



NETAJI SUBHAS OPEN UNIVERSITY

DD-26, Sector-I, Salt Lake City, Kolkata-700064

Email: registrar@wbnsou.ac.in; Ph: (033)4066-3220

Memo No.: Reg/135 /2016

Date: 16.02.2016

The 35th meeting of the Academic Council of Netaji Subhas Open University was held on 10th February (Wednesday) 2016 at 11.30 AM in the Board Room (3rd Floor) of the University Head Quarters, DD – 26, Sector – I, Salt Lake City, Kolkata – 700 064. Proceedings and Resolutions of the said A.C meeting are as follows-

1. To confirm the proceedings and resolutions of the 34th Meeting of Academic Council held on 20.12.2013.

Stands Confirmed.

2. Action taken report (ATR) in respect of Items 11, 13, 17, 19, 22 of the 34th Academic Council Meeting Resolution placed before the 70th EC held on 01.02.14.

Reported, deliberated and confirmed.

3. i. To note the list of the candidates who got eligible for award of Ph.D. degree since the 34th meeting of the Academic Council.(vide Annexure C)

Reported and accepted; and the note of empowering the Vice Chancellor to include the name(s) of any other recipient(s) of Ph.D Degree from NSOU in the aforesaid list prior to its placement before the next meeting of the Executive Council(EC) stands resolved in the affirmative.

- ii. To report the trifurcation of the School of Humanities & Social Sciences as per NSOU Revised Statues (2014) and consequent formation of new Schools of Studies.

[Agenda Note: The Schools of Studies were reconstituted within the provision of First Statute (Revised), 2014, u/s 15(1) as well as consequent to the fact that a good number of newly recruited teachers (total=twenty two, till date, in the capacity of Associate Professors & Assistant Professors) have joined the different Schools and two members of the teaching faculty have got promotion as Associate Professors under CAS. Accordingly, the erstwhile School of Humanities and Social Sciences (H&SS) with nearly 23 courses at BDP, PG, Second Degree, P.G Diploma and Certificate levels and total students of over 2 lakh or more, has been ramified into 1.i)School of Humanities, ii) School of Social Sciences, iii) School of Professional



Studies. The other Schools of Studies of the University continue in their present name, i.e. 2.iv) School of Sciences, v) School of Education & vi) School of Vocational Studies.]

Reported and noted.

iii. To report the initiatives already taken relating to the extension of academic activities at the Kalyani Campus of the University.

[Agenda Note: All the Schools of Studies have been allotted adequate space in the Kalyani Campus to conduct their diverse academic programmes. Most of the Schools have been provided financial assistance to develop infrastructural facilities to set up smart classes, laboratories, PCP(Personal Contact Program) arrangements with full ICT support in addition to SLMs (Self Learning materials). An audio visual (AV) studio is also to be set up soon to cater to the needs of the students.]

Reported and noted.

iv. To report the initiative towards the development of Central Library at the Kalyani Campus of the University.

[Agenda Note: Space has been allotted for organising activities of the Central Library of the University at Kalyani campus, under the control of Deputy Librarian. Total area measuring about 2194sqft(approx) on the second floor of the newly constructed three storied warehouse building at Kalyani Campus has been allotted for this purpose. Initiative has been taken to shift books from erstwhile library of the campus to the new central library. A Library Committee has been formed as per Statutes(Revised),2014,u/s 21.(1), and a meeting of the same was held by on 5th January,2016, and activities are being initiated as per proceedings/Minutes of the said Meeting.]

Reported and noted.

v. To report the matter related to the present status of the upcoming regional centres at Durgapur and Jalpaiguri.



[Agenda Note: Overall physical progress of about 50 percent of the work with regard to the upcoming Regional Centre at Durgapur has been achieved as on November,2015, as assessed by members of the building Committee who inspected the site then. Similarly, overall physical progress of about 20 percent of the work with regard to the upcoming Regional Centre at Jalpaiguri appears done, as on November,2015 as assessed by the members of the Building Committee who visited the site then.]

Reported and noted.

- vi. To report the matter related to the integrated campus at Newtown, Rajarhat, Kolkata.

[Agenda Note: A piece and parcel of land at New Town, Kolkata was received by the university measuring three(3) acres, from HIDCO for establishing a regional centre and open campus of NSOU under the principal use "education". The agreement of deed was signed on 14.10.2015. Recently it has been informed by the Higher Education (HE) Deptt that the stamp duty and Registration fees chargeable on the execution of Lease Deed in respect to this land has been remitted.]

Reported and noted.

- vii. To report about the renewal of MoU valid through 07.12.2019 with the Rehabilitation Council of India (RCI) in respect of B.Ed.-Spl(MR/HI/VI)-ODL. As per the latest stipulation of RCI the course structure has been thoroughly revised and the duration of the course has now become two and half years (2 Years 6 Months).

Reported and noted.

- viii. To report on locating a Study Centre of B.Ed.-Spl(MR/HI/VI)-ODL as approved by RCI with 20 intake capacity at Kalyani Campus as per clause 24(3)-Chapter IV of NSOU First Statues(Revised), 2014.

Reported and noted.

- ix. To report that NSOU has entered into a service agreement (to cater to nearly 8935 enrolled learner for academic session 2015-2016) on 21 August, 2015 for academic



support services for ICT enabled courses with Schoolguru Eduserve Pvt. Ltd. on resource sharing basis. In this agreement, in the first phase 3 Schools of Studies namely School of Education (SoE), School of Vocational Studies (SVS) and School of Professional Studies (SPS) have been incorporated. The academic support services (LMS) of the ICT enabled courses of said schools will include.

- ✓ Video/ Audio lectures.
- ✓ PowerPoint Presentation.
- ✓ Electronic course material and Study Notes
- ✓ Feedback mechanism for Students (via mail, SMS alerts/ mobile phone, telephone).
- ✓ Continuous assessment for Students
- ✓ Question Bank consisting varieties of questions and
- ✓ Setting up of Studios in different campus of University.

Reported that nearly 9000 students have been brought within the ambit of this service in the first phase and resolved in the affirmative.

- x. **To report on the successful completion of the Teacher Education Programme of B.Ed.-ODL assigned by the Govt. of West Bengal and duly approved by the National Council for Teacher Education (NCTE).**

[Agenda Note: The University was entrusted with the duty of training up the untrained in-service upper primary school teachers by GoWB under the mandate of RTE Act. The School of Education completed the task of training nearly 29,000 such untrained teachers as mentioned above during the academic sessions of 2013-14 & 2014-15 through 184 (all NCTE recognized) Study Centres across the state and completed successfully within the stipulated date, i.e 31.03.2015. The program has been duly approved by NCTE.]

Reported and noted.

- xi. **To report that the NSOU has applied to NCTE with intimation to DEB-UGC and Govt. of West Bengal for approval of introducing B.Ed. programme of its own in ODL mode.**

Reported and noted .



- xii. To report that NSOU has applied to RCI with intimation to DEB-UGC for introducing M.Ed. in Special Education Programme from 2016-17 session.

Reported and noted.

- xiii. To report about the Pilot project on Extension of Student Support Service through Google Chat and Facebook to the Post Graduate learners enrolled (7500 Aprox) in Post Graduate Bengali (PGBG), Post Graduate English (PGEG) & Post Graduate English Language Teaching (PGELT) under School of Humanities course free of cost.

Reported and noted.

- xiv. To report about the preparation of SLM (Paper I to IV) of newly framed Under Graduate Syllabus of English under School of Humanities.

Reported and resolved that BDP-EEG syllabus has been revised in FEB, 2014 and the new syllabus has been introduced for learners from July, 2015 batch. It was further reported that the new SLM is being prepared by the course writer duly assigned by the UG Board of Studies of the subject concerned.

- xv. To report about the revision of EBG SLM Paper I to VIII under School of Humanities.

Reported and resolved that existing EBG SLM (Paper I to VIII) has been revised and re-edited by the faculty members of the School of Humanities. Further reported that this revision work has been done in consultation with the UG board of Studies in Bengali and printing of revised SLM is in progress.

- xvi. To report about the action taken towards adaptation of the Institutional OER policy (CC-BY-NC-ND) for the courses under ICT support, i.e. courses of School of Professional Studies and School of Vocational Studies. Beside this the School of Education has entered into a collaborative partnership with TESS India, Google webrangers free of cost.

Reported and accepted.

- xvii. To report about the discontinuation of admissions in 2015-16 Academic session in New Alipore College Study Centre and Raiganj University College Study Centre.



[Agenda Note: Admissions in New Alipore College Study Centre and Raiganj University College Study Centre were not allowed during the July 2015-2016 admission session as the Governing Body of the former college decided not to continue the Study Centre at the college any longer while the later college has been upgraded to a University. However, the Centres will continue to provide student support services to the existing students till they complete their studentship. Maintenance Grants are being sent to the Centres as per their current requirement.]

Reported and noted.



xviii.

To report the revisions made in the following courses w.e.f. July 2015

Sl. No.	Course	Present Nomenclature
1	Diploma in Travel & Tourism (10+2)	Post Graduate Diploma in Travel & Tourism (10+2+3)
2	Diploma in Sports and Competitive Yoga(10+2)	Post Graduate Diploma Sports and Competitive Yoga(10+2+3)
3	MA in Human Values, Ethics and Indian Culture (10+2+3)	Post Graduate Diploma in Values, Ethics & Leadership (10+2+3)

Reported and accepted.

xix. To report the renewal of MoU with the following Vocational Centres with the existing terms and conditions:

- i. Anindya Yoga Society,
- ii. Arabindanagar Youth Society,
- iii. Rabindranath Tagore Centre for Human Values,
- iv. Anjali Welfare Society & Research Foundation,
- v. Bangiya Bijnan Parishad,
- vi. Shivananda Health Society,
- vii. Pranabananda Institute of Management & Technology (a unit of Bhata Seva Shram Sangha)

Reported and accepted.



xx. To report the opening of new vocational centres (w.e.f 2015-16 session) with existing courses-

Sl. No.	Centre	Existing Course
1	Nabadwip Bakultala School of Education, Nabadwip, Bakultala Praktan Chhatra Sammilanee, Nadia	DPTTE-M, DTP & Networking, DMLT
2	Joygopalpur Gram Vikash Kendra, Basanti, 24Parganas(S)	DTP & Networking, Organic Agriculture & Horticulture, Tailoring & Dress Designing
3	Sri Aurobinda Engineering Institute at i)Kasba, ii) Barasat and iii)Kalyani	Automobile Repairing & Maintenance, Refrigerator & Air Conditioning and Electrical Technician
4	Nazirpur Rainbow Educational Institute, Murshidabad	Needlework, DTP, Travel & Tourism, Modern Office Management, Safety & Security, DPTT-M
5	Ruby General Hospital, Kolkata	PG Diploma in Front Office Management
6	Sri Aurobinda Engineering Institute at Siliguri & Burdwan	Automobile Repairing & Maintenance, Refrigerator & Air Conditioning and Electrical Technician New training programme
7	Asutosh College	Training Course Export Import Management, Travel and Truisms and Disaster Risk Management

Reported and accepted.

xxi. To report about opening of following eleven new study centres with existing UG and PG courses in general degree by the University in Govt. and Govt. aided colleges:

SL. No.	Name of the Study Centre	Year of inception
1	Ramananda College, Bishnupur, Bankura	2014
2	Jhargram Raj College (Girl's Wing), Jhargram, Paschim Medinipur:	2014
3	Savitri College, Kolkata	2014
4	Maharaja Nandakumar Mahavidyalaya, Kalyanchak, Purba Medinipur	2014
5	Nani Bhattacharya Smarak Smriti Mahavidyalaya, Jaigaon, Alipurduar	2015
6	Alipurduar Mahila Mahavidyalaya, New Town , Alipurduar	2015
7	Ramananda Centenary College, Laulara, Purulia	2015
8	Birpara College, Alipurduar	2015
9	Nakshalbari College, Nakshalbari, Darjeeling	2015



10	APC Roy Govt. College, Matigara, Siliguri	2015
11	S. R. Fatepuria College, Beldanga, Murshidabad	2016

Reported and accepted.

4. To consider the matter related to obtaining recognition under section 12(b) of the UGC act 1956(as it is now impending in connection with the DEB-UGC grants).

[Agenda Note: Regarding obtaining recognition under section 12B of the UGC Act, 1956, NSOU like most other State Open Universities (SoUs) have taken measures to gain eligibility to seek recognition from UGC under 12B in the light of the fact that UGC-DEB has discontinued financial assistance to the university w.e.f 2015-16 F/Y due to lack of 12B recognition. Furthermore like most other State Open Universities (SoUs) NSOU, has appealed to UGC/MHRD for relaxation of the norms therein. Formal applications have already been made to the GoWB to sanction some additional posts for teachers, officers & Non Teaching staff, as well as infrastructural augmentation at the Kalyani Regional centre campus. This has been done to enable us to comply with the UGC guidelines/mandate on minimum requirements to obtain 12-B status. With regard to financial support, some of the needs, i.e in infrastructural matters, grants have been received from the State Government. We have already initiated infrastructural development in the Kalyani campus with setting up of smart classrooms, laboratories and AV studio with ICT support. Now, we are awaiting the sanction of the HE Deptt, GoWB, for the additional posts in the different categories. Meanwhile, we have already started the process of completing the proforma/application to UGC for 12-B recognition, along with necessary backup papers and the same would be sent to UGC as soon as feasible.]

Reported and accepted. It was further resolved that the initiative taken in this matter may be pursued further.

5. Proposal for setting up general guidelines for engagement of counselors at BDP and PG level for different courses.

Resolved that existing eligibility criteria for engagement of counselors at BDP level for all courses may continue. It is further resolved that the criteria for engagement of councilors at PG level for all courses maybe set separately. (Refer details vide Annexure-D)



6. To consider the renaming of the papers of PGGR as proposed by the PG BOS in Geography (Instead of 10 papers, viz. IA, IB, IIA, IIB,.....XA, XB, it should be individual 20 papers I, II, III,.....XX of 50 marks each).

Accepted in principle. Resolved that final decision in this would be taken only after Hon'ble Vice Chancellor deliberated on the matter with the Director of School of Science and all concerned.

7. Introduction of Programmes/Courses through contact mode:

i. To consider introduction of different courses through contact mode from the 2016-17 academic session.

ii. To consider resuming the Ph.D. programme in different Schools as per UGC 2009 regulations.

Insofar as the aforesaid two agenda items (viz 7i. & 7ii.) are concerned, resolved that Vice Chancellor would take up the legal aspect of the matter with the competent authority/authorities as deemed fit.

8. To consider introduction of the following short-term training programmes (upto six month duration) under different School of Studies

Sl. No.	Centre	Training Programme	Eligibility	Schools
1	Institute of Pulmocare & Research, Kolkata	Community Respiratory Care Assistants	10+2 (Science)	School of Vocational Studies
2	Institute of Pulmocare & Research, Kolkata	Assisting Respiratory Specialists in Practice	Eligibility- 10+2, Science	
3	Pranabananda Institute of Management and Bharat Sebasram Sanga	Mobile phone repairing	10	
4	Pranabananda Institute of Management and Bharat Sebasram Sanga	Beauty therapy & Hair Dressing	10	



5	Pranabananda Institute of Management and Bharat Sebasram Sanga	Solar Technician ✓	10	
6	Institute of Management Study	Business Management using data analytics	Graduate (10+2+3)	School of Professional Studies
7	Institute of Management Study	Supply Chain Management	Graduate (10+2+3)	
8	Kalyani Campus, NSOU	Child Rights and Child Protection- 3 months ✓	Graduate (10+2+3)	
9	Kalyani Campus, NSOU	Women's Studies-3 months ✓	10+2	
10	Kalyani Campus, NSOU	Library Information Technology -6 months ✓	BLIS/MLIS	
11	Kalyani Campus, NSOU	Library Automation and Networking (KOHA)- 3 month ✓	BLIS/MLIS	

Reported and resolved in the affirmative.

9. Opening of a Centre under School of Humanities: To consider the proposal of creating a new Centre under the aegis of School of Humanities to promote interdisciplinary studies as detailed.

Name of the Centre: "Centre for Language, Translation and Cultural Studies"

Financial Nature: Self-financed

Area of interest: Language Training Programme, Orientation Programme for Translator, Collaborative Research & Publication, SLM translation.

Accepted in principle; It was felt that such initiatives are always welcome, however the modalities/Regulations in this matter need to be framed first. Accordingly Vice Chancellor is empowered to initiate the matter asap (preferably within a month).

10. To consider the permission to use NSOU's course materials to other State Open Universities like Odisha State Open University. Actual cost of developing course materials like DTP charge, expenses relating to the BOS meeting, Text writers and editors fees may be charged for this purpose.

Reported and resolved that permission to use NSOU's course materials by other institutions such as Odisha State Open University could be given only on thorough scrutiny of the Agreement proposed to be executed between the parties concerned.



11. Incorporation of the Logo of the College where the study centre is located along with that of NSOU in all matters relating to correspondence with the University and the stakeholders.

Reported and accepted.

Table Agenda

1. a) To report opening of PG Zoology and PG Geography at Chandernagore Govt College Study Centre.

Reported and accepted.

- b) To report opening of Botany, Zoology and Mathematics at Bankura Christian College Study Centre and Physics, Chemistry, Botany, Zoology, Geography and Mathematics at B.B College Study Centre, Asansol-both at BDP level.

Reported and accepted.

- c) To report about enhancement of seats at PG Geography and PG Zoology Study Centres to take care of OBC(A & B Category) reservations as per rule of the Govt.

Geography- 80 to 110

Zoology- 95 to 135

Reported and accepted.

Sd/-
Registrar (Acting)
Member Secretary
A.C., NSOU

Memo No.: Reg/135 /2016/(1)16

Date:16.02.2016

Copy to :

1. Shri Suparno Moitra, Govt. Nominee.
2. Shri Somesh Dasgupta, Govt. Nominee.
3. Shri Debashis Bhattacharya, Govt. Nominee.
4. Shri Anindya Ch. Majumdar, Govt. Nominee.



5. Regional Director, IGNOU.
6. Dr. Ashit Baran Aich, Ex-officio Member, Director of Study Centres.
7. Professor Kajal De, Professor of Mathematics & Director of School of Sciences (Ex-officio).
8. Professor Atindranath Dey, Director of School of Education (Ex-officio).
9. Dr. Manan Kumar Mandal, Associate Professor of Bengali & Officer-in-Charge, School of Humanities.
10. Dr. Chandan Basu, Associate Professor of History.
11. Dr. Bibhas Guha, Assistant Professor of Zoology.
12. Smt. Tinki Kar Bhattacharya, Assistant Professor of Geography.
13. Dr. Nirupama Bhattacharya, Co-ordinator, Burdwan Raj College Study Centre.
14. Dr. Dilip Bhattacharya, Co-ordinator, Balurghat College Study Centre.
15. E.S. to V.C. for information to Hon'ble V.C.
16. Guard File

Registrar (Acting)
Member Secretary
A.C., NSOU



ACTION TAKEN REPORT (ATR) in respect of the following items of the 35th Academic Council (AC) Meeting Resolution that was placed before the 71st meeting of the Executive Council held on 14.03.2016 and approved

The Proceedings of the 35th Academic Council was reported and placed before the 71st meeting of the Executive Council held on 14.03.2016 where all the items were thoroughly deliberated to the satisfaction of the House and confirmed. However the following issues were reported with following notes*-

- (i) **Note- Item No3(xi) (refer the Proceedings of the 35th AC) to report that NSOU has applied to NCTE with intimation to DEB-UGC and Govt of West Bengal for approval to introduce B.Ed programme in ODL mode*

(ATR) Item 3(xi) NSOU has applied to the NCTE in the year 2015 for granting approval to introduce B.Ed programme in ODL mode. Inspection of university campus by the NCTE representatives was held on 12th August, 2016. NCTE rejected the application citing deficiency in terms of land and land documents. However, the University has land and necessary land documents and all the papers were furnished along with the Application. The University preferred an Appeal and the University was represented by Dr A N Dey, Director, SoE, NSOU and Prof. S K Sarkar HoD, SoE, NSOU at the Appeal Hearing held on 26th of September, 2017 at the NCTE H. Q., New Delhi. They presented the submission and papers in support of their arguments. Members of the Appeal Committee set aside the earlier rejection order and four months' time to furnish NOC issued by the DEB-UGC. Then NCTE pointed out that the SLMs of the Course are to be vetted by DEB-UGC. Accordingly, the University submitted the entire package of the SLMs to DEB-UGC in February, 2017. DEB-UGC forwarded the SLMs to NCTE for vetting. NCTE returned back the SLMs to UGC-DEB after a long gap of three months. NCTE again returned back the SLMs to DEB-UGC for vetting and issuance of NOC. A second hearing in the aforesaid matter was held on 1st February, 2018 at the NCTE H. Q., New Delhi and was represented by Dr. A N Dey. Further one month's time has been allowed to this University. Accordingly, the University has taken up the matter with UGC and requested for early issuance of NOC regarding the SLMs and also requested the NCTE authorities for reconsideration of the application of the NSOU afresh.

- (ii) **Note- Item No3(xii) (refer the Proceedings of the 35th AC) to report that NSOU has applied to RCI with intimation to DEB-UGC for introducing M.Ed in Special Education Programme from 2016-17 session.*

(ATR) Item 3(xii) Rehabilitation Council of India, New Delhi vide Memo No 10-10(11)/M Ed/2010/RCI/5074 Dtd.28.04.2017 intimated the University that they may allow the University to introduce M Ed in ODL mode shortly, once the Course structures and allied matters are finalized.





(iii)* *Note- Item No 6 (refer the Proceedings of the 35th AC) the proposal to rename the papers of PGGR as proposed by PG BOS in Geography was accepted in principle; was decided that matter to be finalised only after Hon'ble Vice Chancellor consulted on this with the Director, School of Science and all concerned.*

(ATR) Item No6 NSOU got the permission of UGC-DEB to continue with some of its Degree and Diploma Courses for the Academic Session 2016-17 and 2017-18. So at the time of the 35th meeting of the Academic Council, the revision of syllabus was accordingly taken up. However, in Sept, 2017, UGC-DEB asked for submission of all the details on the proposed courses including the Project Proposal Reports by end of Oct., 2017. This was a completely new stipulation introduced by the UGC on very short notice. At that time there was no time to adopt a new course structure for the PGGR before the stipulated date. So, it may now be pre-mature to comment or proceed on this issue in view of the recent UGC Notification F.No 2-4/2015(DEB-III) dt.6TH February, 2018

(iv)**Note-Item No9. (refer the proceedings of the 35th AC) the initiative to open a Centre for Language, Translation and Cultural Studies under School of Humanities was accepted in principle and accordingly modalities/Regulations in the matter was decided to be framed first.*

(ATR) Item No 9. Regulations relating to opening of a Centre for Language, Translation and Cultural Studies under School of Humanities has been made as resolved. (Vide Annexure-A1)

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NETAJI SUBHAS OPEN UNIVERSITY
DD 26, Sector-I, Salt Lake, Kolkata-700 064
Website: www.wbnsou.ac.in

Memo no. Reg/ 632

Date - 02/08/2016

From:
Registrar
Netaji Subhas Open University

To

1. Director, School of Sciences
2. Director, School of Education
3. Officer-in-charge, School of Vocational & Professional Studies
4. Officer-in-charge, School of Humanities
5. Officer-in-charge, School of Social Sciences

Sub: Creation of a "Centre for Language, Translation & Cultural Studies" under the aegis of School of Humanities, the general guidelines in this regard.

With reference to above subject, I am directed to circulate the general guidelines which is enclosed herewith, may please be seen for information and taking necessary action, if any.

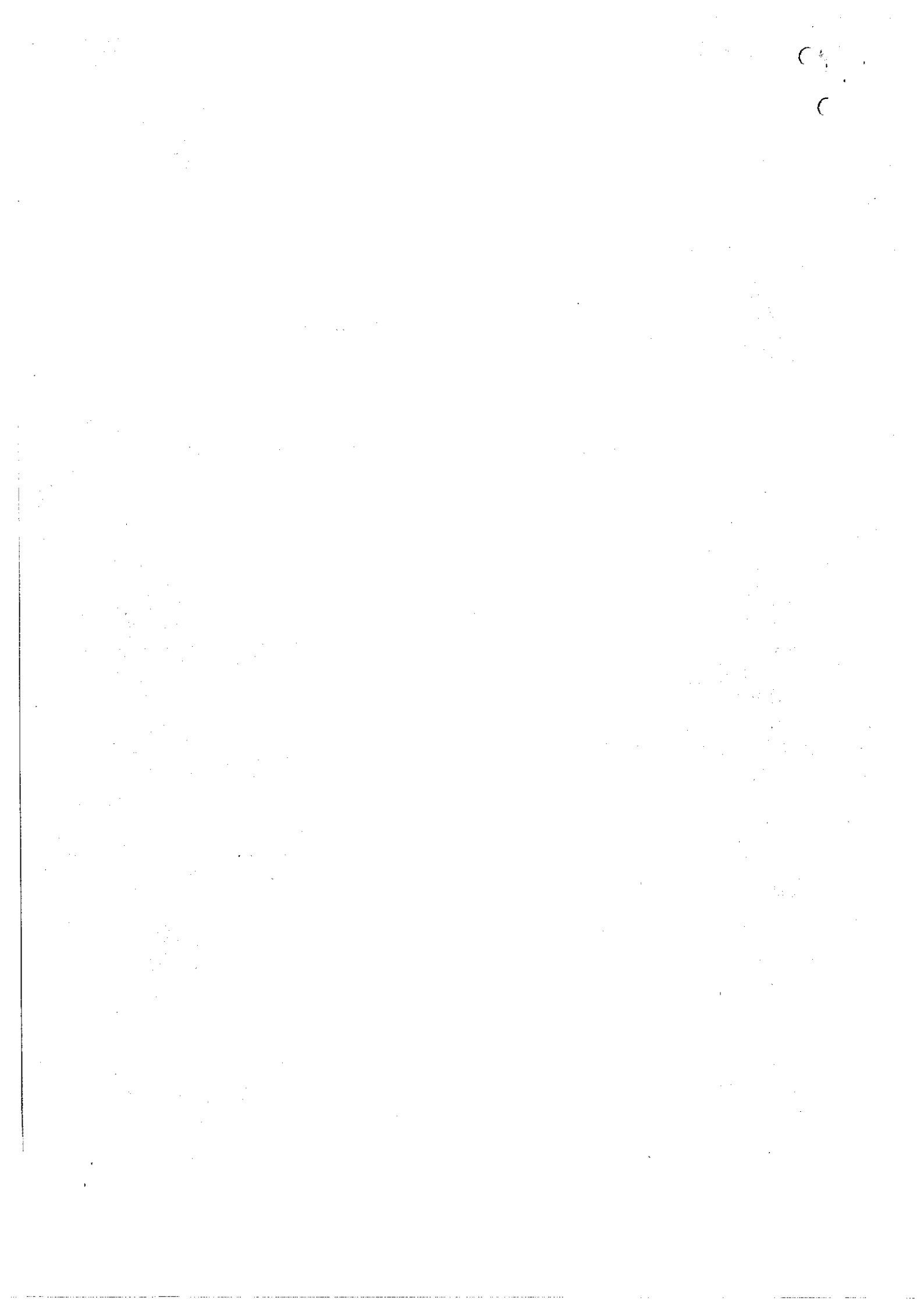
Encls: As stated.

Sd/-
Registrar

Copy for information to the :

1. Director, Study Centres
2. Finance Officer
3. Controller of Examinations (Acting)
4. Dy. Registrar (Admn)
5. Dy. Registrar (Aca)
6. E. S. to V.C. for information of V.C.


Registrar





Ref. No. VC/928

Dt. 4th July, 2016

Centre for Language, Translation & Cultural Studies

General Guidelines

Pursuant to the Resolution No. 9 (vide Memo. Reg /135/2016; Dt. 16/02/16) of the 35th meeting of the Academic Council and subsequently approved by the Executive Council in its 71st meeting held on 14/03/16 (vide Resolution No. 4 : Reg/242; Dt. 18/03/16), the following guidelines relating to creation of a Centre under the aegis of the School of Humanities (SoH) of Netaji Subhas Open University (NSOU) have been finalized.

General Clauses :

1. The Centre will have the nomenclature of "Centre for Language, Translation and Cultural Studies".
2. The Centre will function under the aegis of the School of Humanities, as per stipulations laid down by the competent authority of NSOU from time to time.
3. The formation of the Centre shall be as follows :
 - (a) The Vice Chancellor, NSOU: Chairperson of the Centre.
 - (b) The Director/ Officer in Charge of the School of Humanities: Ex-Officio Coordinator of the Centre.
 - (c) Finance Officer, NSOU, (Member)
 - (d) The Vice Chancellor shall nominate three (3) Members in the following manner :
 - i. One Assistant Coordinator from amongst the substantive faculty members of SoH; (Member)
 - ii. One general member from amongst the substantive faculty members of SoH; (Member)
 - iii. One expert in the field of publication and related matters. (Member)
4. Convening the meetings of the Centre : The Centre will hold its General Meeting from time to time, preferably twice a year. The meeting will be convened by the Coordinator of the Centre.



Summary statement of the activities of the Centre shall be reported to the next Academic Council meeting.

5. The objectives of the Centre shall be:

- (a) To promote capacity building of faculties working in ODL system
- (b) To expand the multi-lingual domain of knowledge sharing by conducting need based Language Training / Orientation / Refresher Programmes/ Certificate Course etc.
- (c) To promote knowledge based repositories of various regional level socio-cultural specificities to be made available as Open Source materials.
- (d) To make available by translation the SLM's of NSOU to multi-lingual target learners.
- (e) To promote collaborative partnerships with private enterprises towards publications of
 - i) Open and Distance Learning Pedagogy
 - ii) Seminar/Conference deliberations/proceedings
 - iii) Research oriented work in Humanities
 - iv) Curriculum based Reference/Supplementary Reading materials.
 - v) Publication of Journals/ Periodicals/ Bulletins in print or in ICT enabled electronic media etc.
- (f) To offer various language and translation related self-financed courses preferably not exceeding the duration of 6 months. Such courses shall not involve the Examination department of NSOU. Such courses may be designed in consultation with Experts Committees duly constituted by the Centre.

6. Financial Operation of the Centre

- i) The Centre shall function on self – sustaining basis.
- ii) The Centre shall have a separate Savings Bank account with Allahabad Bank, Salt Lake City Branch and said account shall be operated by the Coordinator and the Assistant Coordinator as the joint signatories.
- iii) The Financial procedures relating to Accounting & Budgetary issues of the Centre shall be guided, in principle, by Finance Rules of NSOU that may be in vogue from time to time.



- iv) The account statements of the Centre shall be audited by duly qualified (FCA) auditor/ audit firm.
 - v) **Donation:** The Centre may raise donation from various trusts / societies/ institutions/Individuals interested in charity to academic or cultural fields of study without violating its objective in broad sense.
7. The Centre will launch and operate its own website (which may be linked to the NSOU web portal) to disseminate information about its activities and programmes.
8. The Centre may, as and when needed, engage the services of specialised professionals in its various collaborative activities purely on term basis subject to the terms and conditions laid down by the Centre accordingly from time to time. The decision of the Centre in such engagement will be final.
9. **Centre-Private Enterprise Publication Related Linkage**
The Centre shall, as and when required, enter into Memoranda of Understanding (MOU) relating to collaborative research and publications with private enterprise/ institutions. All such MOU's will be worked out on case specific basis.
- i) The Coordinator of the Centre shall be the signatory to such contracts.
 - ii) Comprehensive schemes for publication proposed by members of the SoH / Centre/ academics associated with SoH, will be encouraged in collaboration with private enterprise/ institutions.
 - iii) The Centre shall promote publications in areas like curriculum based anthologies/ reference books/ translated texts/ relevant texts of Cultural Studies/ texts in vernaculars etc.
 - iv) Terms and conditions of the copyright agreement for each publication shall be determined on the basis of mutual arrangements to be signed between the Centre and the private enterprise concerned.



10. Centre-Govt/ Quasi-Govt/ Autonomous Institution Linkage

- (a) The Centre shall, as and when required, forge strategic partnerships with Institutes of higher learning of national and state level importance in activities relating to the conduct of seminars/ workshops/ training programmes etc. as may be felt necessary for purposes of research and academic communications. For all such partnerships, the Coordinator of the Centre shall be the signatory to all forms of agreements, with the approval of the competent authority of NSOU.
- (b) The Centre shall, in the organisation of workshops / Seminar / Symposia / conference, in the fields of Language, Translation, Culture falling under the broad ambit of Humanities, be empowered to apply for Grant- in- Aid (GIA) to different Govt./ quasi-Govt./ autonomous institutions/ other funding agencies.

11. For all the agreements / MoUs as has been described above shall be routed through the Chairperson of the Centre.

12. If, by reason of any provision of the aforesaid clauses, any difficulty arises in giving effect to these provisions, of legal or other nature, the Chairperson of the Centre shall refer such difficulty to the Competent Authority of the NSOU which may make such order or do such thing, not inconsistent with the provisions of these Clauses, as appears to it to be necessary or expedient for removing the difficulty. In all such cases the decision of the Centre shall be final.

Place : Kolkata

Date : 4th July, 2016

Copy Forwarded
to Dr. M. K. Mondal
GIC, COA

Vice Chancellor,
Netaji Subhas Open University

NETAJI SUBHAS OPEN UNIVERSITY
School of Humanities



Established By Act (W.B. Act (XIX) of 1997 and Recognised by U.G.C.)
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Website: www.wbnsou.ac.in; Email: nsou@wbnsou.ac.in
Memo: SoH 16/468

Date: 15/07/2016

Note Sheet

(Centre for Language, Translation & Cultural Studies)

Pursuant to the Resolution No 9 (vide Memo. Reg/135/2016; dated 16/02/16 of 35th Academic Council Meeting and subsequently approved by the Executive Council in its 71st meeting held on 14/03/16 vide resolution no: 4, Reg/242, Dt. 18/03/16), the attached guidelines (Pg.1 to 4 of attachment) have been finalized by the Honourable Vice Chancellor and sent to the U/S as the proposer of the Centre.

As per discussion with the Vice Chancellor regarding general notification of this newly formed Centre, the following observations have been made by the U/S to expedite the process.

- 1) a general notification by the competent authority of NSOU may be circulated among all heads of the School of Studies and other heads of concerned departments. Necessary instruction may also be communicated to ITO to upload the same at NSOU website for general awareness thereof.
- 2) as per guidelines prescribed in Cl No.3 of the aforementioned Centre, the Honourable Vice Chancellor shall nominate "Three Members (3)".
- 3) The formation of the Centre along with the Guidelines sent by Honourable Vice Chancellor may be reported to the next Executive Council Meeting.

VC/1079
AP-29/7/16

A
B
C

Dr Manan Kumar Mandal
Dr Manan Kumar Mandal
Associate Professor &
Officer-in-Charge, School of Humanities

Date: 15th July, 2016

• Ref 'A': The proposed stands approved and may be forwarded to the Registrar for n.a. at his end.
Attachment: Ref. No VC/928 dated 4th July, 2016 (Centre for Language, Translation & Cultural Studies, General Guidelines)

• Ref 'B': The names of the Members are proposed as follows.

- (a) Srideep Mukherjee, AP in English, NSOU.
- (b) Smt. Sumana Bandyopadhyay, AP in ELT, NSOU.
- (c) Subhansu Maitra, Supdt. of Publ., NSOU.

• Ref 'c' - stands approved for follow-up action accordingly.
D. - attached

Dr. Manan
SVC, SoH

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