

THE WEST BENGAL NATIONAL UNIVERSITY OF JURIDICAL SCIENCES

Minutes of the Internal Quality Assurance Cell (IQAC) Meeting held on 25 August 2022 in Room No. 107 at 5:00 p.m.

The following members were present in person in the meeting with the Hon'ble Vice Chancellor as the Chair:

Prof. (Dr.) Sandeepa Bhat B. – Co-ordinator, IQAC
Prof. (Dr.) Kavita Singh – Member
Dr. Sarfaraz Ahmed Khan – Member
Dr. S. K. Chakraborty - Member
Dr. Shameek Sen – Member
Dr. M. P. Chengappa – Member
Mr. Abhiroop Mukherjee - Member
Mr. Tanmay Roy – Member

The following members were absent:

Shri Manish Jain, IAS – Principal Secretary, Departments of School Education & Higher Education, Govt. of West Bengal
Mr. Ujjwal Kanti Karan, Executive Engineer, Bidhannagar Municipality
Prof. (Dr.) Sreenivasulu N.S. - Member
Dr. Bikramjit De – Member
Ms. Malobika Sen - Member
Mr. Divyanshu Singh – Member
Mr. Nishant Beniwal - Member

The Hon'ble Vice Chancellor welcomed all the members who were present in the meeting.

Following points were discussed and disposed of:

Agenda No. 1

Approval of Minutes of the last meeting held on 16 April 2022

Resolution:

All the members of the IQAC have approved the Minutes of the IQAC Meeting held on 16 April 2022.

Agenda No. 2

Report on actions taken:

(i) Minutes of meetings & Academic Calendar uploaded in the Website

It has been reported that the Minutes of the last meeting of the IQAC and the Academic Calendar of 2022-2023 had been uploaded in the University Website. Members took note of this.

(ii) Minutes of the last meeting is placed before the Academic Council and the Executive Council

It has been reported that the Minutes of the last meeting of the IQAC which was held on 18 April 2022 was placed before the 43rd Academic Council Meeting and the 83rd Executive Council Meeting held on 28 June 2022 and 25 June 2022 respectively. Members took note of this.

(iii) Participated in NIRF ranking

It has been reported in the meeting that the University participated in NIRF Ranking 2022. As per the ranking published by the Ministry of Education, Government of India, the University stands at No. 5. Members took note of this.

(iv) A Faculty Development Programme (FDP) was held from 23 April to 30 April 2022

The Co-ordinator of the IQAC reported that a Faculty Development Programme (FDP) on "Emerging Trends of Legal Education" was organized by the IQAC from 23 April 2022 to 30 April 2022. Members took note of this.

(v) Academic Administrative Audit (AAA) is undertaken

It has been reported that an Academic Administrative Audit (AAA) was undertaken and subsequently approved by the Executive Council. Members took note of this.

(vi) Several value added/skill development courses are being offered to the students in August 2022

It has been reported that altogether 17 (Seventeen) University Authority-approved Value Added Courses are being offered to students from August 2022 onwards. Members took note of this. It is recommended by the IQAC that some courses shall be separated as Skill Development Courses. The details with regard to Value Added Courses and Skill Development Courses are to be uploaded in the University Website.

(vii) Dr. Sarfaraz Ahmed Khan is working on feedback forms

It has been decided that Dr. Sarfaraz Ahmed Khan shall create Google Form and distribute to the following person/s for taking feedback as per details below:

- a) Feedback from Students – Dr. Sanjit Kumar Chakraborty will co-ordinate with the students*
- b) Feedback from Faculty - Dr. Sarfaraz Ahmed Khan will co-ordinate with the faculty members. It has been decided that the Hon'ble Vice Chancellor shall send a Notice to all faculty members to submit the soft copy of feedback by Tuesday (30 August 2022).*
- c) Feedback from Alumni – Dr. Shameek Sen will co-ordinate with the Alumni*
- d) Feedback from Employers – Prof. (Dr.) Anirban Mazumder will co-ordinate with employers*
- e) Feedback from Parents – Mr. Ashim Kundu shall send details of parents' (with email IDs and contact nos.) to Prof. (Dr.) Sandeepa Bhat B. who shall forward the same to the VC's Office. The Google Form link alongwith an email is to be sent to the parents from the VC's Office. It has been decided that Ms. Urmi Mazumder, PA to Vice Chancellor shall send the email to parents.*

It has been decided in the meeting that the last date for submission of feedback is 30 August 2022 (Tuesday).



(viii) Faculty members are informed about the decisions made under Agenda No. 6, 7 & 8 of the previous meeting for taking necessary steps

Reported in the meeting that all the decisions made under Agenda Nos. 6, 7, 8 of the previous meeting of the IQAC held on 18 April 2022 had been communicated to the faculty members. *Members took note of this.*

Agenda No. 3

Joint Research Project initiatives are undertaken

Resolution:

It has been reported by the Co-ordinator of the IQAC that the University Authority has initiated and approved 20 (Twenty) Joint Research Projects in the year 2022. All the members have appreciated the Authority for taking such initiatives. It has been suggested by the IQAC that the Information Officer is to be asked to upload the details of Joint Research Projects in the University Website for wide publicity.

Agenda No. 4

Exploring faculty exchange programme consequent to decision in the last meeting – Developing broad guidelines on the expertise of faculty, time period, financial aspects etc.

Resolution:

It has been resolved that a Sub-Committee will be formed with the following members to suggest the modalities of the faculty exchange programme:

- a) *Dr. Sarfaraz Ahmed Khan – Co-ordinator*
- b) *Dr. Paromita Dasgupta – Member*
- c) *Mr. Agnidipto Tarafder – Member*

The Sub-Committee shall submit the report latest by 25 September 2022.

Agenda No. 5

University incentives to teachers who receive state, national or international recognitions/awards

Resolution:

The IQAC accepted the proposals and decided that the same is to be placed before the Finance Committee for consideration. However, a Sub-Committee will be formed with the following members to suggest the modalities to give University incentives to teachers who receive state, national or international or national recognitions/awards:

- a) *Prof. (Dr.) Sandeepa Bhat B. – Co-ordinator*
- b) *Ms. Ruchira Goswami – Member*
- c) *Mr. Atul Alexander – Member*

The Sub-Committee shall submit the report latest by 25 September 2022.

Agenda No. 6

Data collection for AQAR

Resolution:

It has been decided that the Information Officer to be informed for collecting data for AQAR.

Agenda No. 7

Any other matter with the permission of the Chair

The Chairman of the IQAC informed that an International Conference shall be held in January 2023 where representatives from the BIMSTEC countries shall participate.

The Chairman of the IQAC also informed that two or three journals to be edited by the faculty members as per the UGC Care List requirements. It is to be discussed in the next faculty meeting.

Jandeeep
26/8/2022

Signature of the Co-ordinator

Approved By:

mxenax sabarti
26.08.22

Vice Chancellor