



# VIDYASAGAR UNIVERSITY

MIDNAPORE ❖ WEST BENGAL ❖ PIN 721102

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

Ref. No.....

## NOTICE

Date 26.5.2025

This is to notify all the faculty members that, a Departmental Committee Meeting will be held on 28.5.2025 at <sup>11.15 am</sup> ~~2.30 pm~~ in the Sociology Department to discuss the following:-

1. Confirmation of the proceedings of the last meeting.
2. Books list for Central Library
3. Work Load distribution of 1st & 3rd Sem, 2025.
4. MOOC Course
5. CO, PO of MA Course
6. NEP Syllabus for 1st year M. A.
7. Visiting faculty letter
8. Comp. Add-on Course
9. Seminar
10. Emergent Teacher appointment
11. Assistant
12. Misc.
13. Assoc. Prof.
14. Contract appointment

AB - *[Signature]*  
AG - A. Gupta *[Signature]* 27/5/25

Pujavree Chatterjee *[Signature]* 26/5/25

HEAD

Department of Sociology  
Vidyasagar University  
Midnapore 721102  
West Bengal, India

Fax : (91) 03222, 275329, 264338

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

# Departmental Committee Meeting

28.5.2025

## Members Present -

1. Pujasree Chatterjee 28/5/2025
2. Asmita Bhattacharyya
3. Amrita Gupta 28.5.25

HOD took the Chair.

## Agenda 1:

1. Confirmation of the Proceedings of the last meeting dated 6.5.2025

## Agenda 2

2. Recommended the names of the books for the purchase in the Central Library as per the mail of the Deputy Librarian dated 21st May, 2025.

## Agenda 3: Work Load distribution of 1st and 3rd Sem, 2025.

1st Semester 2025 workload will be discussed after the revision of the syllabus as per NEP, 2020 guideline.

## 3rd Semester 2025-2026

Soc 301 - Society in India - Ms. Amrita Gupta  
Unit - 1, 2, 3 and Ms. Monika Biswas - Unit 4.

Soc 302 - Work and Organization - Dr. Pujasree Chatterjee

Soc 303 - Research Method II - Dr. Asmita Bhattacharyya  
(Coordinator)

and Ms. Antara Das (Research Scholar)  
Unit 1, 2, 3 - A.B. Unit 4, 5, 6 - Antara Das

Soc 304 - Dr. Saheli Gyha Neogi Ghatak,  
Assistant Prof, Belda College.

Soc 305 - Dr. Asmita Bhattacharyya and  
Dr. Rupavee Chatterjee

Agenda 4: MOOC course as advised  
by PG Secretary in the meeting  
dated 20.5.2025 will have to be  
started from this 3rd semester  
session. Accordingly, we will  
adopt a course from the website  
and offer it to the students.

Agenda 5: The discussion of the meeting  
with IGAC director dated  
has been shared with the faculty  
members of the department. Accordingly,  
it has been resolved that we will  
develop course outcomes and  
program outcomes of the papers taught  
by <sup>the</sup> respective faculties. Also, the  
questions of the semester will reflect  
the course outcomes.

Agenda 6: NEP syllabus will be starting  
from this session and it will  
be in parity with 4th year UG  
syllabus. PG Secretary conveyed  
yesterday (27.5.2025) that a mail  
in this regard will be circulated  
shortly.



Agenda 7: The visiting faculty which was send to the Hon'ble VC on 6.5.2025 was re-send back to the department with a note from the Dean Arts. Departmental Committee proposes the name of Prof. Chardan Kumar Sharma, Prof. Dept. of Sociology, Tezpur University as visiting fellowship for the session 2025-2026. This name is additional which is proposed by the Department.

Agenda 8: The DC resolved that the add-on course on Computer skills will be provided by the Department as proposed in a letter to the Computer Centre. The Department may organise the course with support from Computer Centre.

Agenda 9: The Department will organize a National Level seminar in blended mode on the theme of Gender and Society in the month of June 2025. Dr. Pujasree Chatterjee will act as co-ordinator.

Agenda 10: Guest Teacher Appointment  
M. A. 3rd Semester 2025

SOC 301 - Monika Biswas (Research Scholar) 10 classes.

SOC 303 - Antara Das (Research Scholar) 15 classes.

No remuneration will be paid to G.T. as they are UGC-JRF scholars of our Department.

SOC 304 - Dr. Saheli Gukh Neogi Ghatik (30 classes)  
Remuneration will be paid.

Agenda 11: DC resolved to request the Hon'ble Vice Chancellor to appoint an Assistant Professor (On Contract) for the Dept. of Sociology on an urgent basis, which was also advised by the Hon'ble Vice Chancellor during his department visit on 9th April 2025. This advice was given in view of shortage of faculties and recent retirement of Prof. S.A.H. Moiruddin.

Misc.

- i. Dr. Pujasree Chatterjee has presented the income and expenditure statement for the one day workshop on Career Choice Options in Social Sciences which was held on 15.5.2025 for consideration.

Resolved that the said income and expenditure has been accepted in the meeting dated 28.5.2025.

- ii. As proposed by Dr. Asmita Bhattacharya to shift computer from S.A.H. Moiruddin's office room to her room, she has declined to receive the computer and printer as her computer and printer is better, but she has received the speaker from S.A.H. Moiruddin's room to her room.

Further, the D.C. resolved to shift the computer from S.A.H. Moynuddin's room to Research scholars room. The HOD is requested to do the needful in this regard.

Meeting ended with thanks to the chair

Pujavari Chatterjee  
28/5/25

HEAD  
Department of Sociology  
Vidyasagar University  
Midnapore-721102  
West Bengal, India

ATR

Agenda 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 and Misc. all has been addressed and necessary action taken.

Pujavari Chatterjee  
16/6/2025

HEAD  
Department of Sociology  
Vidyasagar University  
Midnapore-721102  
West Bengal, India

Confirmed  
Pujavari Chatterjee  
HEAD  
16/6/25  
Department of Sociology  
Vidyasagar University  
Midnapore-721102  
West Bengal, India





HOD Sociology &lt;hod\_sociology@mail.vidyasagar.ac.in&gt;

## Request for Requisition of Print Books 2025-26

2 messages

Wed, May 21, 2025 at 12:09 PM

Dr. Biswajit Adhikary Deputy Librarian &lt;dylibrarian@mail.vidyasagar.ac.in&gt;

To: HOD Hindi <hod\_hindi@mail.vidyasagar.ac.in>, HOD Commerce <hod\_commerce@mail.vidyasagar.ac.in>, HOD Bengali <hod\_bengali@mail.vidyasagar.ac.in>, HOD BMLS <hod\_bmls@mail.vidyasagar.ac.in>, HOD Botany <hod\_botany@mail.vidyasagar.ac.in>, HOD Computer Science <hod\_compsc@mail.vidyasagar.ac.in>, HOD Anthropology <hod\_anthropology@mail.vidyasagar.ac.in>, HOD Economics <hod\_economics@mail.vidyasagar.ac.in>, HOD Aquaculture <hod\_amt@mail.vidyasagar.ac.in>, HOD Electronics <hod\_electronics@mail.vidyasagar.ac.in>, HOD Chemistry <hod\_chemistry@mail.vidyasagar.ac.in>, HOD History <hod\_history@mail.vidyasagar.ac.in>, HOD Geography <hod\_geography@mail.vidyasagar.ac.in>, HOD Library & Information Science <hod\_lisc@mail.vidyasagar.ac.in>, HOD English <hod\_english@mail.vidyasagar.ac.in>, HOD Mathematics <hod\_mathematics@mail.vidyasagar.ac.in>, "HOD Head of Department, Business Administration" <hod\_mba@mail.vidyasagar.ac.in>, HOD Microbiology <hod\_microbiology@mail.vidyasagar.ac.in>, HOD Physics <hod\_physics@mail.vidyasagar.ac.in>, HOD Physiology <hod\_physiology@mail.vidyasagar.ac.in>, HOD Political Science <hod\_polsc@mail.vidyasagar.ac.in>, HOD Philosophy <hod\_philosophy@mail.vidyasagar.ac.in>, HOD Santali <hod\_santali@mail.vidyasagar.ac.in>, HOD Sociology <hod\_sociology@mail.vidyasagar.ac.in>, HOD Sanskrit <hod\_sanskrit@mail.vidyasagar.ac.in>, HOD Zoology <hod\_zoology@mail.vidyasagar.ac.in>, HOD RSGIS <hod\_rsgis@mail.vidyasagar.ac.in>, Centre for Environmental Studies <ces@mail.vidyasagar.ac.in>, Director Centre for Adivasi Studies and Museum <director.casm@mail.vidyasagar.ac.in>, Centre for Life Science Vidyasagar University <clisc@mail.vidyasagar.ac.in>, Director Women's Studies Centre <wsc@mail.vidyasagar.ac.in>, "Jatisankar Bandyopadhyay Faculty, Remote Sensing" <jatib@mail.vidyasagar.ac.in>

Cc: Assistant Librarian Vidyasagar University &lt;asst\_librarian@mail.vidyasagar.ac.in&gt;

Respected Sir/ Madam,

As per the approval of the Library Committee (14/05/2025) the Central Library is going to purchase print books for the academic departments and the research centres.

**You are requested to submit requisition of print books (in the attached format) duly approved by the Departmental Committee and signed with seal by the HOD.**

Kindly search and browse the library OPAC or visit the library to check the existing titles before preparing the requisition.

Kindly try to limit the list within the gross value of Rs. 60,000.00 (sixty thousand only).

With thanks and regards,

—  
**Dr. Biswajit Adhikary**

Deputy Librarian

Vidyasagar University

**Book\_Requisition\_Form.pdf**  
9K

HOD Sociology &lt;hod\_sociology@mail.vidyasagar.ac.in&gt;

Wed, May 21, 2025 at 2:05 PM

To: Asmita Bhattacharyya <asmita.bhattacharyya@gmail.com>, Amrita Gupta <gupta.amrita.12@gmail.com>, Pujasree Chatterjee <pujasree.chatterjee@gmail.com>

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Vidyasagar University  
Department of Sociology  
Paschim Medinipur, West Bengal, India -721102  
Phone: 91 – 03222 – 298-265

For VU/Soc/249 dt 30/5/25  
29.05.2025

To  
The Finance Officer,  
Vidyasagar University  
Midnapore

Sub: Adjustment of Rs. 5000 for workshop

Sir,

The Department of Sociology has received Hon'ble Vice Chancellor Sir's kind approval and a fund of Rs.5000 for organizing a workshop on 'Career Choice Options in Social Sciences' on 15.05.2025.

For holding this workshop, I had received an amount of Rs.5000 vide cheque no. 02687 dated 21.05.2025. I am placing before you the adjustments with all the original vouchers and documents for your kind consideration.

Thank You

*Pujasree Chatterjee*  
Dr. Pujasree Chatterjee 29/5/2025

Assistant Professor & Head,  
Department of Sociology  
Vidyasagar University  
Paschim Medinipur, West Bengal, India -721102  
Phone: 91 – 03222 – 298-265





Vidyasagar University  
Department of Sociology  
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Phone: 91 – 03222 – 298-265

Statement of Income and Expenditure of Organizing workshop of Department of Sociology on  
15.05.2025

Income

Sl. No.	Source	Amount
1.	Workshop fund	Rs.7000 approved amount
2.	Advance received	Rs.5000

Expenditure

Sl. No.	Expenditures	Amount	Voucher Numbers
1.	Honorarium to 2 speakers Rs.1500 x 2	Rs.3000	1,2
2.	Flex	Rs.120	3
3.	Stationary	Rs.550	4
3.	Tea and Refreshment	Rs.1370	5
	Total	Rs.5,040	

Adjustment

Income (Advance)	Rs.5,000
Expense	Rs.5,040

Thank You

*Pujasree Chatterjee*

Dr. Pujasree Chatterjee 29/5/2025

Assistant Professor & Head,

Department of Sociology

Vidyasagar University

For the Head of Department,  
Dr. Pujasree Chatterjee  
Medinipur, West Bengal - 721102  
Phone: 03222-298265