

Minutes of the IQAC meeting held on 7.12.2018

Members Present

1. Dr Papia Chakraborti, Chairman
2. Dr Aparajita Nag, coordinator
3. Sri Arjun Biswas
4. Dr Sampa Mitra
5. Dr Nishi Pulugurtha
6. Sri Somnath Munshi
7. Dr Asis kumar Chakraborty
8. Dr Manasi Basu
9. Sri Saral Dutta
10. Dr Shyamal Sen
11. Dr Debjani Pal
12. Dr Sangita Gangopadhyay
13. Sri Biswajit De
14. Sri Pankaj kumar Mandal

- 1.) Dr. Aparajita Nag, Coordinator began the meeting by reminding all that it has been two years since the College had been NAAC accredited. Dr. Nag reported about the College activities held in the College after the 2016 NAAC visit in front of the external members of the IQAC – Seminars, Workshops, etc organized by the IQAC. She wanted to know about the modalities of an academic audit and said that the IQAC visited the departments in the College and reported on the checklist prepared after such visits. The IQAC has been involved in administrative work, has done Outreach programmes – Dengue awareness and Slum adoption by the NSS, Career Counselling and Placement, Campus Recruitment , Rewards/Awards to students. Dr. Ashis Chakraborty said that TCS would be sending their HR for conducting training at ISI and asked Dr. Nag to get in touch with ISI in this matter.

Dr. Nag said that the College needed to award the Best Graduate Arts and Science student and all agreed to this proposal.

Arjun Biswas wanted to know about the feedback form. Feedback from guardians and students had been sought. 16-17 and 17-18 feedback analysis had been done. Feedback to be sought from alumni.

- 2.) Dr. Nag read out the NAAC report. She reported that new posts have been created in the College. PG in Physics had received approval from H.E department but the University inspection and recommendation is yet to be done. PG department in Mathematics and Botany is running now. However, the PG departments face a paucity of funds. Pankaj Mondal asked the principal to speak to the VC in this regard as funds are needed for the setting up of laboratories, infrastructure, etc. Dr. Nag reported that MP Saugato Ray had been approached in this regard. She also said that the Rajya Sabha MP of our area be approached for funds. Bikashyan director asked if we could

get CSR funds for the College. Professor Ashis Chakraborty asked Dr. Nag to write to the Director ISI for PCs that ISI could give to the College. The Librarian opined that PG in History could begin in our College to which Dr. Nag and Saral Dutta reported that several PG departments in the Univ had vacant seats. The Principal noted that distance education courses would not add to the quality of the College and might just add to the funds only. There was a suggestion to begin UG courses in Psychology. Ashis Chakraborty noted that Data Analytics is very popular now. A short term course on it could be organized apart from a full time one in association with ISI, IIM, IIT etc. Bikashyan Director noted that WBSU had a Course on Counselling and Guidance and the College should enquire about it. Arjun Biswas noted that the College could work to sign an MOU with MSME for soft skill training, diploma and skill enhancement course. Pankaj Mondol informed that JU was keen to give away old PCs and that the College needed to approach them. Introduction of Yoga Course and Physical Education course was raised too. The Principal spoke of a language laboratory. She said that companies could be approached for the setting up of a language lab. Dr. Nag spoke of an add on course in Communicative English. British Institutes could be approached for add on communicative English course. The Bikashyan Director spoke of 6 month/1 year courses and said to approach 11th floor Bikash Bhavan.

3.) Non Teaching Staff development programmes. Dr. Nag spoke of courses for NT staff – UGC courses, short term for NT staff. Dr. Nag spoke if NT staff could be sent to attend the courses. The Principal reported that the MP had sanctioned 15 lakhs for PG Physics. Now the Principal has to request the VC to arrange for inspection and permission to begin the course. Lift needed – MLA and Santanu Sen MP to be approached for it.

4.) IQAC Budget

- i) Seminar Activities – Rs. 30,000/-
- ii) Contingency – Rs. 10,000/-

IQAC funded seminars to be organized.

5) The IQAC is to apply to NAAC for seminar in 4th week of March.

Information Explosion: Management and Quality Control in Education. The Librarian suggested this topic. Invited speakers – Principal of Belur Ramkrishna Mission College, one from NAAC, Dr. Suranjan Das

6) Pankaj Mondol advised to approach Mr Sobhandeb Chattopadhyay, Hon'ble Minister Govt of West Bengal for Solar energy. Dr. Nag spoke of energy efficiency/conservation to be done in the College.

Sd/- Coordinator

Sd/-Principal