



# 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'  
Phone No. (033) 2654-9181 / 9632; E-mail: vidyamandira@gmail.com  
Website : www.vidyamandira.ac.in

Ref.No. VM/GB/2017-18/2

26 January 2018

## 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 2 February 2018 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:

- (a) Confirmation of the proceedings of the last meeting held on 15 September 2017.  
(b) Business arising out of the above  
(c) Ratification of resolutions adopted by circulations
- (a) Monthly statement of accounts for September 2017 – January 2018
- Confirmation of teaching Staff Members
- Post-retirement benefits etc of teaching and non-teaching staff members
- Students' Feed Back in Open House July-December Semester 2017 : Action Taken Report
- Parents' Feedback in Parent-Teachers' meeting 2017 : Action Taken Report
- Result of semester examinations
- PF Matters
- Leave Matters
- Creation of Endowment
- Any other matter with the permission of the Chair.  
a) Renovation for Grant Faculty  
b) Appeal for Grant towards Cultural Activities  
c) Appeal for Grant towards setting up elevators  
d) Resignation of Dip Kumar Mondal, Librarian and consequent arrangements to fill up vacancy  
e) M.Phil. Ph.D incentive to Anjan Das & Soumya Kanta

Meeting No. 258

Date: 2 February

2018

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A meeting of the Ramakrishna Mission Siksha Parishad (Governing Body) is being held on 2 February 2018 at 10 am at Vidyamandira Meeting Room.

SL No	Name	Signature
1.	Swami Suparnarandaji Maharaj	Swami Suparnarandaji
2.	Swami Divyanandaji Maharaj	Swami Divyananda
3.	Swami Tattwasaranandaji Maharaj	Sw. Tattwasarananda
4.	Swami Shastrojnanandaji Maharaj	Shastri
5.	Swami Ekachittanandaji Maharaj	Ekachittananda
6.	Br. Pavitra Chaitanya	Pavitra Chaitanya
7.	Swami Atmapriyanandaji Maharaj	Ab
8.	Prof. Sabyasachi Basu Ray Chaudhuri	Jr.
9.	Prof. Samir Das	Ab
10.	Prof. Madan Mohan Majumdar	Dr. Majumdar 02-1-18
11.	Prof. Subhankar Ray	Subhankar Ray
12.	Prof. Santanu Maitra	Santanu Maitra

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.

- c) The Principal reported that Sri Amal Mandal, Hostel staff of this college hostel, retired w.e.f. 1 January 2018.

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 Mandal 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 Mandal 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. Students' Feed Back in Open House July-December Semester 2017 : Action Taken Report

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Open houses for the session 2016-17 were conducted by different departments within the specified time (i.e. March 8-24). A number of suggestions/grievances have come up from the students. Respective departments have taken note of the same and presented a summary to the Principal. Here are the salient points :

1. Suggestions on minor revision/major restructuring of the syllabus and/or course structure have been received from students of various departments (viz. Bengali, Chemistry, Comp. Sc., English, History and Microbiology).
2. Some students of a few departments expressed resentment at the quality of teaching they have received from a number of regular/guest faculty. In some cases, complaints have been received on the same issue for general subjects as well. Besides, in some cases irregularity in taking classes have also been reported.
3. Proposals have also been received for introduction of remedial classes from students of a number of departments (viz. Comp. Sc., Economics, Mathematics and Physics). The teachers of the Dept. of Mathematics assured the students that they themselves would take up some remedial classes for the backbenchers.

4. Grievances on evaluation of Semestral Exam-papers (from students of Depts of Chemistry, Comp. Sc., Physics) have been recorded.
5. UG Chemistry (Hons.) students demanded introduction of online MCQ type preparatory tests for IIT-JAM and other competitive exams.
6. (a) Variations in question-pattern in Semestral Exams have been demanded by History (Hons.) students. (b) UG Philosophy (Hons) students suggested that a few model answers to Semestral Exam questions can be provided to them.
7. Students of English (Hons.) came up with a suggestion of preparation of online catalogues for the Departmental Library.
8. (a) Economics (Hons.) students asked for organization of Departmental seminars more frequently. (b) Physics (Hons.) students wondered if the Dept. can host a few student-seminars. (c) Pol. Sc. (Hons.) students suggested introduction of documentary as an essential part of teaching-learning mechanism.
9. Philosophy (UG and PG) students complained of paucity of sufficient number of books in the college library.

#### Action Taken Report :

The Principal Reported that :

- a) Departments have been instructed to resolve the grievances in relation with the syllabus and to place it in the respective Board of Studies.
- b) Library books will be procured soon as the fund from RUSA will reach shortly.
- c) Departments have also instructed to organize seminars and workshops. Dept of Philosophy has already organized such a workshop and Dept of Industrial Chemistry and Economics have organized seminars. Other have also planned to organize such event.
- d) Online MCQ exam for the preparation of JAM exam has been organized in collaboration with an external agency.
- e) Departments have asked to take care of the grievances related to semestral exam papers.
- f) Remedial classes for the department of Mathematics and Economics have been started.
- g) Departments have instructed to change the Visiting faculty to ensure the quality of teaching.

#### 6. Parents' Feedback in Parent-Teachers' meeting 2017 : Action Taken Report

It has been found that parents are, by and large, satisfied with the academic progress of their wards in the perfectly conducive environment of Vidyamandira. However, some specific issues were raised by a section of the guardians, which were noted down by respective departments. Here are the salient points :

1. Chemistry : (a) Guardians of UG I students expressed concern over teaching of some portions of the Honours paper and a general paper.
- (b) Guardians of UG III students asked about the possibility of rendering assistance for various competitive exams. The department assured them of holding at least 2 mock tests for IIT-JAM and other exams.

2. Computer Science : (a) Some guardians complained of paucity of sufficient number of books in College/Departmental library.  
(b) Some other guardians opined that students face immense pressure before mid-semester exam.
3. Economics : (a) Guardians of UG III students enquired of the possibility of introducing coaching classes for various competitive exams.  
(b) Suggestions came a section of guardians for introduction of 'Numerical Analysis' in Statistics (General) course.
4. History : Some parents suggested introduction of a Masters' course in History.
5. Industrial Chemistry : A number of guardians demanded an increase in the number of seats in M. Sc. (Applied Chemistry).
6. Microbiology : (a) Some parents suggested introduction of a Masters' course. (b) For preparation of IIT-JAM, guardians suggested for arrangement of coaching classes in Mathematics and Physics (Std. XI-XII).
7. Physics : (a) Parents requested for remedial coaching to back-benchers.  
(b) A few guardians of UG I opined that a number of classes (towards the beginning of the session) can be devoted to recapitulation of some portions of 11th and 12th standard Physics.
8. Political Science : Requests have been received from guardians for introduction of a PG course in Pol. Sc.

#### Action Taken Report :

The Principal Reported that :

- a) Introduction of PG courses will take time because the institute needs to enhance the capacity both in hostel and college.
- b) Books will be procured soon as RUSA fund will reach shortly.
- c) Special classes for competitive exams will be held in the Department of Economics.
- d) Number of seats in MSc applied Chemistry will be increased from next session.
- e) Remedial coaching will be offered for slow learners of Physics Department.
- f) Coaching classes in Mathematics and Physics (Std. XI-XII) for Microbiology Hons students will be organized in collaboration with an external agency.

#### 7. Result of semester examinations

The Principal placed before the committee the synopsis of the final semester results of 1<sup>st</sup>, 2<sup>nd</sup> and 5<sup>th</sup> semesters of undergraduate courses and 1<sup>st</sup> and 2<sup>nd</sup> semesters of postgraduate courses. The principal reported that the result were discussed in detailed in the Standing Committee of Academic council and Internal Quality Assurance Cell before its final publication on 20<sup>th</sup> January 2018.  
The Governing Body expressed their pleasure in the excellent performance of the students.

#### 8. PF Matters

There was no business under this agenda.



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Ref.No. VM/GB/2018-19/2

9 June 2019

## 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 17 June 2018 at 10 am to consider the following agenda. Your presence at the meeting is earnestly solicited.

Venue: VIDYAMANDIRA MEETING ROOM

Yours sincerely,

Sw Divyananda  
(Swami Divyananda)  
Secretary

### Agenda:

1. (a) Confirmation of the proceedings of the last meeting held on 6 October 2018.  
(b) Business arising out of the above  
(c) Ratification of resolutions adopted by circulations
2. (a) Audit Report and Audited Accounts for the financial year 2018-2019  
(b) Monthly statement of accounts for October 2018 – May 2019  
(c) College Budget for 2019-20  
(d) Autonomy Budget 2019-2020
3. Post-retirement benefits non-teaching staff members
4. Students' Feed Back in Open House January-June Semesters 2019 : Action Taken Report
5. Result of UG 6<sup>th</sup> semester and 4<sup>th</sup> Semester examinations
6. Learning Outcomes based on the Job Placement and Progression to Higher Studies : A Review of 2018-19 batches (UG, PG)
7. Action Taken Report on the proceedings of the meetings of Internal Complaints Committee, Anti-ragging Cell, Grievance Redressal Cell, Equal Opportunity Cell-cum-Scholarship Cell, IQAC
8. PF Matters
9. Leave Matters
10. Creation of Endowment
11. Any other matter with the permission of the Chair.
  - a) Appeal for SVRC Grant
  - b) ISO Certification
  - c) A-A-A 2018-19
  - d) Mgmt. int. staff matters

Meeting No: 260

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Date: 17 June 2019, Monday

A meeting of the Ramakrishna Mission Vidyamandira  
Siksha Parishad (Governing Body) is being held on  
17, June 2019, Monday at 10-00 am at Vidyamandira  
Meeting Room:

Sl. No	Name	Signature
1.	Swami Suparnandaji Maharaj	Swami Suparnaam
2.	Swami Divyanandaji Maharaj	Swami Divyananda
3.	Swami Shastriji Maharaj	Shastriji
4.	Swami Ekachittanandaji Maharaj	Ekachittananda
5.	Swami Mahaprajnanandaji Maharaj	Swami Mahopijmanal
6.	Swami Tattvasaranandaji Maharaj	Sw. Tattvasarananda 17-06-19
7.	Prof. Sebyasachi Basu Roy Chaudhury	Ab
8.	Prof. Himadri Banerjee	Himadri 17/6/2019
9.	Prof. Madan Mohan Magumdar	Ab
10.	Prof. Syed Shahid Riaz	syed shahed Riaz
11.	Prof. Arindam Roy	Arindam Roy
12.	Swami Anantprajnanandaji Maharaj	Ab

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.

2. The Principal reported that Sri Gurupada Maity, Ex-Kitchen Attendant (Unit-II) of this college Hostel, retired w.e.f. 1<sup>st</sup> February 2019.

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 Gurupada Maity from the date of commencement of his service 1<sup>st</sup> December 1978 to the date on which he retired i.e. 1<sup>st</sup> February 2019, 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 Gurupada Maity 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.

3. The Principal reported that Sri Haradhan Sadhukhan, Ex-Library Clerk of this college Hostel, retired w.e.f. 1<sup>st</sup> January 2019.

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 Haradhan Sadhukhan from the date of commencement of his service 26<sup>th</sup> April 2000 to the date on which he retired i.e. 1<sup>st</sup> January 2019, 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 Haradhan Sadhukhan 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.

**4.8. Students', Parents', Teachers', Ex-students' and Employers' Feed Backs and Students' Feedback in Open House January-June Semesters 2019 : Action Taken Report :**

a) Student' Feedback :

a. An overall analysis :

i. Average grading on teaching-learning has been found good.



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- ii. Some students found difficulty in some of the newly introduced courses in some programmes.
  - iii. Requirement of more insightful and innovative teaching methods are in demand from few students.
  - iv. Academic mentoring is well-accepted.
  - v. In some courses real life or experiential learning may be ensured.
- b. Action Taken Report :
- i. Departments should be encouraged to keep up the standard.
  - ii. Innovations should not get stopped.
  - iii. Mentoring should be continued as ever.
  - iv. More practical or real life exposure may be provided.
- b) Parents' Feedback :
- a. An overall analysis :
- i. Teaching-learning has been appreciated.
  - ii. For slow learners, some parents feel to make their ward join in remedial courses..
  - iii. Mentoring is well praised.
  - iv. In History, there is a demand to introduce PG programme.
- b. Action Taken Report :
- i. It is heartening to see that the teaching learning is so well accepted.
  - ii. For the introduction of the PG programme in History, department may be asked to explore the possibilities.
- c) Ex-students' Feedback :
- a. An overall analysis :
- i. They feel that the teaching they have been offered here is really high.
  - ii. The content and the coverage of the syllabi are in maximum appreciated ; however, in few cases more up gradation has been expected.
  - iii. Few department felt that some more exposure is required ; however, maximum are of opinion hat, there is no dearth in such exposure.
- b. Action Taken Report :
- i. Faculties are enthused with the appreciative feedabcks on the teaching learning of the ex-students. They feel that the height should be kept in tact.
  - ii. Departments have been requested to see if upgradation is required are not.
  - iii. Departments have been requested to send the students with more frequency to the field visits.
- d) Teachers' Feedback :
- a. An overall analysis :
- i. In regard to curriculum the teachers feel that well care has been adopted and it has been made in such a way that the students will be able to cope up with the recent trends of the subjects.
  - ii. In some cases, some teachers opined to make the syllabi a little light so that students do not feel heavy pressure.
- b. Action Taken Report :
- i. In case of heavy load, departments have been asked to have a relook into the syllabi and if at all required may suggest changes to the Board of Studies.
  - ii. Teachers have been asked to keep pace with the modern trends and make the syllabi lively too.

- e) Employers' Feedback :
- a. An overall analysis :
    - i. In many subjects employers are not keen to give feedback.
    - ii. However, in some subjects they have given feedbacks and it has been found that they are quite happy with the modern tunes of the syllabi.
    - iii. They have asked to offer students more industry exposure.
  - b. Action Taken Report :
    - i. Departments have been asked to see that some mandatory industry visit along with the prevailing students project/project/internship can be kept in the syllabi without harming the high quality of syllabus that has already been framed and successfully transacted by the teachers.
- f) Analysis of the feedback in Open House :

Open houses for the semester January-May 2019 were conducted by different departments in the months of March and April 2019. A number of suggestions/grievances have come up from the students. Respective departments have taken note of the same, have responded to the concern of the students and presented a summary to the Principal. Here are the salient points :

- a. Suggestions on revision of the syllabus and/or course structure/ reallocation of credits of the Hons. course have been received from students of various departments (viz. Chemistry, Economics, Applied Chemistry, Pol. Sc., Sanskrit, Zoology, Philosophy, Bengali, Physics).
- b. Complaints have been received on the quality of teaching for a few honors courses.
- c. Proposals have also been received for introduction of remedial/tutorial classes from students of a number of departments (viz. Economics, Pol. Sc.).
- d. Grievances on evaluation of a generic practical paper of Semestral Exam (from students of UG Chemistry (Hons.)) have been recorded. Students also expressed their dissatisfaction at the errors committed in proof-reading of question papers.
- e. Suggestions on introduction of students' seminar/ paper presentation inside the curriculum have come up from students of Depts of Applied & Industrial Chemistry and Philosophy. Some other departments (viz. English, Comp. Sc., Chemistry) sought an increase in the number of departmental seminars. History (Hons.) students demanded 'Career Orientation Lectures'.
- f. History and Comp Sc (Hons.) students demanded introduction of PG courses by their respective departments.
- g. Microbiology (Hons.) students insisted on introduction of summer internships within the curriculum. Industrial Chemistry & Comp Sc (Hons) students urged for industrial visits.
- h. Industrial Chemistry (Hons) students demanded a new Chemistry lab. They also urged for a lab attendant.
- i. Suggestions on improvement of teaching-learning methodologies have been received from a number of departments (English, Mathematics, Comp. Sc & Electronics and Pol. Sc.).

g) Action Taken on the Feedback :

- a. Revision of the syllabuses was done based on the feedbacks of the students.
- b. Departments against whom quality in teaching was received, were called by the Principal in a meeting and the measures to be adopted for the quality increase were discussed.
- c. Remedial classes were arranged for Economics and Political Science students.
- d. Grievances regarding question paper errors were taken seriously and teachers of the Department and the CoE Department were also called to comment on this issue. All

concerned assured that proper and serious care will be adopted to avoid such situation in future.

- e. Curriculum revision of Ind Chem and Appl Chem was discussed and has been introduced accordingly.
- f. Summer Internship and Industrial visit were introduced.
- g. No new lab attendant could be appointed as there is no provision as per the Govt rule is concerned.
- h. Post Graduate programme in History may be introduced in future. Department will discuss in this matter in due course.

#### 6. Result of UG 6<sup>th</sup> semester and 4<sup>th</sup> Semester examinations :

The Principal presented the result of the final semester students of both UG and PG programmes. Pass percentage was 100. Results were published within 15 days after the completion of the examination. The Governing Body expressed pleasure over the performance of the student.

#### 7. Learning Outcomes based on the Job Placement and Progression to Higher Studies : A Review of 2018-19 batches (UG, PG)

The Principal reported that since last couple of years the college authority was thinking to map the learning outcomes of our students. The Departments started the procedure and collected the data. While the report and observations on last four years' mapping of learning outcome was presented in the last meeting, the current year (2018-19) mapping is being placed here. This is to be mentioned the following are the basis on which this attempt has been made as was done in previous years.

- a) Performance of the students at the end of the Programme (UG or PG or MPhil) taking into accounts all types of assessments
- b) Students' immediate placement either in job-areas or in higher education

Some Important Results on Mapping or LOA (Learning Outcomes Attainments) are as follows :

- Like previous years, this year too, Vidyamandira students prefer to study in higher level to acquire more knowledge.
- The immediate progression to higher education is extremely good. Although, it is not the exactly right time to predict the entire thing, the tendency shows it will even rise to more than 95%.
- 4 students have tried for job (2 in undergraduate and 2 in postgraduate) and they have got it.
- The final result and the Continuous Assessment shows that there is no major discrepancy in the performance.
- Students prefer to do some project and many a time, in UG level, they prefer to do it under the direct guidance of their college teachers.
- While scrutinizing the intrinsic achievements of the students, it is found that the analytical approach, the reasoning aptitude, the argumentative but decisive intention, broad-minded understandability, tolerate approaches towards the diversity of discussion, logic, opinion and life processes, a tripartite interface