



RABINDRA BHARATI UNIVERSITY
Centre for Distance and Online Education

Rabindra Bhawan, EE- 9 & 10, Sector – II, Salt Lake City, Kolkata - 700091
Phone : (033) 2358 4014/4016/4018, E-Mail : director.cdcoe@rbu.ac.in, Website:
www.rbucdoe.ac.in

The proceedings of the 13th Meeting of the CIQA under RBU, CDOE held on 30/09/2024

The following members were present :

1. Justice Subhro Kamal Mukherjee (Retired), Hon'ble Vice Chancellor, Rabindra Bharati University, Chairman
2. Prof. Subha sankar Sarkar, Ex Vice Chancellor, Netaji Subhas Open University, External Member
3. Professor Swati Ghosh, (Dean, Faculty of Arts)
4. Professor Debasish Mondal, (Dean, Faculty of Fine Arts)
5. Dr. Ashis Kumar Samanta, Registrar (Acting)
6. Professor. Ashis Kumar Das, Director, Member Secretary
7. Professor Bankim Mondal, HOD of Political Science
8. Prof. Debalina Seth, Coordinator, IQAC
9. Dr. Rajasree Ghosh, Head of the Department, Rabindra Sangeet
10. Sri Arnab Bandopadhyay (Joint Registrar, Examination)
11. Dr. Pradipto Kundu, Finance Officer (Acting)
12. Sri Ujjwol Kumar Basumata (Development Officer)
13. Sri Sudip Mitra (Information Scientist)
14. Sri. Kousik Bhattacharya (Assistant Registrar, Examinations RBU, CDOE)

The members present at the meeting deliberated on the following agenda and resolved that:

Agenda Item No.1.

Confirmation of the proceedings of the 12th CIQA meetings held on 20.06.2024

Resolutions

The committee has given confirmation of the proceedings of the 12th CIQA meeting

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30/9/24
30/9/24



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Agenda Item No.2.

To consider a proposal received from Principal, Egra Sarada Shashi Bhusan College to introduce one Programme M.A. In Political Science in LSC-56

Resolutions

The Committee accepted the proposal of the Principal of the Egra Sarada Shashi Bhusan College to introduce one Programme M.A. in Political Science in LSC-59 under RBU, CDOE from the academic session 2025-2026.

Agenda Item No.3.

To ratify the decision of admission of Mansaram Hembram, a life convicted prisoner who is lodged at Presidency Correctional Home, Alipore, in the MSW programme under RBU, CDOE.

Resolutions



The approval for taking admission in Master of Social work (MSW) without taking admission fees for the Academic Session 2024-25 of the life time convicted prisoner namely **Mansaram Hembram**, son of Hapan Hembram is ratified. It is also decided that fees are to be waived for admission in other semesters including examination fees for the said life time convicted prisoner.

Agenda Item No.4.

To ratify the report of the CIQA of 2023-2024 under RBU, CDOE

Resolutions

The CIQA report of the session 2023-2024 under RBU, CDOE is ratified



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Agenda Item No.5.

To consider a proposal to introduce E-Migration Certificate of the students under RBU, CDOE

Resolutions

The CIQA has considered the proposal to introduce E-migration Certificate of the students under RBU, CDOE, subject to payment of existing Migration Certificate fees of Rs 500/-. In case of loss of migration certificate, then candidate would be required to apply for duplicate Migration Certificate subject to payment of same migration fees. E-Migration Certificate shall be issued under the Digital signature (DSC) of the Registrar of the University. For the purpose a dedicated dongle for DSC needs to be arranged in the name of the Registrar.

Agenda Item No.6.

To consider the academic Calendar of the Academic Session 2024-25 for the RBU, CDOE.

Resolutions

The CIQA has considered the academic Calendar Academic Session 2024-25 of the students under RBU, CDOE.

Agenda Item No.7.

To consider the resignation letter, received from Nishat Mehboob, Asst. Professor of Master in Education under RBU, CDOE.

Resolutions

The CIQA has considered the resignation letter, received from Nishat Mehboob, Asst. Professor of Master in Education under RBU, CDOE, w.e.f., 01.08.2024.

It is also decided that advertisement of the vacant post may be given immediately.

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20/9/24
20/9/24



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Agenda Item No.8.

For taking decision of capping for evaluation of answer scripts for each day and the total capping for evaluation of answer scripts for each of the Examiner of each Programme under RBU, CDOE.

Resolutions

The committee has decided that the capping for evaluation of answer scripts for each day is to be a maximum of 120 and minimum of 60 answer scripts for each examiner and One Examiner would evaluate a total of 2000 ~~number of~~ answer scripts for each programme of the Examination under RBU, CDOE. It is also decided that Faculty members are not to examine and evaluate the answer scripts pertaining to their own LSCs, except the full time faculty members of the HEI (RBU, E.B. Campus)

Agenda Item No.9.

To establishment of new Examination centre at Panskura Banamali College, Panskura, Purba Medinipur under RBU, CDOE.

Resolutions

The decision taken by the Director with the approval of the Hon'ble Vice-Chancellor to establish Examination Centre at Panskura Banamali College, Purba Medinipur under RBU, CDOE, is considered and approved by the committee.

Agenda Item No.10.

To implement a decision to conduct "Coordinators' meeting" under RBU, CDOE, as per the UGC-DEB norms.

Resolutions

The committee has decided that Coordinators' meeting under RBU, CDOE may be conducted and expenses regarding conducting of the said meeting will be borne by the CDOE



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The meeting ended with a vote of thanks.

Justice Subhro Kamal Mukhopadhyay
Justice Subhro Kamal Mukhopadhyay
(Retired), Hon'ble Vice Chancellor and
Chairperson of the CIQA

AB 30/9/24
Professor Ashis Kumar Das, Director
and Member Secretary, CIQA

The above recommendation of the CIQA under RBU, CDOE is placed before the Hon'ble Vice-Chancellor for his kind consideration please.

Justice Subhro Kamal Mukhopadhyay
Justice Subhro Kamal Mukhopadhyay
(Retired), Hon'ble Vice Chancellor and
Chairperson of the CIQA

AB 30/9/24
Professor Ashis Kumar Das, Director
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