

Proceedings of the meeting of IQAC held on 03-12-2021 at the Meeting Room of the College at 10:30 PM.

Members present:

SL. NO.	NAME OF THE MEMBER	DESIGNATION
1.	Dr Subrata Chatterjee	Principal & Chairman
2.	Dr Pulakesh Sen	Coordinator, Assistant Professor
3.	Dr Piyali De Maitra	Member, Associate Professor
4.	Dr Prasenjit Chattopadhyay	Member, Associate Professor
5.	Dr Suwendu Saha	Member, Assistant Professor
6.	Dr Sanjib Talukdar	Member, Associate Professor
7.	Dr Sukumar Pal	Member, Associate Professor
8.	Sri Shibananda Mridha	Member, Librarian
9.	Sri Bikash Das	Member, Management Nominee
10.	Sri Probodh Sarkar	Member, Employers' Nominee
11.	Mrs. Krishna Chakraborty	Member, Local Body - Nominee
12.	Sri Partha Chakraborty	Member, Alumni Nominee
13.	Sri Ashok Acharya	Member, Non-Teaching Staff
14.	Dr Sharmila De	Invitee Member, Principal, P. N. Das College

Dr Subrata Chatterjee, Principal & Chairperson of the IQAC takes the chair.

The following matters are discussed:

1. The decisions taken in the previous meeting are read and confirmed.
2. Teachers are requested to prepare and modify the 'Teaching plan & Unit plan' out of the prescribed syllabus for the ongoing programmes.
3. Teachers are requested to take more classes with the help of ICT, and keep the records.
4. Certificate courses (Add-on courses) in the departments of Physical Education, Bengali and Computer Science may be started.
5. Remedial and Special classes need to be taken for 'Slow learners' and 'Advanced learners' respectively.
6. Regarding the collaboration (MOUs) with different college and organizations, the IQAC suggests that initiatives are to be taken for new MOUs and old ones are to be renewed to enhance the academic and co-curricular collaborations.
7. Meritorious students can be provided with more Text & Reference books from the Library from the next sessions.
8. More computers need to be purchased so that the Student & Computer ratio may be increased.
9. The Career Development Cell is requested to restart some 'Employability Training programme' in the post-covid scenario.
10. Teachers are requested to participate in more 'Faculty Development Programme' either in offline or online mode for their promotion under CAS and up gradation.

The meeting ended with a vote of thanks.



(Signature)
Coordinator (IQAC)



(Signature)
Principal & Chairperson (IQAC)

Proceedings of the meeting of IQAC held on 21-05-2022 at the Meeting Room of the College at 11:00 AM.

Members present:

SL. NO.	NAME OF THE MEMBER	DESIGNATION
1.	Dr Subrata Chatterjee	Principal & Chairman
2.	Dr Pulakesh Sen	Coordinator, Assistant Professor
3.	Dr Piyali De Maitra	Member, Associate Professor
4.	Dr Prasenjit Chattopadhyay	Member, Associate Professor
5.	Dr Suvendu Saha	Member, Assistant Professor
6.	Dr Sanjib Talukdar	Member, Associate Professor
7.	Dr Sukumar Pal	Member, Associate Professor
8.	Sri Shibananda Mridha	Member, Librarian
9.	Sri Bikash Das	Member, Management Nominee
10.	Sri Probodh Sarkar	Member, Employers' Nominee
11.	Mrs. Krishna Chakraborty	Member, Local Body - Nominee
12.	Sri Partha Chakraborty	Member, Alumni Nominee
13.	Sri Ashok Acharya	Member, Non-Teaching Staff
14.	Dr Sharmila De	Invitee Member, Principal, P. N. Das College

Dr Subrata Chatterjee, Principal and Chairperson of the IQAC takes the chair.

The matters which are discussed and resolutions taken are as follows.

1. The decisions taken in the previous meeting are read and confirmed.
2. Discussed over the matters regarding 'Provisional NAAC' accreditation of the college with the following suggestions:
 - (i) Departmental Web-Portal may be started and proper documentation regarding the departments must be done.
 - (ii) A 'Students' Mentoring Group (Department-wise)' may be constructed for the students.
 - (iii) 'Students' Satisfaction Survey' must be done semester-wise.
3. Discussed over the functionalities and contributions of the registered 'Alumni Association' and the house suggested that at least 2-3 meetings must be held in a year.
4. Regarding the insufficient number of ICT-enabled classrooms in the college, it has suggested that at least 30% of the class rooms must be converted to ICT-enabled classrooms in the coming sessions.
5. IQAC appreciates the initiatives taken by the Principal regarding 'MOU' signed with different colleges within last two academic years. The colleges are (a) RBC College for women, Naihati, North 24 Parganas; (b) Nabadwip Vidyasagar College, Nadia; (c) BRSN College, Barrackpore, North 24 Parganas; (d) Chandidas Mahavidyalaya, Birbhum; (e) PN Das College, North 24 Parganas; (f) Gobardanga Hindu College, North 24 Parganas and (g) Dinabondhu College, North 24 Parganas.
The college-authority is requested to scan and upload the 'MOUs' in the college-website.
6. Discussed over matters regarding the 'Green initiatives' taken by the college and it has suggested that 'Green Audit' must be done immediately. The 'Rainwater Harvesting System' must be renovated at the earliest also.

7. Members have unanimously suggested that the 'Academic & Administrative Audit' and 'Gender Audit' of the college may be done at the earliest.
8. Regarding the publication of the college journal 'The Impression', the respected members have suggested that it must be published at least once a year and may be included in the WBSU-List of journals also.
9. The house reviews and recognizes the preparations for the 'Admission Process' for the forth-coming session.
10. Along with the above matters, the following suggestions are also given by the respected external members, such as,
 - (i) The IQAC must include a member from each of the sections like 'Academician from WBSU', 'Students' Representative' and 'Industry Representative' respectively.
 - (ii) No. of Broadband-Internet connections must be increased to provide the Internet-facility to the students smoothly with higher speed.
 - (iii) Add-on courses on 'Bakery', 'GST' may be started shortly for the students.
 - (iv) The Career Development Cell may restart the 'TCS-Employability Training Program' again.
 - (v) A Napkin-vending machine must be installed at the earliest to facilitate the women students.
 - (vi) A few 'Projectors' need to be purchased for the Meeting Room, IQAC Room and the Principal Room immediately.

The meeting ended with a vote of thanks.



(Signature)
Coordinator (IQAC)



(Signature)
Principal & Chairperson (IQAC)