

Meetings of Internal Quality Assurance Cell

IQAC Meeting no 15

09-Feb-2015

Agenda 01 - College with Potential for Excellence plan of the college for submission to the UGC

The 15th meeting of the Internal Quality Assurance Cell was held in the IQAC Room at 4.00 PM
Smt Subhra Biswas – Teacher-in-charge and Chairman IQAC was in the Chair

Members Present

S Biswas

T Chatterjee

N Biswas

R Chatterjee

A Siddhanta

S Biswas

S Karmakar

S Sardar

R Bhowmick

Shilpa Mandal

R Bhowmick

BC Ray

S Biswas
T Chatterjee
N Biswas

R Chatterjee
A Siddhanta
S Biswas

S Karmakar
S Sardar
R Bhowmick
Shilpa Mandal
R Bhowmick
BC Ray

Resolution

Agenda 01 – College with Potential for Excellence plan of the college for submission to the UGC CPE
Plan as prepared by the IQAC, considered and approved

RESOLVED THAT as per the feedback received from the students and local representatives in the governing body, the IQAC includes the introduction of Bengali PG in the CPE Plan and Budget

RESOLVED THAT the CPE Plan (as per UGC CPE Guidelines 12th Plan) along with expected outcomes and budget be submitted before the Governing Body for approval and the same be submitted to the university for obtaining its endorsement for onward submission to UGC New Delhi for favourable consideration of the Commission.

File – 09022015 IQAC 15 01 CPE Plan and Budget - to remain in custody of IQAC Coordinator

Action to be taken by – IQAC Coordinator

Meetings of Internal Quality Assurance Cell

IQAC Meeting no 16

07-Apr-2015

- Agenda 01 - Contributions of IQAC during 2014-15
Agenda 02 - Plan of quality initiatives for the year 2015-16
Agenda 03 - Performance appraisal of teachers and staffs during 2014-15
Agenda 04 - Review of Feedback - online / offline 2014-15

The 16th meeting of the Internal Quality Assurance Cell was held in the IQAC Room at 4.00 PM
Smt Subhra Biswas - Teacher in charge and Chairman IQAC was in chair

Members Present

S Biswas	<i>S Biswas</i>	S Karmakar	<i>S Karmakar</i>
T Chatterjee	<i>T Chatterjee</i>	S Sardar	<i>Suman Sardar</i>
R Chatterjee	<i>Rina Chatterjee</i>	Shilpa Mandal	<i>Shilpa Mandal</i>
A Siddhanta	<i>A Siddhanta</i>	R Bhowmick	<i>R.B</i>
S Biswas	<i>Suchandra Biswas</i>	BC Ray	<i>B.Ray</i>

Resolution

Agenda 01 - In the matter of reviewing the Quality Initiatives for the year 2014-15 the members identified the major contributions of IQAC as follows

- Installation of the 1 to 1 dedicated lease line service of Airtel
- Internet connectivity in the computer room with 12 terminals (Room 2)
- Building an ICT room with 13 terminals for use by students (Room 4)
- Providing ICT support for students
- Empowerment of faculties - five day training by CMC
- Academic audit and 360-degree performance appraisal of teachers (a model designed by IQAC, Bankim Sardar College)
- Designing of an improved Teaching Aid-Software (a model designed by IQAC, Bankim Sardar College)
- Online Profile mapping of students (a model designed by IQAC, Bankim Sardar College)
- Online feedback collection (a model designed by IQAC, Bankim Sardar College)
- Online library repository has been started (a model designed by IQAC, Bankim Sardar College)
- College was reaccredited for the 2nd cycle. (EC dated 3/3/2015).

RESOLVED THAT all such initiatives and its outcome be included in the AQAR 2014-15 and sent to NAAC

File - 07042015 IQAC 16.01 AQAR 2014-15 - to remain in custody of IQAC
Coordinator

Action to be taken by - IQAC Coordinator

Meetings of Internal Quality Assurance Cell

Agenda 02 – In the matter of deciding the Plan of Action for the year 2015-16 the meeting was informed the following

With regard to RUSA – The MHRD has declared that the college has been made a RUSA beneficiary institute (one of the 58 colleges in West Bengal) and has allotted Rs 2 crore for infrastructural development. The fund is to be utilized for the following purposes **(1)** Renovation of existing infrastructure - Rs 70 lakh **(2)** New construction - Rs 70 lakh **(3)** Procurement -Rs 60 lakh and the college is to prepare a detailed project report for the purpose.

With regard to CPE – University Expert Committee, Calcutta University has recommended the name of the college to the UGC for the status of CPE upon favourable consideration of the CPE plan as submitted by the IQAC and the college would soon be required to face the UGC selection committee interface meeting in New Delhi

RESOLVED THAT in view of large flow of fund from UGC / MHRD the college would follow an Annual Plan of Action every year (with emerging needs and contexts) within the broader framework of a 20 point Perspective Plan to be executed during the next five year subject to availability of fund from time to time from the MHRD (RUSA infrastructure grant of Rs 2 crore) and UGC (CPE Quality Development grant of Rs 1.5 crore) and from other sources as well

RESOLVED THAT IQAC Coordinator would prepare the **20 Point Perspective Plan (2015-20) along the following line of thinking**

Renovation and New Construction

01. Truss Roofing of the 1st floor roof of the age old college building
02. Maintenance of the electrical wirings of the age old college building
03. Renovation and colouring of the age old college building
04. Construction of the New building - for library, Bengali PG Department, Computer Department and Geography Department

Procurement for Development

05. Procurement of furniture for classrooms, laboratories, library, office , computer centres
06. Procurement of equipments for laboratories
07. Procurement of computers for computer centres
08. Modernization of the staffroom
09. Upgradation of the laboratories
10. Upgradation of classrooms and seminar halls and the office rooms
11. Procurement of computers, teaching aids and language lab equipment, books and journals
12. Automation and security of library
13. Building strong internet connectivity

Development of Campus and Enrichment of Campus Life

14. Building Green and Clean campus - Harnessing solar power , Harvesting rain water, Tree plantation,
15. Regular Attendance

Meetings of Internal Quality Assurance Cell

16. Participation of Students in Campus Life
17. Mentoring and development of Teacher students relation
18. Exchange programmes – teachers and students
19. Faculty enrichment programmes
20. Development of Reward System for staff students and teachers

Annual Plan 2015-16

01. Curriculum – will make all out effort for opening the Bengali PG course
02. Teaching Learning Evaluation –
 - a. Teacher-in-charge would ensure more than 180 teaching days,
 - b. Teachers would ensure at least 5 hours stay of teachers in the college
 - c. Teachers not to take leave – as far as possible - and ensure regular classes be held
 - d. Students to ensure classes regularly and teachers would take monthly tests regularly
03. Research and Extension- college would continue to encourage teachers towards publication of research papers
04. IQAC and Leadership - will make all out effort for facing the interface meeting in UGC and obtain the CPE status
05. Grant utilization – RUSA DPR to be prepared and submitted and fund thus obtained be utilized at the earliest
06. Students beyond campus life – Departments of Science would go for study tours, NCC to participate in events outside the college, Physical education Departments would
07. Students Participation in Campus life – Students Union would conduct fresher's welcome, college social, saraswati puja

File – 07042015 IQAC 16 02 Perspective Plan 2015-20 - to remain in custody of IQAC Coordinator

File – 07042015 IQAC 16 02 Annual Plan 2015-16 - to remain in custody of IQAC Coordinator

Action to be taken by – IQAC Coordinator

Agenda 03 – In the matter of annual performance appraisal of teachers and staff the IQAC recognized and put on record

01. the relentless efforts of the Teacher-in-charge Smt Subhra Biswas in discharging the pivotal functions of leading the college from the front to
 - a. proper and timely utilization of all UGC grants under the XIIth Plan
 - b. get the college reaccredited by NAAC
 - c. obtain grants of Rs 2 crores from MHRD
 - d. obtain the recommendation of the university expert committee for being considered as the CPE by UGC
 - e. rebuilt academic discipline
 - f. make the college wi-fi enabled
 - g. to introduce e-governance
02. the efforts of the bursar Sri Kalyan Chattopadhyay to
 - a. bring larger discipline in the financial administration of the college,

Meetings of Internal Quality Assurance Cell

- b. assist the Teacher-in-charge in day-to-day administration during her absence
03. the round the clock service of the office clerk Sri Suman Sardar in all matters related to
- a. prompt responding to university notifications
 - b. students database management,
 - c. correspondence management
 - d. file management
 - e. regularization of PF matters
04. the list of students who are achiever in the academic fields and sports events in the year 2014-15 are put to record

File – 07042015 IQAC 16 03 List of Achievers 2014-15 - to remain in custody of IQAC Coordinator

RESOLVED THAT Teacher-in-charge would place the matter before the Governing Body for award of any prize / medallion / certificate to the above recipients

Action to be taken by – Teacher-in-charge

Agenda 04 – In the matter of feedback of students, members discussed the difficulties in obtaining feedback from alumni, parents. The meeting further stressed on the Peer team recommendations of streamlining the students' feedback system over and above the online feedback system of the college.

RESOLVED THAT college would explore ways and means to obtain students' feedback on teaching of the teachers

RESOLVED THAT college would take feedback from students on introduction of new curriculum and role of students' union in the campus

Action to be taken by – IQAC Coordinator

Meetings of Internal Quality Assurance Cell

IQAC Meeting no 17

14-May-2015

Agenda 01 - Matter related to Prospectus 2015-16 and Students Admission 2015

Agenda 02 - Matter related to Academic Calendar and Class Routine

Agenda 03 - Matter related to consideration of teaching learning process, structure and methods

The 17th meeting of the Internal Quality Assurance Cell was held in the IQAC Room at 2.00 PM

Smt Subhra Biswas - Teacher-in-charge and Chairman IQAC was in chair

Members Present

S Biswas Suchanda Biswas
T Chatterjee T Chatterjee
R Chatterjee R. Chatterjee
A Siddhanta A. Siddhanta
S Karmakar S. Karmakar
S Sardar Suman Sardar
Shilpa Mandal Shilpa Mandal
R Bhowmick R. B.
BC Ray B. Ray

Resolution

Agenda 01 - Matter related to Prospectus 2015-16 and Students Admission 2015

Bi-lingual Prospectus as prepared by IQAC was 2015 was placed, considered and approved for print

Bi-lingual Prospectus was designed to reach out to the students and their parents about the vision and mission of the college.

Students Admission in the 1st year was discussed in details

RESOLVED THAT **online admission will be introduced** so as to render the purpose of transparency, fairness and also students' database management for fees collection and stipend payment round the year for which separate server and web portal www.bscadmission.in is to be hosted.

File - 14052015 IQAC 17 01 Prospectus 2015 - to remain in custody of IQAC

Action to be taken by - Teacher-in-charge

Agenda 02 - Matter related to Academic Calendar and Class Routine

Academic Calendar 2015 was placed, considered and approved for inclusion in the Prospectus

Class Routine 2015-16 was tabled and approved.

The continuous internal assessment schedule was approved and was included in the academic calendar.

RESOLVED THAT IQAC coordinator would continue with the **block routine** so that students are provided with back to back classes while teachers stay back for six hours every day during the entire college hours

File - 14052015 IQAC 17 02 Academic Calendar 2015 - to remain in custody of Teacher-in-charge

File - 14052015 IQAC 17 02 Routine 2015 - to remain in custody of Teacher-in-charge

Action to be taken by - Teacher-in-charge

Meetings of Internal Quality Assurance Cell

Agenda 03 - Matter related to consideration of teaching learning process, structure and methods

RESOLVED THAT librarians will develop the OPAC and the On-line Repository and include more study materials as obtained from the teachers

Action to be taken by – Librarians

RESOLVED THAT teachers would prepare Academic Plan / Teaching Plan and upload the same in the Teaching Aid Software

Action to be taken by – HoDs

RESOLVED THAT teachers/departments would take regular PPT classes, conduct students quiz, students seminar, micro teaching, publish wall magazine, conduct educational tours.

Action to be taken by – Teachers

RESOLVED THAT teachers would conduct regular monthly test through MCQ and home assignment

Action to be taken by – Teachers

Teacher-in-charge reported that amongst the three CoC (UGC) although Basic Computer Course is functional the other two Courses need to be more viable.

Meetings of Internal Quality Assurance Cell
IQAC Meeting no 18

29-Jun-15

Agenda 01 - Matter related to consideration of the DPR as prepared by IQAC

Agenda 02 - Matter related to Staff Development Programme and Faculty Development Programme

Agenda 03 - Matter related to recognition of achievements of teachers

The **18th meeting** of the Internal Quality Assurance Cell was held in the residence of the Teacher-in-charge at 2.00 PM

Smt Subhra Biswas - Teacher-in-charge and Chairman IQAC was in chair

Chairman welcomed the members invited to the meeting

Members Present

S Biswas *S Biswas*
T Chatterjee *T Chatterjee*
R Chatterjee *R. Chatterjee*
A Siddhanta *A Siddhanta*
S Biswas *S Biswas*
BC Ray *BC Ray*
Krishna Basu
Kazi Tuhina *Kazi Tuhina*
S Karmakar *S Karmakar*
S Sardar *Suman Sardar*

Meetings of Internal Quality Assurance Cell

Agenda 01 – Matter related to consideration of the DPR as prepared by IQAC

The Detailed Project Report as prepared by the IQAC, tabled for consideration

The vetted plan as prepared by the District Engineer Zilla Parishad (South 24 Parganas), considered and forwarded to the Building committee for necessary action

The procurement plan as included in the DPR noted

RESOLVED THAT as per the feedback received from the students the college would introduce Geography at the UG level and for that matter RUSA fund be utilized for setting up the Geography Lab

RESOLVED THAT the DPR prepared as per RUSA Guidelines be approved.

RESOLVED THAT the DPR be submitted to the Government of West Bengal for approval towards obtaining the RUSA fund at the earliest

RESOLVED THAT the stupendous effort given by Dr Tilak Chatterjee and Sri Kalyan Chattopadhyay to prepare the RUSA DPR be put on record

File – 29062015 IQAC 18 01 Detailed Project Report - to remain in custody of IQAC

Coordinator

Action to be taken by – IQAC Coordinator

Agenda 02 – Matter related to Staff Development Programme and Faculty Development Programme

Members noted the benefit of the training programme given by Right Brains Technology on May 17, 2015 and May 20, 2015 towards building skill and competencies of the office staff and admission committee members for appropriate execution and implementation of the Online Admission Web portal, web applications of database management, fees management system, generation of Attendance Register, subject combination management etc.

File – 29062015 IQAC 18 02 Certification for Right Brain Technology

Members further noted the different faculty development programmes which the teachers have participated during the Academic Session 2014-15 as enumerate below

1. Refresher Course – Suchandra Biswas from 25.08.2014 to 13.09.2014
2. Refresher Course – Kazi Tuhina from 09.03.2015 to 28.03.2015
3. Refresher Course – Aparna Mukhopadhyay from 02.02.2015 to 21.02.2015
4. Short Term Course – Aparna Mukhopadhyay from 19.09.2014 to 27.09.2014
5. Short Term Course – Swapna Pal from 19.09.2014 to 27.09.2014
6. Short Term Course – Sumana Basu De from 19.09.2014 to 27.09.2014
7. Short Term Computer Course organized by the college in collaboration with BNS Infocom for the following Teachers 20.12.2014 – 23.12.2014
8. Subhra Biswas
9. Narendranath Chandi
10. Krishna Basu
11. Kazi Tuhina
12. Rina Chatterjee
13. Chhanda Basu
14. Swapna Sa Gupta

Meetings of Internal Quality Assurance Cell

15. Abhijit Siddhanta

16. Bhabesh Mandal

17. Nibedita Mallick

File – 29062015 IQAC 18 02 Certification from BNS Infocom

Agenda 03 – Matter related to recognition of achievements of teachers

Meeting put on record the

1. PhD registration of Susmita Sarkar Basu and Badal Barai
 2. MPhil awarded to Sri Bhabesh Mandal
 3. MRP sanctioned to Tilak Chatterjee, Aparna Mukhopadhyay and Kazi Tuhina
- RESOLVED THAT IQAC coordinator to maintain the record.

Members further noted the following publication record

1. Aerobic oxidation and oxidative bromination in aqueous medium using polymer anchored oxovanadium complex.
DR. KAZI TUHINA
CHEMISTRY
2. A highly active reusable polymer anchored copper catalyst for C-O, C-N and C-S cross coupling reactions
DR. KAZI TUHINA
CHEMISTRY
3. Synthesis of ZnO composited TiO₂ nanoparticle and its application in Dye Sensitized Solar Cells: A Novel approach in Enhancing Open-Circuit Voltage
DR. SOMNATH MIDDYA
PHYSICS
4. Study of resonance energy transfer between MEH-PPV and CuFeS₂ nanoparticle and their application in energy harvesting device
DR. SOMNATH MIDDYA
PHYSICS
5. Role of Zinc Oxide Nanomorphology on Schottky Diode Properties
DR. SOMNATH MIDDYA
PHYSICS
6. Synthesis of nanocrystalline FeS₂ with increased band gap for solar energy harvesting
DR. SOMNATH MIDDYA
PHYSICS
7. Occurrence of Holocene mammalian remains and mollusc shells from Indian Sundarbans with environment of deposition
DR. ARGHA SARKAR
BOTANY
8. Surfactant Induced Modulation of Sensor Efficiency of Murexide towards Manganese
SUCHANDRA BISWAS
CHEMISTRY

Agenda 03 – Matter related to recognition of achievements of teachers

Meeting put on record the

4. PhD registration of Susmita Sarkar Basu and Badal Barai
5. MPhil awarded to Sri Bhabesh Mandal

Meetings of Internal Quality Assurance Cell

6. MRP sanctioned to Tilak Chatterjee, Aparna Mukhopadhyay and Kazi Tuhina
RESOLVED THAT IQAC coordinator to maintain the record.

Members further noted the following publication record

1. Aerobic oxidation and oxidative bromination in aqueous medium using polymer anchored oxovanadium complex.
DR. KAZI TUHINA
CHEMISTRY
2. A highly active reusable polymer anchored copper catalyst for C-O, C-N and C-S cross coupling reactions
DR. KAZI TUHINA
CHEMISTRY
3. Synthesis of ZnO composited TiO₂ nanoparticle and its application in Dye Sensitized Solar Cells: A Novel approach in Enhancing Open-Circuit Voltage
DR. SOMNATH MIDDYA
PHYSICS
4. Study of resonance energy transfer between MEH-PPV and CuFeS₂ nanoparticle and their application in energy harvesting device
DR. SOMNATH MIDDYA
PHYSICS
5. Role of Zinc Oxide Nanomorphology on Schottky Diode Properties
DR. SOMNATH MIDDYA
PHYSICS
6. Synthesis of nanocrystalline FeS₂ with increased band gap for solar energy harvesting
DR. SOMNATH MIDDYA
PHYSICS
7. Occurrence of Holocene mammalian remains and mollusc shells from Indian Sundarbans with environment of deposition
DR. ARGHA SARKAR
BOTANY
8. Surfactant Induced Modulation of Sensor Efficiency of Murexide towards Manganese
SUCHANDRA BISWAS
CHEMISTRY

Meetings of Internal Quality Assurance Cell

IQAC Meeting no 19

17-Nov-15

Agenda 01 - Matter related to consideration and approval of the AQAR 2014-15 as prepared by IQAC

The 19th meeting of the Internal Quality Assurance Cell was held in the IQAC Room at 2.00 PM
Smt Subhra Biswas - Teacher-in-charge and Chairman IQAC was in chair

Members Present

S Biswas (TIC) *Sonima*
S Biswas (IQAC Coordinator) *Suchandha Biswas*
T Chatterjee *Tu*
R Chatterjee *Rina Chatterjee*
A Siddhanta *A. Siddhanta*
S Karmakar *S.*
S Sardar *Suman Sardar*
Shilpa Mandal *Shilpa Mandal*
R Bhowmick *R.B*
BC Ray *Bray*

Resolution

Agenda 01 – Matter related to consideration and approval of the AQAR 2014-15 as prepared by IQAC
The Annual Quality Assurance Report – AQAR 2014-15 – as prepared by the IQAC coordinator, tabled for consideration

RESOLVED THAT the AQAR 2014-15 be approved and sent to NAAC

File – 17112015 IQAC 19 01 AQAR 2014-15 - to remain in custody of IQAC Coordinator

Action to be taken by – IQAC Coordinator

Meetings of Internal Quality Assurance Cell

IQAC Meeting no 20

08-Dec-15

Agenda 01 - Matter related to utilization of RUSA fund as per DPR

Agenda 02 - Matter related to review of teaching learning process

Members Present

S Biswas (TIC) *S Biswas*
S Biswas (IQAC Coordinator) *S Biswas*
T Chatterjee *T Chatterjee*
R Chatterjee *R Chatterjee*
A Siddhanta *A Siddhanta*
S Karmakar *S Karmakar*
S Sardar *Suman Sardar*
Shilpa Mandal *Shilpa Mandal*
R Bhowmick *R.B*
BC Ray *BC Ray*

Resolution

Agenda 01 - Matter related to utilization of RUSA fund as per DPR

The members present in the Meeting were appraised that the college had transferred a sum of Rs. 4800000/- to Zilla Parishad, out of the total Rs 5000000/- for renovation and new construction work and the work has not reached such stage to furnish utilization certificate. Meantime on 30th November 2015 Govt of West Bengal has asked the college to submit utilization certificate of at least Rs. 2500000 on an urgent basis for which the college has been instructed the college to go for procurement from College fund and to make paper transfer of fund from RUSA account on receipt of 2nd installment. Accordingly the Governing Body on intimation of the same in its meeting of 2nd December 2015 authorized the RUSA monitoring unit to take initiatives for the necessary procurement from the College fund and to submit a detailed RUSA report in the next Governing Body meeting. Members discussed the matter at length

RESOLVED THAT Department of Chemistry and Department of Physics be asked to procure the equipments as mentioned in DPR at the earliest towards upgradation of their respective laboratories

Meetings of Internal Quality Assurance Cell

Action to be taken by – HoDs – Dept of Phy and Chem

RESOLVED THAT furniture of the Department of Chemistry, Principal's and bursar's room be procured as per DPR towards upgradation of these rooms

Action to be taken by – Members RUSA Monitoring Unit

RESOLVED THAT computers for library, for Department of Physics and for office will be procured as per DGS&D rates for the 1st phase computerization programme under RUSA fund

Action to be taken by – Members RUSA Monitoring Unit

RESOLVED THAT AC machines for ICT room, Principal's room, bursar's room and office will also be procured as per DPR

Action to be taken by – Members RUSA Monitoring Unit

File – 17112015 IQAC 19 01 AQAR 2014-15 - to remain in custody of IQAC Coordinator

Action to be taken by – IQAC Coordinator

Agenda 02 - Matter related to review of teaching learning process

Meeting reviewed the published results of the university examination

Teacher-in-charge expressed dissatisfaction in view of the not too satisfactory results

Teacher-in-charge also expressed her concern about the fact that the Add-on courses are not running properly as it should.

Teacher members appreciated the same and held the view that students' absenteeism is the major reason for non satisfactory results in university examination. Members also expressed concern about high drop outs. Members also explored the possibility of being strict on the attendance issue and not to allow students to appear for university examination and / or to bar them from getting the stipend benefits if attendance is on the lower side.

Also since students are not regular to the college any programme for Add on courses are unlikely to be to be a success. It was also agreed that owing to the geographical disadvantaged location Add on classes beyond college hours will not be attended by students.

Teacher-in-charge expressed such steps although desirable may invite political unrest and emphasized that Teachers should assume the role of mentors and sound mentoring alone can improve upon the situation

Meetings of Internal Quality Assurance Cell

Teachers expressed their views that assuming the role of mentors and to maintain personal touch with students in a class of more than 250 students is not possible until classes with large number of students are subdivided into smaller sections.

RESOLVED THAT Teachers would develop better personal contact with the students and influence them to come to classes regularly, do their studies and see that do not drop out from their studies.

RESOLVED THAT students not having adequate class attendance be barred from obtaining students stipend for which all teachers and departments should provide adequate care to maintain attendance record in class.

RESOLVED THAT since students take admission in large numbers in BA Pass streams, such classes be divided into sections so that students get the opportunity to sit in the class rooms if they attend classes

Meetings of Internal Quality Assurance Cell

IQAC Meeting no 21

28-Jan-16

Agenda 01 - Matter related to interface meeting in UGC, New Delhi for obtaining CPE status
Agenda 02 - Matter related to review of IQAC activities

Members Present

S Biswas (TIC) <i>S Biswas</i>	S Karmakar <i>S Karmakar</i>
S Biswas (IQAC Coordinator) <i>Suchandra Biswas</i>	S Sardar <i>Sardar</i>
T Chatterjee <i>T Chatterjee</i>	Shilpa Mandal <i>Shilpa Mandal</i>
R Chatterjee <i>R. Chatterjee</i>	BC Ray <i>BC Ray</i>
A Siddhanta <i>A. Siddhanta</i>	

Agenda 01 - Matter related to interface meeting in UGC, New Delhi for obtaining CPE status

Teacher-in-charge informed that the final interface meeting about obtaining the CPE status will be held in UGC New Delhi on Jan 30, 2016 and the college is required to be represented by senior faculties who can face the interface meeting and advocate the case of college in favour of being conferred with the status of College with Potential for Excellence

Members discussed in details and identified the potentials of college that need to be emphasized

The Plan of Action as prepared by the IQAC

The suggestions of the University Vice Chancellor, Pro Vice Chancellor, Registrar and the Inspector of Colleges were also discussed

RESOLVED THAT Dr Tilak Chatterjee, Sr. Governing Body Member, Dr Suchandra Biswas, IQAC, Coordinator and Prof Kalyan Chattopadhyay, Bursar will represent the college in the interface meeting

File - 28012016 IQAC 21 01 AQAR 2014-15 - to remain in custody of IQAC Coordinator

Agenda 02 - Matter related to review of IQAC activities

All activities of the IQAC for the year 2015-16 was reviewed and the following was noted that the IQAC did creditably to 1) get approval of its the Detailed Project Report from MHRD and obtain the sanction of Rs 2 crores for infrastructural grant and procurement for upgradation of its learning resources and provisions 2) Securing recommendation of the University of Calcutta for being considered by the UGC for conferment of the CPE status 3) Introduce Online Admission 4) Obtaining permission from the State Higher Education Council and University of Calcutta for introduction of Post Graduation in Bengali

However, regular attendance of the students in classes and teachers lack of ICT empowerment remains a serious area of concern.

Further self introspection suggest that IQAC needs to move ahead in streamlining the students feedback system, the appraisal system and improving the reward system