners.
2. "Journal Club" has been started to improve the knowledge base, presentation and communication skills of the students.
3. Additional and advanced study materials and references will be provided to the students.
4. Regularity of the classes and timely return of the examined answer scripts of Internal Assessment will be more emphasized.
5. Mentor – mentee list has been prepared.'

This is for your perusal and necessary action.

With regards,

Yours sincerely,


(Prof. Sumahan Bandyopadhyay) 21/10/24

HEAD
Department of Anthropology
Vidyasagar University
Midnapore - 721102, W.B



VIDYASAGAR UNIVERSITY

MIDNAPORE ❖ WEST BENGAL ❖ PIN 721102

Phone : (03222) 276554 :: 276555 :: 276557 :: 276558 :: 262297

Ref. No.

Date 12.11.24

NOTICE

This is to notify that, a departmental committee meeting will be held on 19.11.2024 at 2.30 pm in the H.O.'s room of depa Sociology department.

Following Agenda:

- 1) Confirmation of the proceeding of the last meeting.
- 2) Fix the internal examination dates of 1st Sem. 2024
- 3) Prepare the list of Mentor - mentee & distribution of 1st Sem.
- 4) Prepare of AQAR.
- 5) Misc.

S.A.H. Mondal 12/11/24

HEAD

Department of Sociology

Vidyasagar University

Midnapore-721102

Fax : (91) 03222, 275329, 264338

e-mail: vidya295@mail.vidyasagar.ac.in // website: <http://www.vidyasagar.ac.in>

Plaboy
12/11/24
18/11/24

Departmental Committee Meeting

19.11.2024

Members present

1. Sanjay 19/11/24
2. Pujare Chatterjee 17/11/2024
3. Sanjay Gupta 19.11.24

HOD took the chair.

Agenda 1 : The Proceedings of the last meeting dated 28.8.24 read out and confirmed.

Agenda 2 : Dates for Internal Assessment for M.A. 1st Sem 24 are as follows:

1st Internal Assessment

Soc/101	SAHM	- 2.12.2024	(Mon)	- 11.30am
Soc/102	AB	- 3.12.2024	(Tues.)	- 11.30am
Soc/103	PC	- 4.12.2024	(Wed.)	- 11.30am
Soc/104	AG	- 5.12.2024	(Thurs)	- 11.30am
Soc/105	MB	- 6.12.2024	(Fri)	- 11.30am

2nd Internal Assessment

Soc/101	SAHM	- 6.1.2025	(Mon)	- 11.30am
Soc/102	AB	- 7.1.2025	(Tues)	- "
Soc/103	PC	- 8.1.2025	(Wed)	- "
Soc/104	AG	- 9.1.2025	(Thurs)	- "
Soc/105	PC	- 10.1.2025	(Fri)	- "

Agenda 3:

Mentor-Mentee list of students to be continued for next 4 semesters from 1st sem to 4th sem (2024-2026)

AB: 1, 4, 8, 12, 15, 18, 22, 26, 29, 33, 36, 39, 42, 45,
P 48, 51 = 16

PC: 2, 6, 9, 13, 16, 19, 23, 27, 30, 34, 37, 40, 43, 46,
49, 52 = 16

AG: 3, 7, 11, 14, 17, 20, 24, 28, 31, 35, 38, 41, 44, 47,
50 = 15

Agenda 4: AQAR has been prepared & to be communicated
to IQAC.

Misc: In millions item we discuss the students-Teacher
Feedback.

HOD initiated the discussion on Students-feedback
of teachers 2023-2024 academic session. He reviewed
& discussed the reports of each faculty and take note
of strengths & weaknesses. Further involved that
that the faculties will discuss the feedback report
of the students with the students.

ATR on students feedback.

2nd Sem 2023-24 —

SAHM - Average - 4.09, Highest - 4.29 Regularity of
Lowest - 4.03 Rating of Syllabus classes

P

PC - Average - 4.09, Highest - 4.4 Regularity of
Lowest - 3.77 Rating of Syllabus classes

AG - Average - 3.93 Highest - 4.06
3.8 Lowest - 3.71 Overall
assessment of
teacher

4th Sem 2023-24

SAHM - Average score : 4.02

Highest score - Master course of syllabus 4.22

Regularity of classes - 45

Lowest score - Providing advanced information 3.81

P.C. - Average Score : 4.13

Highest : 4.41 Quality of Lecture

Lowest : 3.88 Providing advanced references of books, articles, online lectures & e-content etc.

A.G. - Average - 3.77

Highest - 3.69 Providing updated information

Lowest - 3.41 Returning the evaluated script of the internal

Dr. Pujasree Chatterjee and Ananta Gupta proposed to organise an add course of 30 hr named N.G.O Management in the coming 4th semester, Jan 2025.

S.A.H. Nomade

15/11/24

An Emergency Departmental Committee Meeting dated: 03.10.2024

Members present:

1. Prof. Papia Gupta
2. Prof. Tapan Kumar De
3. Prof. Jhadeswar Ghosh
4. Dr. Shewli Dutta
5. Dr. Sreejith K.K.

Agenda:

Feedback response of the students of semester 2 and semester 4 of the session 2023-24

Resolution:


In the DC meeting, members have thoroughly discussed on the feedback response given by the semester 2 and semester 4 students. It is found that overall assessment was satisfactory. Still some points should be taken care of and all the members agreed with this matter.

Sumana Bera

HoD

Department of Philosophy and the Life-world

Vidyasagar University


03.12.24.
HEAD
Department of Philosophy
and the Life-world
- VIDYASAGAR UNIVERSITY
Midnapore-721102, W.B., India

English

DC meeting on 11/09/2024

Members present

1. Jay Singh
2. Jolly Das 11/09/2024
3. Nicholas Roy 11/09/2024
4. Hermann 11/9/24
5. S.M.P 11/9/24

The students' feedback (from the second & fourth semester in the 2023-2024 academic session) was discussed in the DC meeting.

It was resolved that the department will take an initiative to conduct more tutorial classes to address the problems faced by the students.

It was further resolved that the students will be advised to visit the central & departmental library and the ILMS (Institutional Learning Management System) for study materials.

PPTs, video lectures by inhouse faculty members as well as professors of national/international repute who retired from other universities.

The students are also advised to follow the video lectures on Youtube in Vidyasagar University Official channel.



Joyjit Ghosh Faculty, English <joyjitghosh@mail.vidyasagar.ac.in>

Emergency meeting on 11.09.2024

3 messages

Joyjit Ghosh Faculty, English <joyjitghosh@mail.vidyasagar.ac.in>

Tue, Sep 10, 2024 at 2:42 PM

To: "Indranil Acharya Faculty, English" <indranil@mail.vidyasagar.ac.in>, Jolly Das Faculty English <jollydas@mail.vidyasagar.ac.in>, "Debdas Roy Faculty, English" <debdasroy@mail.vidyasagar.ac.in>, "Hemant Kumar Golapalli Faculty, English" <hemantg@mail.vidyasagar.ac.in>, "Shubhendu Shekhar Naskar Faculty, English" <shubhendu@mail.vidyasagar.ac.in>

Dear Colleagues,

We are going to hold an emergency meeting tomorrow (11.09.2024) at 2 pm to discuss the students' feedback.

I request Indranil to send inputs.

Thanks and regards,

Yours sincerely,

Joyjit Ghosh

Dr Joyjit Ghosh

Professor & Head

Department of English Literature, Language and Cultural Studies

Vidyasagar University

Midnapore, WB, India

Library Science

Minutes of the Proceedings of the Meeting of the Department of Library and Information Science, held on 25.09.2024

Members Present:

Prof. P K Jana

Prof. Durga Sankar Rath

Dr. Soumen Mallik

Dr. N Bhattacharya Sahu

Dr. B Dutta

Dr. Ajimuddin SK

~~Prof. P K Jana~~ 25.09.2024

~~Prof. Durga Sankar Rath~~ 25.09.2024

~~Dr. Soumen Mallik~~ 25/09/2024

~~Dr. N Bhattacharya Sahu~~ 25-9-2024

~~Dr. B Dutta~~ 25/09/2024

~~Dr. Ajimuddin SK~~ 25/09/24

Agenda 1: Confirmation of the Proceedings of the Last D.C.

Meeting held on 15.07.2024.

Resolutions of the D.C. Meeting held on 15.07.2024 are read and confirmed.

Agenda 2: Formation of Selection Committee for the Post of Project Assistant in the Indian Institute of Technology (IIT) - Indore Sponsored Project entitled "Two Decades of Anthropocene Research: A Scientometric Analysis," Dr. Bidyarthi Dutta as Principal Investigator (PI).

It is resolved that a Selection Committee consisting of following Four Members (4 members) is to be formulated to carry out the selection procedure of the post of Project Assistant. The members are:

A) PI of the Project - Dr. B. Dutta

B) External Expert - Prof. Amitabha Chatterjee

C) One Professor from the Department of LIS, VU - Prof. Dr. Rath

D) Head of the Department - Dr. S. Mallik

Agenda 3: Action Taken Report (ATR) regarding

Measurement of Tonolox's in Students:

Student's feedback and duly forwarded by to the individual faculty members by the IQAC of our University.

After sharing the report of all the faculty members it is resolved that unanimously to further introspect into the individual issues in the teacher-Student Meeting in the presence of the mentors.

It is also resolved that necessary measures be adopted so that the learners' issues be ironed out in the forthcoming Academic Sessions.

Soumen Mallik 25/09/2024



VIDYASAGAR UNIVERSITY
MIDNAPORE-721102, WEST BENGAL, INDIA
DEPARTMENT OF COMMERCE

**ACTION TAKEN REPORT ON STUDENT'S FEEDBACK FOR THE ACADEMIC
SESSION 2023-2024**

The feedback reports given by the students of the second and fourth semester for 2023-2024 were thoroughly discussed by the faculty members at the personal level and also in the meeting of the Departmental Committee held on 27.9.2024. It was observed that the overall performance of all the faculty members based on the given feedback is very satisfactory. However, still there are few aspects that can be further improved with respect to the syllabus content and making it more industry-oriented. The members opined that as issues in Commerce continuously change, necessary action had been taken in the past by updating the syllabus and will be done again to imbibe students with the employability skills.

Abhijit Sinha

27/9/2024

Head
Dept. of Commerce
Vidyasagar University
Midnapore - 721102



Department of Economics

VIDYASAGAR UNIVERSITY

Midnapore, West Bengal, India, Pin 721102


Ph. No.: Department: (03222) 298-322 (Centrex-322);

University: (03222) 276554 / 276555 / 276557 / 276558

Fax: (91) 03222 – 275329 / 275297 Email: Vidya295@mail.vidyasagar.ac.in

.....
Action Taken Report out of the Students' Feedback of the Department of Economics,
2023-24

The Departmental Committee members discuss among themselves the feedback given by the students of Semester II and Semester IV for the session 2023-24. It is observed from all the reports that all the evaluated faculty members have secured the average score of more than 4 (very good) in both the semesters. However, it is noted that there is scope of further improvements in the following items, "providing updated information", "returning answer scripts of internal examination", and "rating of syllabus". Following the resolutions the concerned faculty members have started sharing updated information to the students on the related topics of the syllabus they are assigned to. In addition, the faculty members also included some of the topics in their assigned syllabus in order to provide some skill enhanced tools for the students to be better fit for future academic career.


04.10.2024

Head
Department of Economics
Vidyasagar University
Midnapore - 721102, W.B.

Action Taken Report on Students' Feedback for Teacher Evaluation.

Date: 08.09.2024 (Action taken in the D.C meeting on this day)

Prepared by: Dr. Uttam Biswas

Program: M.A in Sanskrit

Academic Session: 2023-24

Introduction

This report summarizes the feedback received from students regarding teacher evaluation for the academic session 2023-24. The aim is to evaluate the effectiveness of syllabus delivery and identify areas for improvement based on student insights.

Feedback Summary

1. **Method of Feedback Collection:**
 - Online survey distributed via goggle forms.
2. **Key Areas of Feedback:**
 - **Syllabus Coverage:**
 - Maximum percentage of students felt that the syllabus was not fully covered in the last year.
 - **Clarity of Learning Objectives:**
 - Some percentage of students felt that learning objectives were not clearly communicated.

Action Taken

1. **Review of Syllabus and Course Materials:**
 - The syllabus has been reviewed and revised to ensure comprehensive coverage of all necessary topics.
 - Coverage of syllabus is also improved than previous year all though there is a problem regarding timely admission into M.A.
 - Additional resources and readings have been incorporated to supplement learning.
2. **Clear Communication of Learning Objectives:**
 - Learning objectives have been rephrased and highlighted at the beginning of each corse.
 - A visual guide will be provided to students outlining key concepts and their relevance.
3. **Follow-up and Continuous Improvement:**
 - A mid-semester survey will be conducted to assess the effectiveness of the changes implemented.

Conclusion: The feedback from students regarding syllabus coverage has been invaluable in identifying areas for improvement. The actions taken aim to enhance the learning experience,

ensuring that the course is not only comprehensive but also engaging and clear. Continuous assessment and adjustments will be key to meeting the learning needs of all students.

Next Steps:

- Monitor the effectiveness of implemented changes through follow-up surveys.
 - Encourage an open dialogue with students regarding their learning experience.
-

Uttam Biswas 02/10/2024

Dr. Uttam Biswas

Head

Department of Sanskrit

Vidyasagar University

**Head
Department of Sanskrit
Vidyasagar University**



VIDYASAGAR UNIVERSITY

DEPARTMENT OF BENGALI

MIDNAPORE-721102

PASCHIM MEDINIPORE, W.B., INDIA

Phone: (03222) 276554/276555/276557/276558/262297.

To
The Director
IQAC, Vidyasagar University

Date: 01.10.2024

Subject: ATR for 2023-24

Sir,

I would like to inform you that all are Satisfied with the student's feedback on the performance of the Professors.

In this regard, the departmental committee resolution has been taken on 01.10.2024. It is also reported that very few students gave feedback. Please look into the matter.

Thanking You

Yours faithfully,


11/10/24
(SUJIT KUMAR PAL)

Professor & Head

Department of Bengali

Dr. Sujit Kumar Pal
Professor and Head
Department of Bengali
Vidyasagar University
Midnapore, W.B., India

A Departmental Committee meeting was held at 3.30 p.m. in the chamber of Head under the chairmanship of Dr. P.K. Prasad.

Members present:

1. Prof. Damodar Mishra.
2. Dr. Pramod Kr. Prasad.
3. Dr. S.K. Jayswal.
4. Dr. S.K. Dwivedi.

Attended 12.09.2024
by 12/9/24
Himanshu Mishra 12.9.24
S.K. Dwivedi 12/9/24

1. Proceedings of the previous resolution were read and confirmed.

Action Taken as follows:

Agenda No. ① Fixation of the date of Add on Course finalised. Examination will be held on 30th Sept. 2024.

Agenda No. ② Matter regarding student feedback report 2023-2024 discussed and resolved that Faculty members will do needful as per report as follows:

- i) Faculty member will return the evaluated Scripts
- ii) Teachers will provide updated information.
- iii) Teachers will provide more advanced references of books.
- iv) Teachers will improve quality of lectures.
- v) Faculty members will improve their style of presentation.

Agenda No. ③ There is no agenda to discuss in Misc

Meeting ended with vote of thanks.

12/09/2024
Department of Hindi
Vidya Pratishtha University
Gurgaon, Haryana 122002



VIDYASAGAR UNIVERSITY

Midnapore – 721 102

West Bengal, India

Dept of History

Phone: (03222) 276554

Fax No.: (03222) 275297

Email : hod_history@mail.vidyasagar.ac.in

Web: www.vidyasagar.ac.in

23.09.2024

Action Taken Report on Students' Feedback

The Departmental Committee in its meeting on 19.09.2024 discussed the students' feedback. According to the students' feedback, the faculty members provided sufficient study materials to the students. Accordingly, a Project and Field Study related paper entitled 'Conventional and Non-Conventional Tools of History: Archives, Field Study and Dissertation' is included in the PG Syllabus.

Dr Nirmal Kumar Mahato

Head

Dept. of History

Vidyasagar University

HEAD
DEPARTMENT OF HISTORY
VIDYASAGAR UNIVERSITY



VIDYASAGAR UNIVERSITY

Midnapore – 721 102

West Bengal, India

Dept of History

Phone: (03222) 276554

Fax No.: (03222) 275297

Email : hod_history@mail.vidyasagar.ac.in

Web: www.vidyasagar.ac.in

23.09.2024

Action Taken Report on Students' Feedback

The Departmental Committee in its meeting on 19.09.2024 discussed the students' feedback. According to the students' feedback, the faculty members provided sufficient study materials to the students. Accordingly, a Project and Field Study related paper entitled 'Conventional and Non-Conventional Tools of History: Archives, Field Study and Dissertation' is included in the PG Syllabus.

Dr Nirmal Kumar Mahato

Head

Dept. of History

Vidyasagar University

HEAD
DEPARTMENT OF HISTORY
VIDYASAGAR UNIVERSITY



VIDYASAGAR UNIVERSITY

MIDNAPORE ★ WEST BENGAL ★ PIN 721102

Phone : (03222) 276554 :: 276555 :: 276557 :: 276558

Office of the IQAC
VIDYASAGAR UNIVERSITY
Date.....
Time.....
Signature.....

Ref. No.

Date

The Director, IQAC

Vidyasagar University

Midnapore 721102

19 September 2024

Sub: ATR on Students Feedback (2023-24)

Dear Sir,

In response to your Letter (VU/IQAC/087/2024 dated 03/09/2024) requesting the Action Taken Report (ATR) on Students' Feedback (2023-24), a Departmental Committee (DC) Meeting was held on the 10th September 2024. The DC has unanimously resolved on the following course of action, based on the Students' Feedback (2023-24):

1. Much of our scores have hovered between 'Very Good' (Score: 04) and 'Excellent' (Score: 05). It is our challenge to fetch maximum of the 'Excellent' scores in future.
2. However, the DC has also noted that a significant number of students abstained from participating. For example, in the Second Semester, 69 students had appeared for the final semester examination. Yet, only 37 among them have expressed their feedback.
3. We therefore shall, encourage the students to participate in the feedback process in the big numbers in future; we trust that if students participate in larger numbers, we shall be able to fetch better scores.
4. However, we do not have any control over the fact that the Department is seriously understaffed. Therefore, despite the best of our efforts, this factor threatens to affect the performance of the Department.

For your kind reference, I also attach a copy of the DC Meeting Resolutions.

Thanking you,

Yours sincerely

Dr Sujay Ghosh

HEAD
Department of Political Science
VIDYASAGAR UNIVERSITY
MIDNAPORE-721102, W.B.

Office of the Registrar
VIRGINIA POLYTECHNIC INSTITUTE
DATE: 10/1/71
BY: [Signature]

00076912

Department of Political Science
Vidyasagar University

Midnapore, West Bengal – 721 102.

Telephone: (03222) 275297 / 276554 / 276555 / 276557 / 276558 Fax: (03222) 275329

Notice

03 September 2024

Dear Colleagues,

An Emergency Departmental Committee (DC) Meeting will be held on 10 September 2024 to discuss the following agendas:

1. Confirmation of the Proceedings of the DC Meeting of 11 July 2024.
2. Discussion on the Students' Feedback on our performances and preparing the Action Taken Report (ATR).
3. Discussion on the preparation of the Undergraduate Syllabus.
4. Discussion of the activities of the Alumni Committee.
5. Miscellaneous

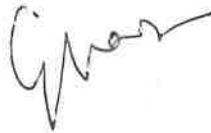
You are cordially invited to attend the Meeting, which will be held at 11.30 AM in the Head of the Department's Room

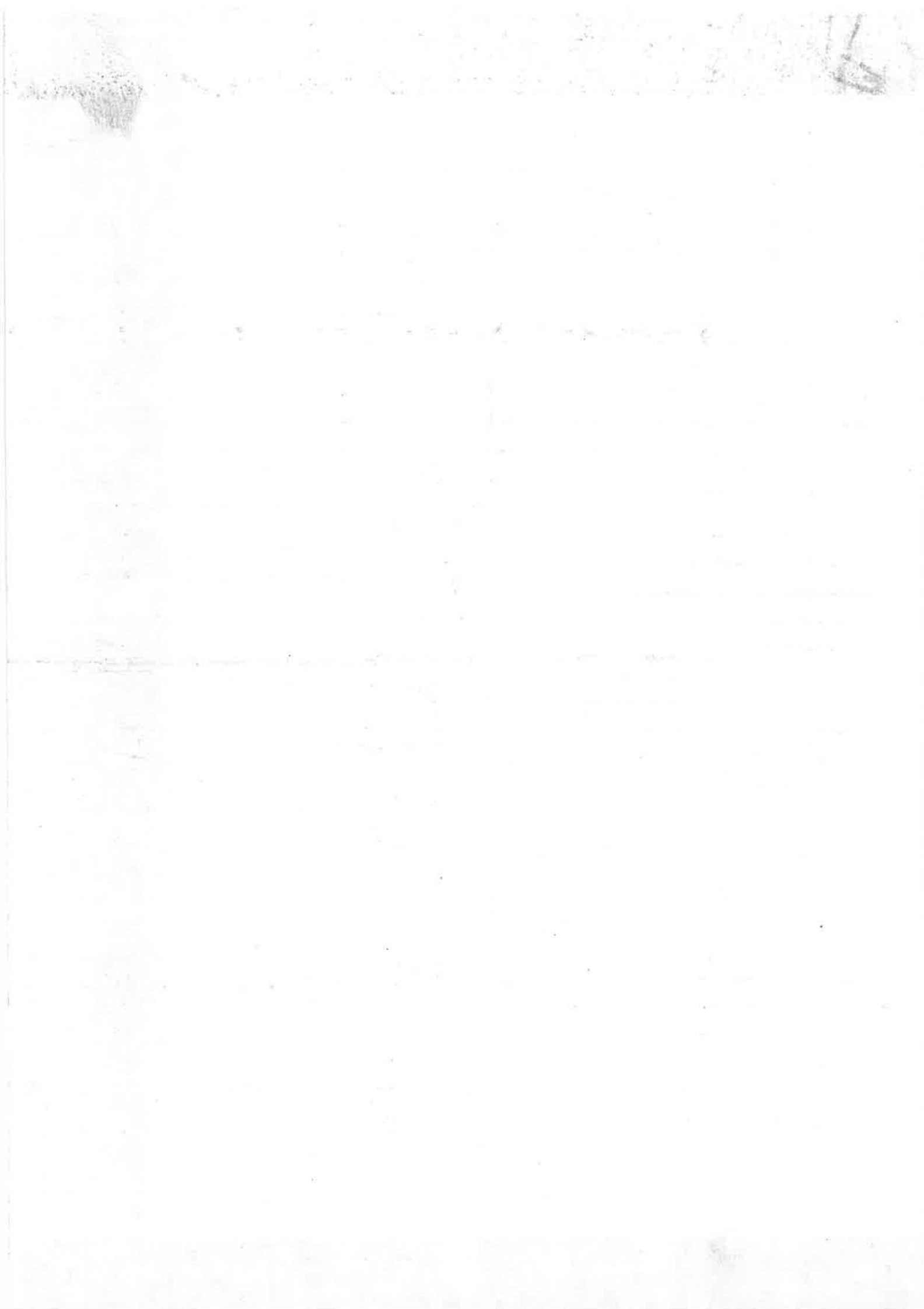


(Dr Sujay Ghosh)

HEAD
Department of Political Science
VIDYASAGAR UNIVERSITY
MIDNAPORE-721102, W.B.

S. Bhattacharya



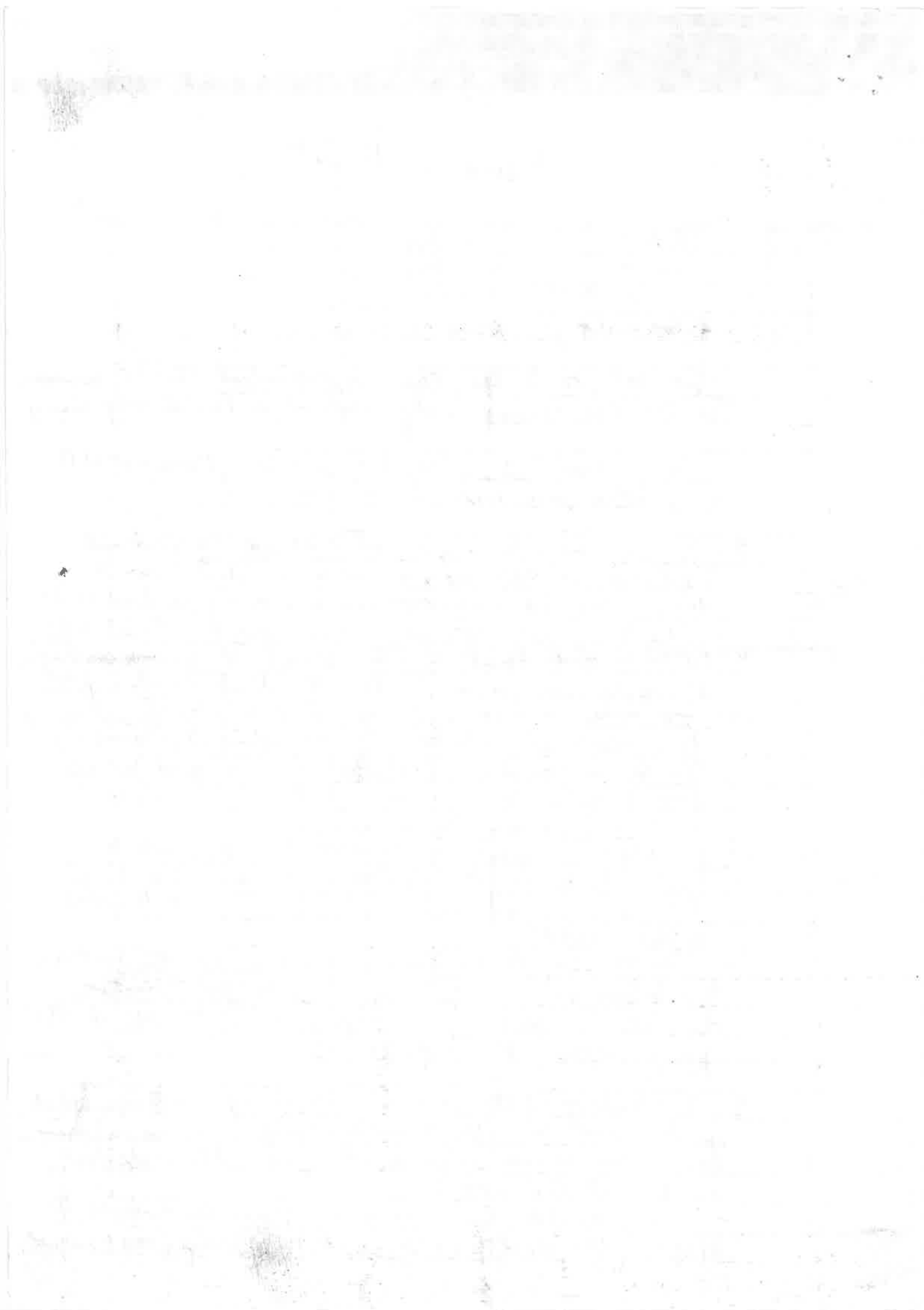


Members Present

1. S. Ghosh 10/9/24
2. S. Ghosh 10/9/24
3. G. Ghosh 10.09.24
4. S. Bhattacharya 10.9.24

The HoD, took the Chair and thanked the DC Members. The DC has unanimously resolved on the following issues:

1. The proceedings of the previous DC Meeting of 11th July 2024 were read out and confirmed.
2. The DC has discussed and analysed the Students' Feedback on our performances in detail. From the discussion, it has been unanimously resolved that:
 - Much of our scores hovered between Point 4 (Very Good) and Point 5 (Excellent). It is our challenge to score maximum of the 'Excellent' points in future.
 - However, we also have noted that a significant number of students have abstained from voting. For example, in the Second Semester, 69 students have appeared for the first Semester examination, but only 37 students have expressed their feedback.
 - We therefore shall, encourage the students to participate in the feedback process. We trust that if more students participate, we shall fetch better scores.
 - However, we do not have any control over the fact that the Department is seriously understaffed. Therefore, despite the best of our efforts, this factor affects the performance of the Department.
3. The Undergraduate Council's Secretary has taken much initiative and there is encouraging progress in fixing the Undergraduate Syllabus. At present, the workflow is decided this way:
 - College teachers have already taken initiatives to prepare the draft syllabus — two teachers are assigned



- for each course/^{seminar} topic paper.
- They shall submit their assignments to the UG Secretary.
- The UG Secretary shall forward the complete set to the Head, Department of Political Science.
- The Head shall forward them to Dr. Syam Khan, Department of Political Science VU.
- Dr. Khan shall divide the entire assignment among himself, Dr. Sujay Chak and Dr. Swati Bhatta Bhattacharya of the Department of Political Science, VU, for editing each paper.
- A workshop will be held, the edited version of paper will appear be presented there for the final syllabus.
- 4. The Alumni Association, Department of Political Science, VU reports some encouraging developments. A range of activities will be initiated;
 - Organising lecture series
 - Organising memorial lecture
 - Film screening
 - Offering free coaching services for pre preparation for NEET/SET examination, since entrance examination and etc.

Miscellaneous:

- Dr. Sujay Chak has expressed desire to conduct field studies, to be reimbursed from his PRG grants.
- Special Lecture shall be organised, by inviting senior social scientists.

There being nothing else to discuss, the Meeting ended with thanks to and from the Chair.

Sukanta 10/9/24
 HEAD
 Department of Political Science
 VU
 BHARATI UNIVERSITY

