

267



Ramakrishna Mission Vidyamandira

P.O. Belur Math, Dist. Howrah - 711202, West Bengal

A Residential Autonomous College affiliated to Calcutta University
College with Potential for Excellence * Re-accredited by NAAC with 'A'
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Ref.No. VM/GB/2016-17/2

18 January 2017

GOVERNING BODY MEETING NOTICE

Dear Swami/Sir,

A meeting of the Ramakrishna Mission Vidyamandira Siksha Parishad (Governing Body of the college) will be held on **27 January 2017 at 10 am** to consider the following agenda. Your presence at the meeting is earnestly solicited.

Venue: VIDYAMANDIRA MEETING ROOM

Yours sincerely,
Swami Divyananda
(Swami Divyananda)
Secretary

Agenda:

1. (a) Confirmation of the proceedings of the last meeting held on **27 September 2016**.
(b) Business arising out of the above
(c) Ratification of resolutions adopted by circulations
2. (a) Audit Report and Audited Accounts (by Auditors appointed by Higher Education Dept, Government of West Bengal, for the financial year 2015-2016
(b) Monthly statement of accounts for September 2016 – December 2016
3. Confirmation of Non-teaching Staff Members : Sambhunath Dolui, Rabiranjana Roy, Jahar Ray
4. Post-retirement benefits etc of teaching and non-teaching staff members
5. Creation of new teaching posts
6. Creation of new non-teaching staff
7. Filling up of vacant non-teaching posts
8. Case of Dr. Nirmalendu Bikas Sinha – recommended by West Bengal College Service Commission for the post of Asst Professor, Dept of Electronics of this college
9. Semester results (Semesters 1, 3, 5)
10. Reporting on Government Fund
11. Appointment of teachers recommended by West Bengal College Service Commission
12. PF Matters
13. Leave Matters
14. Creation of Endowment
15. Reporting : Platinum Jubilee Celebration
16. Any other matter with the permission of the Chair

a) AKG in Purification
b) HOD in P.D.H. Sec
c) ITI in Lib. case
d) In Jaker approval

Meeting No. 256

268

27 January 2017

A meeting of the Ramakrishna Mission, ^{Vidyamandira} Shiksha

Parishad (Governing Body) is being held on

27 January 2017, Friday, at 10 am at Vidyamandira

Meeting Room.

Sl. No.	Name	Signature
1.	Swami Suparnanandaji Maharaj	Swami Suparnanandaji
2.	Swami Divyanandaji Maharaj	Swami Divyananda
3.	Swami Tattvasaranandaji Maharaj	Sw. Tattvasarananda 27-01-17
4.	Swami Shastripranandaji Maharaj	Shastriprananda
5.	Swami Ekachittanandaji Maharaj	Ekachittananda
6.	Br. Pavitrachaitanya	Pavitrachaitanya 27/01/17
7.	Swami Atmapriyanandaji Maharaj	
8.	Prof. Sabyasachi Basu Ray Chaudhury	Sabyasachi Basu Ray Chaudhury 27/01/17
9.	Prof. Samir Das	
10.	Prof. Madan Mohan Majumdar	Prof. Madan Mohan Majumdar 27-1-17
11.	Subhanakar Ray	Subhanakar Ray 27/01/17
12.	Santanu Maitra	Santanu Maitra 27/1/17

**Proceedings of the Governing
Body Meeting of Ramakrishna
Mission Vidyamandira held on 27
January 2017**

1. a. The proceedings of the last meeting dated 27 September 2017 were read and confirmed.

b. Business arising out of the above:

Nothing specific arose out of the above proceedings.

c. The following resolutions passed by circulation were read out and confirmed:

- ❖ Resolutions dated 3 October 2016 on approval of joining of Ranjit Das, Asst Professor, Dept of Electronics and Santu Kandar, Asst Professor, Dept of Philosophy
- ❖ Resolutions dated 16 November 2016 on i) Appointment of Uttam Kumar Ghorai to the post of Asst Professor in the Department of Industrial Chemistry, ii) Appointment of Arindam Sarkar to the post of Asst Professor in the Department of Computer Science, iii) Appointment of Atanu Mondal to the post of Asst Professor in the Department of Computer Science
- ❖ Resolutions dated 25 November 2016 on approval of joining of Atanu Mondal, Asst Professor, Dept of Computer Science, Arindam Sarkar, Asst Professor, Dept of Computer Science and Uttam Kumar Ghorai, Asst Professor, Dept of Industrial Chemistry, ii) Leave Encashment benefit for Sanjay Bera, Ex-kitchen staff
- ❖ Resolutions dated 5 December 2016 on i) Post Retirement benefit of Jati Sankar Chatterjee, Associate Professor, Dept of Political Science and filling up the vacancy created thereby, ii) M.Phil./Ph.D. benefit of the teaching staff as per the Government orders, iii) Appointment of Sri Krishanu Dey to the post of Librarian, iv) CAS benefit of Dr Santanu Dey, Dr Swapan Kumar Ghosh and Dilip Kumar Mondal, v) Additional increment of arindam Sarkar, Uttam Kumar Ghorai and Atanu Mondal
- ❖ Resolutions dated 21 December 2016 on lien leave to Dilip Kumar Mondal, Librarian

2. (a) Audit Report and Audited Accounts by Government-appointed Auditor for the financial year 2016-2017 :

The **Audit Report and Audited Accounts** (audited by the Auditor appointed by the Department of Higher Education, Government of West Bengal) including Balance Sheet, Income and Expenditure Accounts, Receipts and Payments Account and the relevant schedules for the financial year 2016-7 ended 31 March 2016 were placed before the meeting and adopted.

(b) Monthly statement of accounts for September 2016 – December 2016 :

The **monthly statements of accounts** for the months from September-December 2016 were placed before the Governing Body and passed subject to audit.

3. Confirmation Non-teaching Staff: Sambhunath Dolui, Rabiranjana Roy, Jahar Ray, Jahar Ray.

RESOLVED THAT the services of the following non-teaching staff member be confirmed; his contribution to Provident Fund be deducted from his salaries (from the date of appointment) and deposited to the Howrah Treasury II:

Name	Designation	Date of Appointment	Date of Confirmation
Sombhu Nath Dolui	Library peon	05/10/2015	05/10/2016

The Governing Body expressed the hope that the employee, whose service was confirmed w.e.f. the above mentioned date and will continue to work in the college with dedication and sincerity in conformity with the norms and rules of this residential college under Ramakrishna Mission.

RESOLVED THAT the services of the following non-teaching staff member be confirmed; his contribution to Provident Fund be deducted from his salaries (from the date of appointment) and deposited to the Howrah Treasury II:

Name	Designation	Date of Appointment	Date of Confirmation
Rabi Ranjan Roy	Lab. Attendant (Microbiology)	05/10/2015	05/10/2016

The Governing Body expressed the hope that the employee, whose service was confirmed w.e.f. the above mentioned date and will continue to work in the college with dedication and sincerity in conformity with the norms and rules of this residential college under Ramakrishna Mission.

RESOLVED THAT the services of the following non-teaching staff member be confirmed; his contribution to Provident Fund be deducted from his salaries (from the date of appointment) and deposited to the Howrah Treasury II:

Name	Designation	Date of Appointment	Date of Confirmation
Jahar Roy	Lab. Attendant (Computer)	05/10/2015	05/10/2016

The Governing Body expressed the hope that the employee, whose service was confirmed w.e.f. the above mentioned date and will continue to work in the college with dedication and sincerity in conformity with the norms and rules of this residential college under Ramakrishna Mission.

4. Post-retirement benefits etc of non-teaching staff member :

The Principal reported that Sri Sanjay Bera, Ex-Kitchen Attndt. (Unit-IV). of this college Hostel, retired w.e.f. 1 October 2016.

The Governing Body wished him peace and happiness in his post retirement period.

RESOLVED THAT all post-retirement benefits (Provident Fund dues, Pension, Gratuity etc.) of the above staff member be paid, and that the Principal be authorized to move the Government in this regard.

CONSIDERED the leave account of Sri Sanjay Bera from the date of commencement of his service to the date on which he retired, as per the admissible number of days for encashment of earned leave.

In this connection, RESOLVED THAT the recommendation for encashment of the earned leave (300 days) credited to Sri Sanjay Bera be approved and that the Principal be authorized to move the state Government in this regard.

RESOLVED FURTHER THAT the Principal be authorized to take necessary steps to fill in the vacancy caused by the retirement of the above employee of the college.

5. Creation of new Teaching Posts :

The Principal reported that a number of departments are suffering from the scarcity of teaching faculties. He stated that some departments require creation of new teaching posts as per the Government rule. Following table shows the requirement.

Sl No	Subject taught	H	G	PG	Whether self financing	Admissible whole time teaching posts following 4/5/7/6/9* norms	Sanctioned whole time teaching posts	Excess teaching posts	New posts required to be created	Total PTT	No of CWTT
	Chemistry	Y	Y	Y	No	9	7	0	2	0	0
	Microbiology	Y	-	-	No	7	4	0	3	2	0
	Computer Science	Y	Y	-	No	7	3	0	4	0	0
	Industrial Chemistry	Y	-	-	No	7	2	0	5	0	0
	Bengali	Y	Y	Y	No	7	6	0	1	0	0
	Philosophy	Y	Y	Y	No	6	4	0	2	0	0
	Zoology	-	Y	-	No	2	0	0	2		0
	TOTAL								19		

Resolved that, the Principal be authorized to move the Department of Higher Education for creation of new teaching posts according to the table mentioned above.

6. Creation of New Non-teaching Posts :

The Principal reported that a number of departments are suffering from the scarcity of non-teaching staff-members. He stated that hence, the college requires creation of

new non-teaching posts as per the Government rule. Following table shows the requirement.

SI No	Name of Post	H	G	PG	Whether self financing	Admissible whole time non-teaching posts following total number of students more than 750	Sanctioned non-teaching posts	New posts required to be created
1	Clerk	-	-	-	-	3	2	1
2	Peon	-	-	-	-	3	2	1
3	Industrial chemistry Lab Attendant	Y	-	Y	No	2	1	1
4	Zoology	-	Y	-	No	1	0	1
	TOTAL							4

Resolved that, the Principal be authorized to move the Department of Higher Education for creation of new non-teaching posts according to the table mentioned above.

7. Filling up of vacant non-teaching posts :

The Principal reported that 8 non-teaching posts are lying vacant and this is causing serious problem in the entire functioning of the college.

Therefore **RESOLVED** that, the Principal be authorized to move the Government for filling up following 5 vacant posts of non-teaching staff.

NAME OF POST	VACANCY WITH DATE OF OCCURRENCE
PEON	VACANCY 1 - 01.02.2012
SWEEPER/JAMADAR	VACANCY 1 - 01.03.2013
LAB ATTENDANT : PHYSICS	VACANCY 1 - 01.03.2012
LAB ATTENDANT : CHEMISTRY	VACANCY 1 - 01.02.2008
LIBRARY PEON	VACANCY 1 - 01.02.2010
Total	5

8. Case of Dr. Nirmalendu Bikash Sinha – recommended by West Bengal College Service Commission for the post of Asst Professor, Dept of Electronics of this college :

The Principal reported that Dr. Nirmalendu Bikash Sinha was recommended by the West Bengal College Service Commission vide letter no. 56/Elec.sc/CU/Recom/CSC/16 dated 08.09.2016 for the post of Asst Professor in the Department of Electronics of this college. Consequent upon this recommendation, the Secretary of the college issued above-mentioned candidate the appointment letter bearing the ref no. WB/CSC/ELEC/NBS/2016 dated 28 September 2016. Dr. Sinha received this letter on 01.10.2016. Meanwhile, Dr Sinha sent an written appeal to the D.P.I. of Govt of West Bengal for getting assurance of his pay protection and service continuation after his joining to this college as he is presently an Associate Professor in the Dept of Electronics and Communication Engineering in College of Engineering & Management, Kolaghat (CEMK). He has further sent a request through an e-mail dated 03.10.2016 for giving his some extra time to join so that he can get the official assurance from D.P.I. regarding his pay protection. Although, the college did not give any official extra time to join as per his request, however, considering the dearth of such candidate (G-PH) in the panel of Electronics of WBCSC, the college decided to wait a little more. But as there was no response from Dr Sinha till 31 December 2016, the Principal sent a letter to the Secretary of Higher Education Department on 5 January 2017 stating his case and requesting the action to be taken thereby. The Principal further sent a letter to the Secretary, WBCSC dated 17 January 2017 mentioning the case of Dr. Sinha. Further, the Principal sent another letter to Dr. Sinha on 20 January 2017 stating the entire situation and requesting him to join taking leave on lien from his present college. The responses from DR. Sinha. Secretary, Higher Education Department and Secretary, WBCSC are yet to reach us.

9. Semester results (Semesters 1, 3, 5) and performance of the students in other examinations

The Principal placed before the committee the synopsis of the final semester results of 1st, 3rd and 5th semesters of undergraduate courses and 1st and 3rd semesters of postgraduate courses. The Governing Body expressed their pleasure in the excellent performance of the students.

10. Reporting on Government Funding :

The Principal reported on the receipt and expenses in relation with the financial assistance from different governmental agencies as mentioned in the following table :

<u>Sl. No.</u>	<u>Name of the Grant</u>	<u>Amount Sanctioned</u>	<u>Amount Received</u>	<u>Expenses Incurred</u>
1	CPE Recurring	4,56,000.00	4,56,000.00	3,91,103.00
2	UGC Grant Seminar			
	Chemistry	1,50,000.00	1,20,000.00	98,914.00
	English	1,00,000.00	80,000.00	00.00
	Physics	1,50,000.00	1,24,650.00	1,24,774.00
	Math	1,50,000.00	1,24,400.00	96,773.00
	Spiritual	1,00,000.00	87,260.00	52,696.00
3	UGC MRP			

	Manas Ranjan Bhowmik	2,00,000.00	1,55,000.00	1,08,147.00
	Prithwiraj Biswas	1,70,000.00	1,25,000.00	1,10,074.00
	Sekhar Gain	4,10,000.00	3,65,000.00	3,99,447.00
	Bhabes Roy	2,05,000.00	1,30,000.00	40,920.00
4	UGC Coaching Scheme			
	Entry In Service	5,75,000.00	5,75,000.00	43,500.00
	Equal Opportunity Cell	75,000.00	75,000.00	75,000.00
	Net/Set Coaching	4,12,500.00	4,12,500.00	80,940.00
	Remedial Coaching	5,75,000.00	5,75,000.00	40,870.00
5	Development Grant for SVRC (2nd)	70,90,000.00	70,90,000.00	4,50,384.00
6	RUSA Platinum Jubilee Celebration	40,00,000.00	40,00,000.00	18,51,044.00

11. Appointment of teachers recommended by West Bengal College Service Commission

RESOLVED THAT, on the recommendation of the West Bengal College Service Commission (CSC) (vide Letter No.103/Sanskrit/CU/Recom/CSC/17 dated 10 January 2017 from the Secretary of CSC), Rafikul Alam, son of Kachu Miah be appointed an Assistant Professor in Sanskrit in our college, the Ramakrishna Mission Vidyamandira, Belur Math, in the Pay Band of Rs.15600-39100/- plus AGP. He will be entitled to the revised UGC scales (2006) in accordance with the Government Orders to this effect, as per the existing rules of the State Government, after his pay is duly fixed by the Director of Public Instruction, West Bengal. He will also be entitled to the allowances/benefits as admissible from time to time as per the State Government rules in force governing the service conditions of teachers in non-Government colleges, from the date on which he joins the post on substantive basis.

Rafikul Alam's services in this college will be governed by the following:

- (i) The provisions of West Bengal College Teachers (Security of Service) Act, 1975 and the rules made there under,
- (ii) Calcutta University First Statutes, 1979 (as amended subsequently), Rules/Regulations etc. made under Calcutta University Act.

Rafikul Alam will remain on probation for a period of one year with effect from the date on which he joins the post. The period of probation may, however, be extended for a further period of one year at discretion of the Governing Body. If at any time during the period of probation your work is not considered satisfactory, he shall be liable to be discharged by the Governing Body.

He will be required to cooperate with and assist the Principal in carrying out the functions relating to the educational responsibilities of the college, as well as in conducting co-curricular activities. He will also be expected to serve this residential institution under Ramakrishna Mission adhering to high moral standard and academic rectitude which the Mission is struggling to uphold.

Rafikul Alam shall have to send us a letter of acceptance, confirming that this appointment is acceptable to him, on conditions as mentioned above. On joining the post, he will be required to submit a joining report.

12. PF Matters

There was no business under this agenda.

13. Leave Matters

Resolved that the Principal's action in granting Duty Leave to the following teaching and Non-teaching staff of the college be ratified:

Sl No.	Name	Nature of leave & number of days	Reason
1	Tamoghna Mondal	D.L. for 2 days w.e.f. 26.09.2016 to 27.09.2016 D.L. for 2 days w.e.f. 15.12.2016 to 16.11.2016	For presenting a paper in National seminar at Dr. B.N.Dutta Smriti Mahavidyalaya. For presenting a paper in National seminar at Magrahat College.
2	Manas Ranjan Bhowmik	D.L. for 1 day on 27.09.2016 D.L. for 1 day on 07.01.2017 D.L. for 3 days w.e.f. 10.11.2016 to 12.11.2016	For presenting a paper in Hatgobindapur College. For attending State Government Meeting. For presenting a paper in in an International Conference in New Delhi .
3	Prosenjit Biswas	D.L. for 2 days w.e.f. 23.09.2016 to 29.09.2016	For attending International workshop at Rabindra Bharati University..
4	Santanu Dey	D.L. for 3 days w.e.f. 10.11.2016 to 12.11.2016	For attending academic council meeting at Sikkim Central University, Gangtok.
5	Sekhar Gain	D.L. for 2 days w.e.f. 09.12.2016 to 10.12.2016	For presenting a poster in a national seminar at Gurudas College.
6	Arindam Sarkar	D.L. for 1 day on 14.12.2016.	For attending as an external examiner at Burdwan University.
7	Biplab Koltal	D.L. for 1 day on 30.11.2016	For attending in a seminar as a resource person at Harirampur, Dakshin Dinajpur.
8	Ranjit Das	D.L. for 1 day on 02.12.2016 D.L. for 2 days on 07.12.2016 to 08.12.2016	For attending Ph.D Viva-voce. For Poster Presentation on a International Conference in IIT Kanpur
9	Arup Kumar Dhabal	D.L. for 10 days w.e.f. 21.11.2016 to 30.11.2016 D.L. for 2 days w.e.f. 06.01.2017 & 09.01.2017	For attending a NCC Camp. For paper presentation in UGC National Seminar at St. Paul Cathedral Mission College

10	Biplab Kotal	D.L. for 1 day on 24.11.2016	For attending confidential exam related work at R.K.Mission Narendrapur Residential College, Narendrapur, Kolkata.
11	Sandipan sen	D.L. for 1 day on 07.01.2017	For attending State Government Meeting.
12	Durga Sankar Chakraborty	D.L. for 10 days w.e.f. 15.12.2016 to 18.12.2016, 19.12.2016, 21.12.2016 to 24.12.2016, 27.12.2016 & 31.12.2016	For taking classes on Bengali Language at Swami Vivekananda State Police Academy.

14. Creation of Endowment

Resolved that the following endowment be created.

Sl. No.	Name of Donor	Amount (Rs.)	Name of Endowment	Purpose
1.	Souvik Kundu	15000	Bitoshok Bhattacharya Memorial Lecture in the Department of Bengali	Memorial Lecture
2.	Punyabrata Brahma	1000		Prize
3.	Gora Chand Kundu	10000	Fund for educational and medical expenses of poor students	
4.	Gopa Datta Bhaumik & Sandipan Bhaumik	50000	Prof. Debajyoti Bhaumik Memorial Lecture in the Department of Physics	Memorial Lecture
5.	Swami Mumukshanandaji	10000	Fund for educational and medical expenses of poor students	
6.	Bilas Datta	100000	a) Fund for Swami Vivekananda Research Centre, b) Fund for the maintenance of Vidyamandira buildings and research instruments, c)	

			Fund for educational and medical expenses of poor students, d) Workers' Benefit Fund for the Non-Government workers of Vidyamandira (Rs.25000/- each)	
7.	Swami Mumukshanandaji	10000	Fund for educational and medical expenses of poor students	
8.	Swami Ekachittananda	1000	Fund for educational and medical expenses of poor students	
9.	Soumen Dolui	1000	Jatisankar Chatterjee Endowment Fund for Scholarship	Scholarship
10.	Sandipan Sen	10000	Jatisankar Chatterjee Endowment Fund for Scholarship	Scholarship
11.	Debasis Mahapatra	5000	Jatisankar Chatterjee Endowment Fund for Scholarship	Scholarship
12.	Debnath Ray	5000	Jatisankar Chatterjee Endowment Fund for Scholarship	Scholarship
13.	Samir Ranjan Majumdar through Syamapada De	100000	Swami Vimuktananda Memorial Endowment for lecture	Memorial Lecture
	Total	3,18,000.00		

15. Reporting on Platinum Jubilee Celebration :

The Principal reported that Chemistry and Microbiology Departments have organised National and International Seminars consecutively. Pro H. J. Loddish, legendary Bio-chemist of M.I.T., Boston, USA, gave the Platinum Jubilee Oration on 14 January 2017 which was attended by more than 600 teachers, scholars and students from different parts of the state, country and some from abroad.

16. Any Other Matter with the Permission of the Chair :

- a) Resignation of Prof Arnab Kumar Ghoshal, Department of Computer Science : Arnab Kumar Ghoshal has resigned from the post of Management appointed Asst Professor in the Department of Computer Science on 30 November 2016. He has been recommended by WBCSC as Assistant Professor of Computer Science Department of Shibpur Dinabandhoo Institution, Howrah. He joined there on 1 December 2016. He has been serving this institution as management-appointed Asst Professor since 1 July 2013. He was also the Head of the Department from last 2 years. A good and sincere teacher, Sri Ghoshal was instrumental in modernizing the laboratories of the department. The Governing Body wishes him best for his future career.
Prof Avishek Barman, next senior most faculty member in the Department, has been appointed as the Head of the Department of Computer Science.
Resolved that the Principal's action in this regard be ratified.
- b) Prof Indrashis Banerjee, Associate Professor, Department of Political Science, has been appointed as the Head of the Department of Political Science consequent upon the retirement of Prof Jati Sankar Chatterjee.
Resolved that the Principal's action in this regard be ratified.
- c) Resolved that the joining of Sri Krishanu Dey to the post of Librarian in the Vidyamandira Library, w.e.f. 22 December 2016 be hereby approved and the Principal be authorized to take necessary measures accordingly.
- d) The Principal placed before the Members a) Report of Intake Capacity for the Year 2018-2019, b) Strategic Plan of Action for the next Session.
The Governing Body approved the submissions and Resolved that the Principal be authorised to do the needful in this regard.

The meeting came to a close with a vote of thanks to the Chair.

Sarojyananda
Secretary

Swami Suparna
Chairman at the meeting on 27 January 2017

READ AND CONFIRMED

Swami Suparna
Chairman at the meeting on 15 September 2017