



**Vidyasagar College for Women**

**(NAAC ACCREDITED)**

39, Sankar Ghosh Lane

Calcutta - 700 006

Phone : 2241 8889

E-mail : office.vcfw@gmail.com

office@vcfw.org

No. ....

Date.....

## **Policy Document for Financial Assistance to Teachers**



**VIDYASAGAR COLLEGE FOR WOMEN**

### **NOTICE**

A meeting of the Finance Sub-Committee will be held on 18.12.18 at 11 am in the New Building Principal's room to consider the following agenda.

Members are requested to attend the meeting.

#### **Agenda :**

1. Confirmation of proceedings of FC meeting dated 03.10.2018.
2. Matter related to payment of Civil Contractor, Procomad and Dey sarkar & Associate from Common Building Fund of VCFW & VEC.
3. Matter related to post facto approval for payment of lift maintenance (Battery & parts)
4. Miscellaneous.

Date : 13.12.18

*T. Roy*  
(Dr. Tapan Roy)

Convener, Finance Sub-Committee

#### **Members :**

1. Principal, Dr. Rupali Chaudhuri
2. Dr. Tapan Roy, Convener, Finance Sub-Committee
3. Dr. Pranati Sinha, Govt. Nominee
4. Prof. Nabanita Chatterjee, Uni. Nominee
5. Dr. Srijit Chowdhury
6. Prof. Aniruddha Ghosh, Bursar ( Invitee)
7. Sri. Sayandeb Sinha (Invitee)

**ATTESTED**

*Jutapa Roy*

Principal

Vidyasagar College For Women





# Vidyasagar College for Women

(NAAC ACCREDITED)

39, Sankar Ghosh Lane

Calcutta - 700 006

Phone : 2241 8889

E-mail : office.vcfw@gmail.com

office@vcfw.org

No. ....

Date.....

Members present in the FC meeting dated 18.12.2018

1. Chandrasekhar 18.12.18

2. T. Roy 18.12.18

3. ~~Chandrasekhar~~

4. Anindita Ghosh 18.12.18

5. N. Chatterjee

6. Sudhakar 18.12.18

## Proceedings of the Finance sub-committee meeting held on 18.12.2018.

The meeting was presided by Dr. Rupali Chaudhuri, the Principal of the College and the following resolution were adopted.

- 1) The proceedings of the Finance Sub-Committee meeting held on 03.10.2018 were read out and confirmed.
- 2) FC request Principal to form a committee who can compare the bank statements, payment vouchers and audit report of common building fund of VCFW and VEC and provide concrete proposal related to claim of civil contractor Proconmag and Dey Sarkar & Associate.
- 3) FC approve the payment of Lift maintenance ( post facto) and advice AMC with parts for the same so that this problem could be avoided in future.

### 4) Miscellaneous :-

- (i) Teacher empowerment program :- Financial support provided to Teachers :-
  - a) once in a year for participating or presenting paper or oral citation in Seminar/Conference/Workshop/FDP : within the state (WB) up to Rs.500/-, outside the state Rs.1000/- .
  - b) attending seminar for presenting paper or oral citation outside India once in three year : 50% of registration fee or Rs.2000/- which one is less.
  - c) Membership fee of professional bodies up to Rs 500/-
- (ii) DA @Rs.53 for daily rated worker as per G.O.

As nothing else was to be discussed in the meeting ended with a vote of thanks to the chair.

T. Roy  
(Dr. Tapan Roy)  
Convener, Finance Sub-Committee  
CONVENER  
FINANCE COMMITTEE

ATTESTED  
Jutapa Roy  
Principal  
Vidyasagar College For Women



The Following Document Shows The Minutes Of Governing Body Meeting Wherein The Resolutions Of The Finance Sub-Committee Regarding Formulation Of Policy Document For Providing Financial Support To Teachers Of Vidyasagar College For Women To Attend Conferences/Workshops And Towards Membership Fee, Was Accepted And Approved.



## VIDYASAGAR COLLEGE FOR WOMEN

(NAAC ACCREDITED)

39, SANKAR GHOSH LANE

KOLKATA - 700 006

Phone : 2241 8889

No. ....

Date .....

### MEMBERS PRESENT IN THE G.B MEETING DATED 17.04.19

1. Shri Debasis Mallick, President *D. Mallick*
2. Prof.Dr. Rupali Chaudhuri, Secretary to GB and Principal *Rupali Chaudhuri*
3. Smt. Smita Bakshi, Government Nominee
4. Prof.Dr. Pranati Sinha (Mallick), Government Nominee *P. Sinha 17/4/19*
5. Prof. Dr. Shibranjan Chatterjee, University Nominee
6. Prof. Nabanita Chatterjee, University Nominee *N. Chatterjee*
7. Smt. Sadhana Bose, Councillor *S. Bose*
8. Prof. Dr. Tapan Roy, Teachers' Representative *T. Roy*
9. Prof. Dr. Patrali Ghosh, Teachers' Representative *P. Ghosh 17.4.19*
10. Prof. Dr. Srijit Chowdhury, Teachers' Representative *S. Chowdhury 17.4.19*
11. Sri Apurba Roy, Non-Teaching Representative *A. Roy 17/04/19*
12. Smt. Shukla Patra, G.S. of Students Union

ATTESTED

*Sutapa Roy*

Principal

Vidyasagar College For Women







No. ....

Date.....

**Proceedings of the Governing Body Meeting dt. 17.04.2019**

**Members Present :**

1. Shri Debasis Mallick, President
2. Prof.Dr. Rupali Chaudhuri, Secretary to GB and Principal
3. Prof.Dr. Pranati Sinha (Mallick), Government Nominee
4. Prof. Nabanita Chatterjee, University Nominee
5. Smt. Sadhana Bose, Councillor
6. Prof. Dr. Tapan Roy, Teachers' Representative
7. Prof. Dr. Patrali Ghosh, Teachers' Representative
8. Prof. Dr. Srijit Chowdhury, Teachers' Representative
9. Sri Apurba Roy, Non-Teaching Representative

1. Proceedings of the deferred Governing Body meeting dt. 12.12.2018 was read and confirmed as such.
2. The results of B.A./B.Sc. Part III Hons/General 2018 was placed before the house.

After going through the results the Governing Body suggests that the college should try to bring about further improvement in the results in due course.

3. Principal appraises the house about the verbal requests from Bikash Bhawan to provide a "No Objection Certificate" in favour of Smt. Nandita Guha Thakurta (Pal). The Governing Body unanimously resolves that unless the college receives a document from the Higher Education Directorate asking for the "No Objection Certificate" in her name it will not be possible to proceed with the matter.
4. Preparation and presentation of the proposal for Financial Assistance for the celebration of Bicentenary of Pandit Iswar Chandra Vidyasagar in 2020 was discussed at length.

1

**ATTESTED**

*[Signature]*

Principal

Vidyasagar College For Women



*[Signature]*



## Vidyasagar College for Women

(NAAC ACCREDITED)

39, Sankar Ghosh Lane

Calcutta - 700 006

Phone : 2241 8889

E-mail : office.vcfw@gmail.com

office@vcfw.org

No. ....

Date.....

- (iii) Governing Body unanimously nominates the names of Shri Debasis Mallick, President of GB and Shri Aniruddha Ghosh, Bursar as experts for Administrative audit, 2018-2019.
- (iv) The matter regarding the opening of PG classes in Physics as discussed with the teachers of the department was placed before the Governing Body. The Governing Body opines that :
- A) The matter regarding restricting the admission of only girl students for the PG classes to be discussed with Pro Vice-Chancellor, Inspector of Colleges and Registrar of Calcutta University before arriving at a decision.
  - B) Governing Body resolves that the PG classes to be held from 11.00 a.m. – 5.30 a.m.
  - C) Governing Body approves of the purchase of Office Automation Software with a statement of expenditure. Governing Body allows invitation of Tender for the same.
  - D) Regarding Casual Accounts' assistant the governing Body opines that the appointment of a Casual Account assistant be placed in the next Governing Body meeting after specification of the workload by the Bursar.

11. Resolutions of the Finance Sub-Committee meetings dt. 18.12.2018, 30.01.2019 and 09.03.2019 and 29.03.2019 were accepted and approved by the Governing Body.

12. Medical Leave of Dr. Krishna Barat, Associate Prof. of the Department of Physics from 06.02.2019 to 14.02.2019 (9 days) for the cataract operation of her right eye was approved by the Governing Body as per rule.

13. The application for Child Care Leave by Dr. Ajanta Saha Mondal, Assistant Professor of the department of Botany was considered by the Governing Body. The Governing Body approves and grants the Child Care Leave of Dr. Ajanta Saha Mondal from 1<sup>st</sup> march to 30<sup>th</sup> march as per rule in Post facto.

ATTESTED

*Ajanta Saha*

Principal

Vidyasagar College For Women





## Vidyasagar College for Women

(NAAC ACCREDITED)

39, Sankar Ghosh Lane

Calcutta - 700 006

Phone : 2241 8889

E-mail : office.vcfw@gmail.com

office@vcfw.org

No. ....

Date.....

The Governing Body approves of the matter and requests the Principal for preparation of the papers and sending them to Bikash Bhawan as per rule.

### 37. Miscellaneous :

- A. The matter regarding the sharing of the common areas of the premises belonging to the three colleges of the Vidyasagar Group of Colleges was discussed.

The Governing Body resolves that letters be sent to the local councillor, MLA and Police Station informing that Vidyasagar College (Day) is not allowing the other two colleges to park cars or walk to main road for availing public transport through the common driveway unauthorisedly.

- B. The matter regarding the arrear of 22 ex-teachers was raised and discussed. The Governing Body resolves that the matter be resolved as early as possible.

(DR. RUPALI CHAUDHURI)  
Principal & Secretary  
Governing Body,  
VCFW.

ATTESTED

*Justice Roy*

Principal

Vidyasagar College For Women

