

Agenda 01 - Matter related to review of CPE Plans and Programmes by UGC visiting team

Agenda 02 - Matter related to consideration and approval of AQAR for the year 2017-18

Agenda 03 - Matter related to ARIIA Ranking Framework

The 39th meeting of the Internal Quality Assurance Cell was held in the Principal's Chamber at 10.30 Hours

Dr Tilak Chatterjee - Principal and Chairman IQAC was in the Chair

Members Present

Tilak Chatterjee	<i>Tilak Chatterjee</i>
Suchandra Biswas	<i>S. Biswas</i>
Rina Chatterjee	<i>Rina Chatterjee</i>
Abhijit Siddhanta	<i>A. Siddhanta</i>
Swapna Paul	<i>Swapna Paul</i>
Kazi Tuhina	<i>Kazi Tuhina</i>
Malay Debnath	<i>Malay Debnath</i>
Anupam Pramanik	<i>Anupam Pramanik</i>
Debanjan Banerjee	<i>Debanjan Banerjee</i>
Debasis Roy	<i>Debasis Roy</i>
Suman Sardar	<i>Suman Sardar</i>

Agenda 01 - Matter related to review of CPE Plans and Programmes by UGC visiting team

At the very outset the Principal informed the Members present in the Meeting that UGC has recommended names of two experts for the CPE Committee and the honorable members would be visiting the college on Dec 2, 2018 to participate in the CPE Advisory Committee Meeting to review the work done so far utilizing the CPE fund as obtained during Jan 2017 and to advise on the future plan of action for the fund to be utilized which would be obtained subsequently

The meeting considered and approved the

- CPE Annual Report 2017-18
- Expenditures made under the non recurring fund 2017-18
- Expenditures made under the recurring fund 2017-18

RESOLVED THAT the above documents be submitted before the CPE Advisory Committee for consideration and approval

The meeting also discussed in details what could be the several plans for utilization of the CPE recurring fund to be obtained subsequently and the following plan was made

CPE Plan of Action 2018-21

- Lab consumable** (fund to be utilised - Rs 8 lakhs more or less) - To be spent on the procurement of consumables in the departments of Chemistry, Botany and Zoology

2. **Maintenance of equipment** (fund to be utilised - Rs 3.9 lakhs more or less) - To be spent for annual maintenance contract of AC machines, photocopy machines, generator, attendance portal, refilling of fire extinguisher and any such other maintenances
3. **Internet services** (fund to be utilized - Rs 4.2 lakhs more or less) - To be spent for incurring the rental for internet services and maintenance/spare parts
4. **Software** (fund to be utilized - Rs 2.3 lakhs more or less) - To be spent for conducting R&D, designing and developing web-applications, apps development and/or website customization for recording monthly attendance, recording marks of continuous internal assessment, the maintenance of CBCS database, developing IoT enabled attendance tracking, students feedback system and smart governance
5. **Enrichment of teachers** (fund to be utilized - Rs 9.5 lakhs more or less) - To be spent on one or more of the following objectives
 - Objective 1) Organization of workshops on a) Teaching-Learning Methodologies b) Research Methodologies c) Evaluation Reforms d) Academic Audit / Students Feedback / Performance Appraisal, e) Quantitative metrics f) Students' Satisfaction Survey
 - Objective 2) Organization of a series of workshops on Bengali Post Graduate Studies for teachers and students
 - Objective 3) Organization of State / National / International level seminar
 - Objective 4) Organization of Faculty Development Programmes on Soft Skill, ICT Skills, IoT Training etc.
 - Objective 5) Encouraging Teachers for presentation of Papers in State / National / International seminars and towards publication of Books/Conference proceedings
 - Objective 6) Organization of one day workshop on orientation and training of teachers (subject wise) towards introduction of SEC (Skill Enhancement Courses) DSE (Discipline Specific Electives) in the newly introduced CBCS system
6. **Any other activities** (fund to be utilised - Rs 12.3 lakhs more or less) that would aim at
 - Objective 01) Students' participation in campus life
 - Objective 02) Exchange programmes beyond campus
 - Objective 03) Recognition to achievers and performers
 - Objective 04) Campus publications
 - Objective 05) Greenery Coverage and Maintenance
 - Objective 06) Entrepreneurship Development Programme
 - Objective 07) Development of Innovation Ecosystem, Encouraging start-ups and Patents and Technology Transfer
 - Objective 08) Survey, study tours, field trips
 - Objective 09) Remuneration of faculties for sports training and other add-on training
 - Objective 10) IT training for college staff

RESOLVED THAT the above Plan of Action be submitted before the CPE Advisory Committee for obtaining approval on the same

Agenda 02 - Matter related to consideration and approval of the AQAR 2017-18

The Annual Quality Assurance Report - AQAR 2017-18 - as prepared by the IQAC coordinator, tabled for consideration

RESOLVED THAT the AQAR 2017-18 be approved and sent to NAAC

File - 16112018 IQAC 39 02 AQAR 2016-17 - to remain in custody of IQAC Coordinator

Action to be taken by - IQAC Coordinator

Agenda 03 - Matter related to ARIIA Ranking Framework

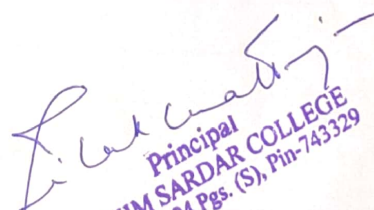
Principal informed that the college has got itself registered for ARIIA ranking framework during Oct 2018 and is required to fill up the portal within Dec 31, 2018. Principal also explained the purpose of such ranking framework the different parameters on which such ranking framework stands. Members raised apprehension about the ability of the college to provide data on the parameters as required in the ARIIA framework as all such data relates to innovation, incubation, startups, patents etc. Principal agreed with the Members that the college hardly holds any such credentials but expressed his vision that participating in the ARIIA framework would help the college to go for innovations in the years to come. After detailed discussions the meeting agreed to conduct several brainstorming session with regard to several innovative ideas like

1. Use of IoT in real time feedback system
2. Use of IOT in attendance tracking system
3. Smart Agriculture projects
4. Block chain and its applicability in education

RESOLVED THAT Principal and the IQAC Coordinator would explore possibilities towards conducting research and application in IoT and would try to find out sources of funding for such research

RESOLVED THAT Teachers be encouraged to take training in the field of block chain and IoT as may be necessary in moving forward to work in this direction

Suchandha Bisui -
IQAC, Co-ordinator
Bankim Sardar College


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