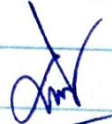
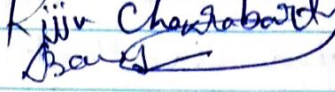


12.2.19

Proceedings of the IQAc meeting held on 12.2.19 (Tuesday) at 12:00 p.m at room no 72 with all the members and advisors of IQAc.

### Members present:

- |  |  |
|--|--|
| 1)  | 7) Jhen Kanti Saha   |
| 2) Schilly -   | 8) Nilansu Das   |
| 3) G. C. C.  | 9) Rishi Chakraborty   |
| 4) Mahin   | 10)  |
| 5) Aris Basu   | 11)  |
| 6) Achintya Basu   | 12)  |

### Proceedings:

- 1) Minutes of previous meeting were confirmed.
- 2) It was noted that AQAR (2017-18) was approved in the AQAR meeting dated 10.12.18 (Agenda-9) and IQAc formation was made complete by incorporation of the external members in the same meeting (Agenda-10).
- 3) Finally the AQAR (2017-18) was sent to NAAE on 21.12.2018. The acknowledgement mail was also received.
- 4) Principal presided over the meeting, and presented 3 training course details (all free of cost) to be ~~posted~~ posted in the college website.
- 5) Nilansu Das proposed to buy a cloud space for controlling the admission process under CBES from 2020.



- 6) Nilam Das also insisted on finding a suitable available space within the college campus to install a multigym for students and teachers.
- 7) A College profile video also was suggested to be made by professionals. For the time being, students will be requested to make short videos (2-3 minutes duration) about college as input.
- 8) Dept of Journalism will be asked to make a college Tabloid. All the current and forthcoming events to be included in that tabloid. (Obviously college events)
- 9) A college magazine to be published at the earliest (within 2 months of time). Prof. Achintya Biswas was given the charge.
- 10) To cater to Sagar Mahavidyalaya to mentor it for their preparation for 1st NAAC visit, all the IQAC members were requested to cooperate.
- 11) Konshik Shorh reported that 546 outgoing 3rd year students gave their feedbacks. However, henceforth ~~instead~~ instead of 3rd year students, feedbacks from 4th semester students would be taken.
- 12) Academic Audit has been completed by Aditya Sarbajna. But Administrative, Gender and Green audit are yet to be prepared.
- 13) ~~IQAC is requested to form~~ It was decided that IQAC would request GB to form a committee for the internal audits of the college. It was suggested that the committee will be comprised of  
i) Chinmay Sekhar Sankar  
ii) Uday Shankar Hazra & iii) Sandip Sinha, Principal,



Bangabasi Morning College (grade-A NAAC). However, it is pending for the approval of G.B.

- 14) AISHE data which is scheduled to be submitted within 28th February/2019, was reported to ~~be~~ be under progress as reported by Barnali Ray Basu, who is in charge of the MHRD.
- 15) Apart from AISHE, college can participate in NIRF, ISO or NBA i.e., other grading/ranking processes. - was decided also participation in the Asha college scheme of DBT was proposed.
- 16) It was noted that AQAR will be in new format from this year. So a prior study of the same was advised by IQAC coordinator.
- 17) Next NAAC accreditation is due in 2021 as our current accreditation is valid upto 1.12.21. So we have to prepare for next NAAC from March/2021.
- 18) Principal proposed to release a Vision 150 years for the college.
- 19) DST Boost fund status was looked into, It was reported that DST has called for an account number for transferring the fund.
- 20) ~~Regarding~~ Regarding inspection of status of RUSA fund, it was noted that Principal of Asha Basu will visit the RUSA office on 19th February/2019.
- 21) Academic & resource sharing with St. Paul's college may be rejuvenated. Nilam Das is willing to teach in MERA dept of that college.



- 22) Bangabasi Morning may also be requested for resource sharing.
- 23) Regarding ~~and~~ automation/digitisation of library, Gautam Dutta, the librarian ~~proposed that~~ ~~is~~ stated within June '2019 he can achieve partial digitisation atleast.
- 1) Installation of KOHA software.
  - 2) Book lending & depositing automation.
- 24) Law college may be consulted regarding this library issue, as they have already done such thing.
- 25) College faculties of different departments may be encouraged to ~~used~~ use materials (study) from different national sites like 'Swayam', NTEPL etc. and also for contributing to the same.
- 26) Library clearance must be made compulsory for all the faculties. in case of lien, retirement etc.
- 27) 'SSS' Student Satisfaction Survey should be made from the usual 4 type of feedbacks yearly taken from outgoing students.
- 28) All affiliations, for college, and different courses must be sought from University that will be required for uploading the IQAA in 2021 for applying for reaccreditation from NAAC.
- 29) NAAC - coordinator of ~~Bangabasi~~ Basanti Devi College may be invited one day before the IQAA members to prepare us for the new format of NAAC.