

- Agenda 01 - Matter related to Ranking framework - SWACHATA, NIRF
 Agenda 02 - Matter related to Cultural Exchange Programme
 Agenda 03 - Matter related to Felicitation to Achievers and Performers
 Agenda 04 - Matter related to consideration and approval of the AQAR 2016-17

The 38th meeting of the Internal Quality Assurance Cell was held in the Principal's Chamber at 11.00 Hours

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

Tilak Chatterjee *Tilak Chatterjee*
 Suchandra Biswas *Suchandra Biswas*
 Rina Chatterjee *Rina Chatterjee*
 Abhijit Siddhanta *A. Siddhanta*
 Swapna Paul *Swapna Paul*
 Kazi Tuhina *Kazi Tuhina*
 Malay Debnath *Malay Debnath*
 Anupam Pramanik *Anupam Pramanik*
 Debanjan Banerjee *Debanjan Banerjee*
 Debasis Roy *Debasis Roy*
 Suman Sardar *Suman Sardar*

Dr Suchandra Biswas – IQAC Coordinator requested the Principal to explain each of the items on the Agenda

Agenda 01 - Matter related to Ranking framework - SWACHATA, NIRF

At the very outset members congratulated the Principal for being selected as the Resource Person of MHRD visiting team and for his visit to two universities in Jharkhand for Ranking of Higher Education Institutes on the basis SWACHATA parameters

Principal shared his experience of his visits to two different universities and made reflections of such experience in the context of the Bankim Sardar College. After making such reflections Principal advocated the idea of making the college apply for SWACHATA ranking in the year 2019.

All members discussed the several parameters of evaluation namely - student/toilet ratio, availability running water, modernity level of toilet , garbage clearance units, hygiene, greenery and maintenance, rainwater harvesting systems & solar power use, overall ambience, look & cleanliness, village adoption and its cleanliness - and felt encouraged to accept the idea proposed by the Principal

RESOLVED THAT Principal would take up the matter with the Administrator adopt appropriate resolution to fulfill the two pronged strategy

1. Build toilets separately for boys and girls in each floor of the college main building , college annex building , and RUSA building

2. Campus Green and Clean Committee to maintain flower gardens and kitchen gardens and to engage staff for cleaning and dusting

Principal also emphasized on the importance of getting the college introduced to the NIRF as that would put the college into the path of development that is required for better ranking in the NIRF. It is also emphasized that taking part in NIRF is a reflection of good governance. Members readily agreed to the view expressed by the Principal and identified the parameters wherein IQAC is required to place focused emphasis so as to develop the college in such directions.

RESOLVED THAT Principal would take up the matter with the Administrator to adopt appropriate resolution to apply for NIRF during 2018 and subsequently would develop the college in the following directions

1. PhD to be encouraged
2. Publication Patents and Projects to be encouraged
3. Placement for progression to be encouraged

Agenda 02 - Matter related to Cultural Exchange Programme

Principal invited the views and opinions of the Members present in the meeting as to when and how to conduct the Cultural Exchange Programme for the year 2018-19. After detailed discussion it was agreed upon that the college may consider organizing either of the following programme

1. A visit to any hill station (St Joseph College Darjeeling) and meet the tribes and get acquainted to the tribal culture
2. One day "on the Ganges" programme with students from different colleges and participate in day long students centric programmes
3. A visit to another CPE college (Mukberia College Midnapore) and take part in exchange programmes
4. A visit to a college in the North East (Union Christian College, Meghalaya) and meet the students of the seven North Eastern states

RESOLVED THAT Principal would take up the matter with the Administrator and upon obtaining approval would communicate with Principals of other colleges and find out means and ways to make any of the cultural exchange programmes possible

Agenda 03 - Matter related to Gourab Dibash

Principal invited the views and opinions of the Members present in the meeting as to when and how to conduct the Gourab Dibash

It was discussed that like the previous year the college would identify the achievers and performers in the field of university examinations and sports events and would facilitate them on the day of Gourab Dibash. The meeting also discussed whether or not the college can plan to convene the Gourab Dibash on the birthday of the founder Bankim Sardar. IQAC Coordinator also proposed that best performer staff and teachers be facilitate to encourage strong work culture.

The Internal Quality Assurance Cell during April 2016 planned to give Certificates of Appreciation to Faculty and staff members of the institution. But not much progress was made in this regard. The meeting emphasized that college is to provide recognition to

performance. After detailed discussion it was agreed upon that the college would give Certificates of Appreciation to faculty and staff members and students of the institution as follows

01. Certificate of Recognition of Achievement - **Bankim Kriti** - the Honour that this college would confer to the faculty or staff as a mark of recognition in research, academics, administration and in public life

Bankim Kriti or the Recognition of Achievement will be given on

- a. Award of PhD and/or completion of Post Doctoral research work
- b. Successful guidance to PhD scholars
- c. Publication of Articles in reputed journals and publication of books
- d. Conferment of fellowship and/or scholarship by the government

/university

- e. Recognition of achievement in public life

02. Certificate of Performance - **Bankim Samadha** - the Honour that this college confers to members of staff and faculty for their zeal and perseverance in executing assigned duties 24x7 to solve problems and keep the wheels of the college moving. The dialectics and contours of workplaces are changing fast and will change further in the years to come. e- Governance is gaining momentum and is becoming the order of the day. Such changes require attitude to solve problems, work round the clock and work thorough self directedness to achieve targets within given timelines

Bankim Samadha or Recognition of performance in administrative work is given to persons who

- a. Have high resilience to workplace adversities
- b. Have high success rate in execution of work within given time line

03. Award for Excellence - **Bankim Sanmanana** - the Highest Honor that this college confers to any of its stakeholder for exemplary contribution in the qualitative development of the institution

This recognition is awarded to one who brings landmark change in the development of the college and makes the college strive for being a Centre of Excellence

Agenda 04 - Matter related to consideration and approval of the AQAR 2016-17

The Annual Quality Assurance Report - AQAR 2016-17- as prepared by the IQAC coordinator, tabled for consideration

RESOLVED THAT the AQAR 2016-17 be approved and sent to NAAC

File - 02102018 IQAC 38 04 AQAR 2016-17 - to remain in custody of IQAC

Coordinator

Action to be taken by - IQAC Coordinator

Suchandria Biswas
IQAC, Co-ordinator
Bankim Sardar College

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