**IQAC Meeting: 2017-18** 

Date of the meeting: 19.07.2017

# Agenda: 1. Celebration of Diamond Jubilee of the College

- 2. Issues of New Academic session of 17-18
- 3. Academic Planning for the current Academic Year.
- 4. Extension activities of the college
- 5. Initiative for inter-college collaborations
- 6. Misc.

### **Members Present:**

- 1. Dr. I.Deb, Principal
- 2. Dr. P.Sarkar,
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal,
- 6. Prof. I. Ghosh
- 7. Prof. A Maharatna
- 8. Prof. D. Roy Pramanik
- 9. Prof. U.K. Mukhopadhyay
- 10. Dr. R. Basu
- 11. Prof. N. Sannigrahi, Coordinator
- 12. Others invited members

#### IQAC Plan for 2017-18

The following Conclusions derived from the analysis of Peer Team and the report was unanimously accepted by the IQAC meeting:

- 1. The PTV of NAAC was thoroughly assessed and the recommendations were highly acknowledged by the IQAC. It was decided that the report of the PTV will be implemented and the administration will be requested to do the needful.
- 2. Organization of the celebration of the Diamond Jubilee of the from the different stakeholders and incorporation of the different members from the administration and the governance,
- 3. Different issues and planning for the new academic year for the improvement of the teaching learning activities of the college along with the extension of the different activities of the collaborative approaches,
- 4. The Collaboration of the intra and inter-college collaboration,
- 5. Organization of the different meetings with the different stakeholders for incorporation of suggestions in the governance and maintenance,
- 6. Academic planning of the college with the academic calendars and their proper execution for the best of the students and administration..
- 7. The conduction of the different types of the workshops and seminar,

### Action Taken on the next meeting:

- 1. The different subcommittees and the programme schedule was read and confirmed for the overall activities in connection with the Diamond Jubilee celebration of the college.
- 2. The process of the academic planning followed by the subsequent activities related with the academic calendar and their circulation was made confirmed.
- The IQAC coordinators were asked to take initiative in the collaboration of the different intra and inter college collaborations of the overall academic and extension activities of the college.
- 4. The schedules of the different workshops and seminar with the aid from the college fund was put forward for the approval of the management in this regards

Nisterini College, Purulia
Nisterini College, Purulia
Nisterini College, Purulia
Nisterini College, Purulia

c popl

barke

/

# **IQAC Meeting: 2017-18**

# Date of the meeting: 21.07..2017

# Agenda: 1. Submission of AQAR for the year 2016-17

- 2. Reviewing of the Peer Team report
- 3. Action Plan for 2017-18
- 4. Different other issues like Seminar of different departments, Rally of Diamond Jubilee,
- 5. Workshops for the new framed CBCS curriculum
- 6. Updating of the College website

#### **Members Present**

- 1. Dr. I.Deb, Principal
- 2. Dr. P. Sarkar,
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal,
- 6. Prof. D. Roy Pramanik
- 7. Prof. U.K. Mukhopadhyay
- 8. Dr. R. Basu
- 9. Prof. N. Sannigrahi, Coordinator
- 10. Prof. U. Chakraborty
- 11. Dr. C.S. Hazra

### IQAC Plan for 2017-18

# Conclusions derived from the analysis of Peer Team report

# The following decision was unanimously accepted by the IQAC meeting:

 Systematic collection of the feedback from the different stakeholders and its application in the administration and the governance,

1 3 34

- 2. Mentor-Mentee programme for the enrichment of the students connectivity,
- 3. The Collaboration of the intra and inter-college collaboration,
- 4. Self appraisal for the different stakeholders of the college,
- 5. Utilization of the alumni for the better employment opportunities and knowhow.
- 6. Establishing linkages with the business house,

- 7. The use of IOCT in the different teaching learning procedure
- 8. The conduction of the different workshops and seminar,
- 9. Celebration with rally of the College Diamond Jubilee celebration
- 10. Updating of the college website for wide circulation of the college associated activities

### Departmental academic audit

- 1. Circulation of the internal academic audit of the each department.
- 2. Publications indicating the impact factors,
- 3. Research project undertaken by the members,
- 4. Document of all meetings,
- 5. SWOC analysis
- 6. Proper documentation of Mentor-Mentee report
- 7. Mention of the different extension programmes
- 8. Different add on courses
- 9. Different other innovative teaching-learning activities.
- 10. Others activities

### Research Committee

The following are the key performance areas on which the Research committee needs to address as stated below:

- 1. E-Journal of wide circulation network,
- 2. Spreading awareness of the different type of the Govt, private and institutional fellowship programmes for research and innovations,
- 3. Development of the Research committee for the promotion of research culture in the coveted areas,
- 4. To conduct the interdisciplinary seminars and workshops for the exploration of innovation and practices in the academic fields.

## Action Taken on the next meeting:

The Mentor-mentee committee was constituted

The different workshops and seminars were being organized

West Bruits

And The College College College

**IQAC Meeting: 2017-18** 

Date of the meeting: 12.02.2018

### Agenda:

- 1. To consider the result of B.A/B.Sc final year students of the last academic session i.e 2015-16, 2017-18
- 2. To consider the introduction of P.G In Bengali
- 3. To consider the proposal for add –on course,
- 4. To consider the extension of the ICT facilities in college teaching-learning activities,
- 5. To extend CCTV surveillance of different academic & administrative buildings of college,
- 6. To consider the teaching -learning programmes of ongoing semesters,
- 7. Top consider the proposal of Archives & Museum of the college,
- 8. Promotion of Seminar, Conferences and workshops in college,
- 9. Misc.

#### **Members Present:**

- 1. Dr. I.Deb, Principal
- 2. Dr. P.Sarkar,
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal,
- 6. Prof. D. Roy Pramanik
- 7. Prof. U.K. Mukhopadhyay
- 8. Dr. R. Basu
- 9. Prof. N. Sannigrahi, Coordinator
- 10. Prof. U. Chakraborty
- 11. Dr. C.S. Hazra
- 12. Prof. K.P. Mondal
- 13. Dr. Supriya Dutta
- 14. Dr. N. Mukhopadhyay (MO)

### Minutes of the meeting:

## The following decision was unanimously accepted by the IQAC meeting:

- 1. Result of the B.A/B.Sc result of the last years were placed by the HODs/ Coordinators of the different departments. The house expressed the concern over the performance of the different departments. The house unanimously decided to take initiative to be taken proper steps for the improvement of the performance of the students by promoting the different activities for the same. An action plan to be submitted by the each department for the same for better performance than the last year.
- 2. As per NAAC recommendation, the initiatives have been taken to introduce the P.G in Bengali & Geography. The principle informed the house about the different initiatives taken for the introduction of P.G courses in the college programme.
- 3. A list of add-on course was placed by the IQAC coordinator. The house approved the proposal and asked the principal to take the initiative for approval in the higher body of the administration.
- 4. The house unanimously accepted to promote the ICT facilities in the different teaching-learning activities as it was the call of the time in the age of automation. The ICT class will be enabled in the different departments in different building following the cluster/clubbing concepts of the department.
- 4. As far as the safety & security of the college students' and administration, the IQAC coordinator reque3sted the house to take initiative to install the central CCTV surveillance system to address the different issues of the college.
- 6. The different issues of the different programmes were discussed and the principal informed the house for the initiative taken in this regard.
- 7. The house requested the all the departments to take initiative to organize the different seminars, workshops etc in this regard for the teaching-learning activities.

The meeting ended with the vote of thanks to the chair.

Alexander Burning

Jan 2018 principal principal college.

**IQAC Meeting: 2017-18** 

Date of the meeting: 22,02..2018

### Agenda:

- 1.To consider the under graduate result
- Consider the introduction of P.G. programmes
- To consider the Add on course of the different departments,
- ICT class rooms in different Science classes.
- To extend CCTV surveillance
- To develop achieves & Museum
- To promote seminars, conferences etc.

#### **Members Present**

- 1. Dr. I.Deb, Principal
- 2. Dr. P.Sarkar,
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal,
- 6. Prof. D. Roy Pramanik
- 7. Prof. U.K. Mukhopadhyay
- 8. Dr. R. Basu
- 9. Prof. N. Sannigrahi, Coordinator
- 10. Prof. U. Chakraborty
- 11. Dr. C.S. Hazra

# **Extract of the minutes of the meeting:**

- 1 The consideration of the under graduate result was undertaken. The house requested all the department to pay more attention in this matter.
- 2.As per the NAAC recommendation, the general discussion was held in the introduction of the P.G. programmes in the college as per PTV recommendations.
- 3. The issue of the introduction of Add on course was discussed. The house requested the authority to do the needful in this regard.

- 4. The science subjects basically deserve the introduction of the ICT enabled classrooms. The house agreed with the proposal and requested the authority to do the needful
- 5. The extension of CCTV surveillance in the different buildings was discussed.
- 6. A proposal for the achieves and museum were discussed.

## ACTION TAKEN REPORT

The house unanimously discussed the action taken report that has been taken. The house requested the authority to do the needful in this regard for the development of the infrastructure of the college.

Contract of the purules

Principal Perulia

# **IQAC Meeting: 2018-19**

## Date of the meeting: 06.07.2018

Agenda: 1. Submission of AQAR for the year 2017-18

- 2. Action Plan for 2018-19
- 3. Different other issues like Seminar of different departments, extension activities etc
- 4. New purchase of books and instruments to address the newly introduced curriculum of CBCS
- 5. Infrastructural Development
- 6. Introduction of the P.G departments in the college programme

#### **Members Present**

- 1. 1.Dr. I.Deb, Principal
- 2. 2.Dr. P.Sarkar,
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal,
- 6. Prof. I. Ghosh
- 7. Prof. Maharatna
- 8. Prof. D. Roy Pramanik
- 9. Prof. U.K. Mukhopadhyay
- 10. Dr. R. Basu
- 11. Prof. N. Sannigrahi, Coordinator
- 12. Prof. C.S. Hazra
- 13. Dr. S.Dutta
- 14. Others invited members

#### 1. IOAC Plan for 2018-19

### The following decision was unanimously accepted by the IQAC meeting:

- 1. The principal was requested to take the initiative to submit the AQAR report for the last academic year as per the NAAC format and she was requested to take initiative to formulate the different action plans in this regard to take initiative to expedite the matter for the upliftment of the teaching learning procedure.
- 2. The Action plan for the current Academic year was formulated. The different activities related to academic schedule, extension activities and the different schemes of the welfare of the faculty members and the students were discussed elaborately. The house requested the principal to take initiative in this regard to do the needful for the effective management of the quality control of the college.
- 3. The house unanimously accepted the need of the organizing the different kind of seminars, workshops, the educational excursions and other issues associated with the qualiut5y control of the students and the staff. It was decided a detail report of the entire work will be formulated by the IQAC in consultation with the principal for the best outcomes of the teaching learning activities of the college.
- 4. The introduction of the CBCS in the curriculum has generated the need of the up gradation of the enrichment of the library resources. The house unanimously accepted the need of the purchase of the new books to cater the need of their students due to the newly introduction of the CBCS curriculum by the affiliating university. It was also resolved that the central library will take initiative to enrich the departmental library to cater the needs of the students for the need of the students. The central library was also requested to purchase more journals both the physical and online version in this regard.
- 5. As the college is going to introduce the P.G department in Bengali, the house requested the IQAC and the principal to explore the all sorts of possibilities for the development of the P.G infrastructure in this regard. The different issues of the faculty, library, books and other infrastructure were explored in very extensive forms. It was unanimously decided that the authority will be requested to do the needful in this regard to develop the infrastructure as far as possible to cater the need of the students.
- 6. In the miscellaneous issue, the welfare of the faculty development like CAS, Health scheme, the Employee's Credit cooperative, scholarships, FIP etc were discussed in an extensive manner. The house requested the principal to do the needful in this regard for the same.

### Action taken in the next meeting

- 1. All the issues were addressed in a very precise manner to satisfy the resolutions adopted in the meeting.
- 2. Initiative was taken for the purchase of books and the development of the library infrastructure.
- 3. The issue of the establishment of P.G department was addressed properly.
- 4. The FIP, scholarships and other welfare measures were addressed properly to solve the growing concern in this regard.

Principal Nistarini College, Purulia

Denierale Velon The Letural Suprige Dute

IQAC Meeting: 2019-20

Date of the meeting: 09-10.2018

#### **Members Present:**

- 1. Dr. I.Deb, Principal
- 2. Dr. P.Sarkar,
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal.
- 6. Prof. D. Roy Pramanik
- 7. Prof. U.K. Mukhopadhyay
- 8. Dr. R. Basu
- 9. Prof. N. Sannigrahi, Coordinator
- 10. Prof. U. Chakraborty
- 11. Dr. C.S. Hazra
- 12. Prof. K.P. Mondal
- 13. Dr. Supriya Dutta
- 14. Dr.N. Mukhopadhyay (MO)

### Agenda:

- 1 .New regulations of IQAC as per NAAC,
- 2. Seminar Proposal
- 3. Misc.

## Minutes of the meeting:

- 1. The convener of the IQAC informed the house about the new regulations of IQAC as proposed by NAAC. It was unanimously decided that the IQAC will be framed by the higher body as per the information conveyed by the house. It was also decided that the entire process will be catalyzed vary fast in order to address the ongoing changes of the body of the IQAC.\
- 2. The IQAC convener placed the different proposal of the seminars of the different department. The house unanimously accepted the proposal. The house also requested the IQAC coordinator to do the needful in this regard.

3. In the miscellaneous agenda, the different issues of the college academic matters were discussed. The house requested the principal to take fruitful action in this regard to expedite the teaching learning procedure.

The meeting ended with the vote of thanks to the chair.

# ACTION TAKEN REPORT

1., As per the resolution taken in the3 formation of the new body of the IQAC, principal reported the house about the initiative taken by her in this regard. The house expressed deep satisfaction for the speedy and time bound action taken in this regard.

2. The IQAC convener reported the house about the approval of the seminar proposal and the action taken to materialize this with the financial assistance as extended by the IQADC following the regulations of institution.

- Donies Tolorisis

## **IQAC Meeting: 2018-19**

# Date of the meeting: 08.05.2019

Agenda: 1. To overview the different extension activities

- 2. To consider the scarcity of water in the campus
- 3. Mis.

#### **Members Present**

- 1. 1.Dr. I.Deb, Principal
- 2. Dr. P.Sarkar.
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal.
- 6. Prof. D. Roy Pramanik
- 7. Prof. U.K. Mukhopadhyay
- 8. Dr. R. Basu
- 9. Prof. N. Sannigrahi, Coordinator
- 10. Dr. S. Dutta
- 11. Prof. C.S. Hazra
- 12. Prof. K.P.Mondal

## MINUTES OF THE MEETING

- 1. The house took an initiative for the discussion of the different extension activities both infrastructure and academic in detail. The house found some of the issues that need to be addressed properly for all the stakeholders of the college. The introduction of the P.G programme in Geography was also evaluated. The shortage of the space along with support staff are some of the constraints in this regard. The house requested tee principal to look into the matter. In addition to that, the other issues were discussed in detail for the sustainable development of the college in all Aspects.
- 2. The shortage of the water crisis in the college premises is one of the concern of the authority. A good number of students are residing in the hostel. They very often suffered due to crisis of the shortage of water. The house requested the administration to look into the matter and to explore the sustainable solution in this regard.
- 3. In the mis, sections, the proposal of alumni reunion were also discussed. The house requested the principal to talk to the secretary of the alumni association for positive

outcome in this regard. The house thinks the importance of alumni as the important stakeholders in the quality improvement of the college.

# ACTION TAKEN REPORT

The convener of the IQAC reported the house about the action taken by the authority in this regard. As far as the water shortage in the campus, the hostel administration will take initiative with the local body to sole the issue in a coordinating manner.

Drieles 10 AC

Principal Principal Pulis

IQAC Meeting: 2018-20 2018-19

Date of the meeting: 09-04-2019

#### **Members Present:**

- Dr. I.Deb, Principal
- Dr. P.Sarkar,
- · Prof. R.Gupta
- · Prof. C. Nayek
- · Prof. H.K. Mandal,
- Prof. D. Roy Pramanik
- Prof. U.K. Mukhopadhyay
- Dr. R. Basu
- · Prof. N. Sannigrahi, Coordinator
- · Prof. U. Chakraborty
- · Dr. C.S. Hazra
- · Prof. K.P. Mondal
- Dr. Supriya Dutta
- Dr .N. Mukhopadhyay (MO)
- Mr. Arun kataruka, Indistrialist

### Agenda:

- 1, Organization of Seminar
- 2. Introduction of the P.G in Geography
- 3. Alumni and Reunion proposal
- 4. Misc.

## Minutes of the meeting:

- 1. As per the proposal of the national level seminar, different names of the eminent academicians were placed and discussion taken a long time to finalize it. It was decided that the IQAC convener will ultimately take the decision in consultation with the principal in this regard.
- 2. As per the introduction of the P.G. programme in Geography, the papers and processing related to this was discussed. The principal informed the house of the latest status quo report in this regard.

- 3. As per the College Alumni association, Prof. Uma Chakraborty placed the proposal of the reunion of the alumni of the college. The principal requested Prof. Chakraborty in this regard to do the needful in this regard.
- 4. Dr. Rajib Basu requested the house to finalize the different matters associated with the CAS of the different incumbents before finalizing the CAS meeting of the Applicants.

The meeting ended with the vote of thanks to the house.

## ACTION TAKEN REPORT

- 1. The proposal of the name of the speakers were finalized and placed before the committee.
- 2. The issue of the introduction of the P.G in Geography was discussed to take initiative in this regard.
- 3. The reunion of the College Alumni was granted and Prof. Chakraborty was aske4d to do the needful.
- 4. The Issues of the CAS of the incumbents were resolved.

March 10AC

Mary Surrollors Surrylis

## **IQAC Meeting: 2019-20**

## Date of the meeting: 11.07.2019

Agenda: 1. Submission of AQAR for the year 2017-18

- 2. Action Plan for 2019-20
- 3. Different other issues like Seminar of different departments, Rally of Diamond Jubilee,
- 4. Add on courses of the different departments
- 5. Updating of the College website

#### **Members Present**

- 1. 1.Dr. I.Deb, Principal
- 2. Dr. P.Sarkar,
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal
- 6. Prof. I. Ghosh
- 7. Prof. A. Maharatna,
- 8. Prof. D. Roy Pramanik
- 9. Prof. U.K. Mukhopadhyay
- 10. Dr. R. Basu
- 11. Prof. N. Sannigrahi, Coordinator
- 12. Dr. S. Dutta
- 13. Prof. C.S. Hazra
- 14. Prof. K.P.Mondal

### IQAC Plan for 2019-20

### The following decision was unanimously accepted by the IQAC meeting:

- 1. 1.Systematic collection of the feedback from the different stakeholders and its application in the administration and the governance,
- 2. Mentor-Mentee programme for the enrichment of the students connectivity,
- 3. The Collaboration of the intra and inter-college collaboration,
- 4. Self appraisal for the different stakeholders of the college,
- 5. Utilization of the alumni for the better employment opportunities and knowhow.
- 6. Establishing linkages with the business house,
- 7. The use of ICT in the different teaching learning procedure
- 8. The conduction of the different workshops and seminar,
- 9. Celebration with rally of the College Diamond Jubilee celebration
- 10. Updating of the college website for wide circulation of the college associated activities

### **Action Taken Report:**

The house unanimously accepted the above resolutions for the wholesome development of the academic and infrastructural aspects of the college. The house assured to make all the parameters active and functional in this regard,.

Principal Hamila 20 9

Nisterini College, Hamila 20 9

Daniel College, Ham

C. Howpl

Jarek a

Cook

Supriga Dute

mandal

Arana do

# **IQAC Meeting: 2019-20**

Date of the meeting: 20.11. 2019

### **Members Present:**

- 1. Dr. I.Deb, Principal
- 2. Dr. P.Sarkar,
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal.
- 6. Prof. D. Roy Pramanik
- 7. Prof. U.K. Mukhopadhyay
- 8. Dr. R. Basu
- 9. Prof. N. Sannigrahi, Coordinator
- 10. Prof. U. Chakraborty
- 11. Dr. C.S. Hazra
- 12. Prof. K.P. Mondal
- 13. Dr. Supriya Dutta
- 14. Dr. N. Mukhopadhyay (MO)

### Agenda:

- 1. National Seminar as funded by NAAC
- 2. Publication of book in connection with the NAAC sponsored Seminar.
- 3. Issue of Ecofriendly environment and zero tolerance of plastic in the campus.
- 4. Expansion of different extension of activities
- 5. Misc.

## Minutes of the Agenda:

1. Though there was a proposal to organize the NAAC sponsored seminar to be organized in the month of September, it was unanimously decided that it will; be held on the 5<sup>th</sup> December, 2019 in accordance to the guidelines of the NAAC. All sorts of preparatory activities were explored and the IQAC coordinator and the HOD of the department of Bengali were requested to do the needful in this regard to make the programme succe4ssful; as per the heritage and culture of the college.

- 2. It was decided that the department of Bengali in collaboration with IQAC will publish a book in this regard to cover the theme of the seminar. The HOD of the Bengali department was asked to monitor the entire issues of publication related matters.
- 3. It was decided that the house is very much concerned about the go green activities. It was decided that5 the campus will be transformed into a completely plastic free and ecofriendly one in the context of the different issues of the environment. The house also decided to maintain a degree of sustainability in this regard as far as the environment restoration is concerned.
- 4. The expansion of the different extension activities along with the teaching learning process, the house requested the Principal & the IQAC coordinator to critically analyze the situation of the college and they were also requested to do the needful in this regard.
- 5. In the misc. issues, different developmental issues were raised and the house unanimously requested the principal to do the needful in this regard.

The meeting ended with the vote of thanks to the chair.

# ACTION TAKEN REPORT

- 1. The issue of the National seminar was successfully resolved and the date of organizing the seminar was finalized.
- 2. The issue of the publication in connection of the forthcoming seminar was finalized . The HOD of the Bengali department made all sorts of arrangement in this regard and it was reported
- 3. The issue of the eco-friendly and the green campus was raised and the necessary steps were
- 4. The expansion of the extension activities was critically analyzed and sufficient measures have

Monday Principal Principal College

# IQAC Meeting: 2019-20

# Date of the meeting: 02.12.2019

- 1. Agenda: 1. NAAC Sponsored Seminar
- 2. Over all monitoring of the academic activities of the college.
- 3. Mis.

## Members Present

- 1. 1.Dr. I.Deb, Principal
- 2. Dr. P.Sarkar,
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal,
- 6. Prof. D. Roy Pramanik
- 7. Prof. U.K. Mukhopadhyay
- 8. Dr. R. Basu
- 9. Prof. N. Sannigrahi, Coordinator
- 10. Dr. S. Dutta
- 11. Prof. C.S. Hazra
- 12. Prof. K.P.Mondal

# MINUTES OF THE MEETING:

- 1. The house unanimously reviewed the different parameters in connection with the NAAC sponsored seminar to be organized by the college. It was decided that a detail list of the different subcommittees will be framed in order to organize the programme successfully. The house expressed the satisfaction in this regard for the overall procedures of the preparation of the type seminar.
- 2. The house also requested the IQAC coordinators for the overall monitoring of the different scheduled academic and infrastructural facilities of the college for the best of the all round development of the college girls.
- 3. In the mis. Section, the house express the deep sense of gratitude to the principal and the administration of the college in this endeavor/

# ACTION TAKEN REPORT

The house expresses on the action taken report that has been taken into account to address the different issues as stated earlier.

Donne & Carriero Principo Prin

Principal Princi

IQAC Meeting: 2020-2021

# IQAC Meeting: 2019-20

Date of the meeting: 06.01.2020

# Agenda:

- 1. Different examinations of the different semesters.
- 2. Celebration of 23<sup>rd</sup> January and other National Days
- 3. Mis.

### Members Present

- 13. 1.Dr. I.Deb, Principal
- 14. Dr. P.Sarkar,
- 15. Prof. R.Gupta
- 16. Prof. C. Nayek
- 17. Prof. H.K. Mandal,
- 18. Prof. D. Roy Pramanik
- 19. Prof. U.K. Mukhopadhyay
- 20. Dr. R. Basu
- 21. Prof. N. Sannigrahi, Coordinator
- 22. Dr. S. Dutta
- 23. Prof. C.S. Hazra
- 24. Prof. K.P.Mondal

# MINUTES OF THE MEETING:

- 1. The house unanimously reviewed the different parameters in connection with the different examinations being conducted from time to time. The house requested the Coordinator to have a constant touch with the examination sub committee to explore the different issues regarding the conducting of such type of examinations.
- 4. The house also requested the IQAC coordinators for the overall monitoring of the different scheduled academic and infrastructural facilities of the college for the best of the all round development of the college girls. He was requested to take much more initiative for organizing the different National Days Like Republic day, Independence Day, Gandhi Jayanti etc in a very respectful manner to impart the vale education and country's integrity.
- 5. In the mis. Section, the house express the deep sense of gratitude to the principal and the administration of the college in this endeavor/

# ACTION TAKEN REPORT

The house expresses on the action taken report that has been taken into account to address the different issues as stated earlier.

Misicini Chese Purilis

Principal Principal Principal Principal

IQAC Meeting: 2020-2021

# Date of the meeting: 16.07.2020

Agenda: 1. Submission of AQAR for the year 2019-20

- 2. Action Plan for 2020-21
- 3. Different issues due to emerging COVID19 pandemic
- 4. Conversion of online mode of the academic & infrastructural activities in the online mode
- 5. Examination during Pandemic situations
- 6. Collaborative approaches of the different extension activities during the emerging pandemic situation
- 7. Mis.

#### **Members Present**

- 1. Dr. I.Deb, Principal
- 2. Dr. P.Sarkar,
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal,
- 6. Prof. I.Ghosh
- 7. Prof. A Maharatna
- 8. Prof. D. Roy Pramanik
- 9. Dr. U.K. Mukhopadhyay
- 10. Dr. R. Basu
- 11. Prof. N. Sannigrahi, Coordinator
- 12. Prof. C.S. Hazra
- 13. Dr. S.Dutta
- 14. Prof. K.P. Mandal
- 15. Other members

# IQAC Plan for 2020-2021

# The following decision was unanimously accepted by the IQAC meeting:

- Systematic collection of the feedback from the different stakeholders and its application in the administration and the governance and the data introduction in the AQAR annual report to be submitted to the NAAC.
- 2. The preparation of the action plan for the ongoing academic year was done through the online mode. The special care was taken to address the issues developed due to the pandemic situation. It was decided the management will try to purchase the online version of the different digital platform to continue the teaching learning and other administrative and extension activities without hampering the normal mode to extend the support services to all the stakeholders.
- 3. The IQAC deeply observed the sufferings of the people due to the ongoing COVID19 situation. The ongoing pandemic due to COVID19 was extensively explored along with the sufferings and the death unfortunately happened across the globe. The house expressed the deep anxiety due to the change of the scenario developed during the lock down period.
- 4. The present academic year is to be treated as the most exceptional and unfortunate one due to the COVID19 pandemic. IQAC was asked to formulate the Separate action plan for the effective management of the teaching-learning and other activities associated with the college and the administration. The house also requested the principal and the IQAC to find out any effective management portal for the free accession for the students to participate in the teaching learning activities. In addition to that, the house also requests the IQAC to make ensure of the different academic departments to maintain the normal teaching and learning procedure in the online mode.
- 5. Due to COVID19, the physical activities have been completely affected. So, the house requests the adminst6ration and the management to encourage the different academic departments to organize the different type of workshops and seminars in the virtual mode. The members also requested the principal to allocate the fund for the same to implement it as soon as possible.
- 6. The examination schedule of the college and the issues of the stakeholders were examined properly. The house decided to request the college authority to do the effective measures in this regard without disturbing the teaching learning activities.
- 7. Collaborative approaches are required to address the issues and challenges related to COVID19. The IQAC requested the house to do the needful in this regard for the same.

# Action taken Report

The house unanimously satisfied for the steps taken to address the all sorts of activities of the college due to the emerging pandemic situation. The house was also satisfied for the effective online management systems adopted to address the issues developed due to pandemic condition.

Principal
Nisterini College Condition

About the Company of the Supering about the Superi

**IQAC Meeting: 2020-21** 

Date of the meeting: 18.09.2020 (online)

## Agenda:

### **Members Present:**

- · Dr. I.Deb, Principal
- · Dr. P. Sarkar,
- · Prof. R.Gupta
- · Prof. C. Nayek
- Prof. H.K. Mandal,
- Prof. D. Roy Pramanik
- Prof. U.K. Mukhopadhyay
- · Dr. R. Basu
- Prof. N. Sannigrahi, Coordinator
- Prof. U. Chakraborty
- · Dr. C.S. Hazra
- · Prof. K.P. Mondal
- Dr. Supriya Dutta
- Dr .N. Mukhopadhyay (MO)
- Mr. Arun kataruka, Indistrialist

### Agenda:

- 1. Assessment of teaching learning process during lock down due to pandemic COVID19.
- 2. Health issues of the students during COVID19.
- 3. Online issues during COVID19.
- 4. Misc.

## Minutes of the meeting:

1. The online meeting critically examined the lock down process due to COVID19 and its impact on the teaching learning process. The house decided to request all the departments to continue the teaching learning process in an unaffected manner to meet up the needs of the students. The

house also expressed the deep concern and agony of the large number of 1st generation learners and the poor students about the issue of the Smartphone to avail the online classes.

- 2. The health issues of the students due to COVID19 were also alarming issues. The house requested all the departments to start the online counseling process about the mental & psychological issues derived due to the emerging situation. The house also requested all the stakeholders to ensure the safety and security of the all the students in this regard.
- 3. In addition to the above issues, other financial matters related to the student's fees, extension activities etc were critically assessed. The principal was requested to do the needful in this regard to extinguish the anxiety and the agony of the students due to emerging COVID 19.
- 4. In the misc issues, the different problems of online matters like network, interruption of electricity, the different voluntary activities of NSS, NCC and other wings were critically examined. Principal was asked to do the needful in this regard.
- 2. The house unanimously decided to upgrade the college website for the proper reflection of the different activities of the college.
- 3. The different teaching learning activities of the college was critically analyzed and the effective measures have been taken as per the report of the IQAC coordinator.

#### **ACTION TAKEN REPORT**

- 1. The house unanimously satisfied in the successful conduction of one day National seminar as funded by NAAC. The house also satisfied about the steps taken in connection with the publication in connection with the seminar.
- 2. The house satisfied for the steps taken to upgrade the college websites in this regard as per the proposal of the last meeting.
- 3. The3 steps to monitor the teaching learning activities were critically e4xamined and the house expressed satisfaction in this regard.

Wishing Cologo, Purula

Principal Principal

IQAC Meeting: 2020-21

Date of the meeting: 23-12-2020

### Agenda:

#### **Members Present:**

- Dr. I.Deb, Principal
- · Dr. P.Sarkar,
- · Prof. R.Gupta
- · Prof. C. Nayek
- · Prof. H.K. Mandal,
- Prof. D. Roy Pramanik
- Prof. U.K. Mukhopadhyay
- · Dr. R. Basu
- Prof. N. Sannigrahi, Coordinator
- Prof. U. Chakraborty
- Dr. C.S. Hazra
- Prof. K.P. Mondal
- Dr. Supriya Dutta
- Dr .N. Mukhopadhyay (MO)
- Mr. Arun kataruka, Indistrialist

### Agenda:

- 1. Issues related to the seminar on IPR.
- 2. Issues of online examination of the different semesters.
- 3. Issues of the different extension activities.
- 4. Misc.

### Minutes of the meeting

 The IQAC coordinator informed the house about the need of the organization of the seminar on IPR. The house was convinced to do the needful in this regard and the programme will be organized through online mode due to running pandemic condition due to

- COVID19. The house requested the IQAC coordinator to take actions and explore the different aspects in connection with the aforesaid webinar. The coordinator informed his consent in this regard to do the needful.
- 2. Due to ongoing pandemic condition, the house was very much concern about the health and hygiene of the faculty and the students. Regarding online examination of the different semesters, the house expressed deep concern over it. It was decided that the Principal in consultation with the IQAC coordinator along with the other senior faculty members, a most amicable solution to be explored to conduct the different online examination with the all sorts of safety measures for the same. The principal as requested to keep in touch with the university authority in this regard.
- 3. Due to the online mode of the academic schedule as per the government rule, the house expressed deep concern over the exercise of the different extension activities as required by the college. The house requested the principle to explore the possibility to organize the different extension programme through online mode.
- 4. In the misc, issues. The house expressed thanks and gratitude of the different stakeholders of the college for the Adoption of online mode in the different activities of the college.
- 5. The meeting ended with the vote of thanks to the chair.

#### ACTION TAKEN REPORT

- 1. The convener informed the house about the different preparatory step taken to organize the webinar on PR to be held in the online mode in the forthcoming days tasking the consent from the invited speakers and the other stakeholders.
- 2. The different steps for conducting the online examination of the different semesters were critically examined and the safety protocol was made to ensure the health and hygiene of the all stakeholders in this regard.
- 3. The house expressed the satisfaction of the expansion of the extension activities in the online. Mode.

Drace Brain

principal principal

**IQAC Meeting: 2020-21** 

Date of the meeting: 15-03-2021

# Agenda:

### **Members Present:**

- Dr. I.Deb, Principal
- Dr. P. Sarkar,
- Prof. R.Gupta
- Prof. C. Nayek
- Prof. H.K. Mandal,
- Prof. D. Roy Pramanik
- Prof. U.K. Mukhopadhyay
- Dr. R. Basu
- Prof. N. Sannigrahi, Coordinator
- Prof. U. Chakraborty
- Dr. C.S. Hazra
- Prof. K.P. Mondal
- Dr. Supriya Dutta
- Dr .N. Mukhopadhyay ( MO)
- Mr. Arun kataruka, Indistrialist

### Agenda:

- 1. Proposal of the Webinar on IPR
- 2. The issues of the online examination
- 3. Others

### MINUTES OF THE MEETING:

1 The IQAC Coordinator reported the house about the schedule of the webinar along with the speakers in connection with the invited speakers. He also informed the house about the Google platform to be used in this regard to conduct the same. He informed all the details of the webinar in this connection to the house. The house expressed deep satisfaction about the steps taken in this regard.

2. The issues of the online examination were discussed in the house. The IQAC coordinator informed he house about the detail report in this connection. The house expressed the deep satisfaction in this regard for doing such herculean task for the same ensuring the safety protocol of the health and the hygiene of the students.

3. In the miscelleous issue, different other activities related plan and execution of the different Activities were explored detail.

### **ACTION TAKEN REPORT:**

1. The action was taken to conduct the seminar. External speakers with this field were invited for the same. The webinar became successful one in terms of the students and other participants.

2. The steps taken in connection of the online examination was read out. The house expressed deep satisfaction in this rgard despite a number of problems was to do the same.

3. As far the other extension activities, the house requested the IQAC coordinator to do the needful.

Commission Purnite

Principal Policia

# **IQAC Meeting: 2021-22**

# Date of the meeting: 16.09.2021(online)

Agenda: 1. Submission of AQAR for the year 2020-21

- 2. Current pandemic Period
- 3. Action Plan for 2o21-22
- 4. Different emerging issues like academic, administration, extension activities due to COVID19,
- 5. Webinars through online mode by the using of any virtual platform
- 6. Health issues of the students and the faculty members
- 7. Online examination systems for the forthcoming internal assessment and the different university examination.
- 8. Online mode of the different extracurricular activities and its implementation

#### **Members Present**

- 1. 1.Dr. I.Deb, Principal
- 2. Dr. P.Sarkar,
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal,
- 6. Prof. I.Ghosh
- 7. Prof. A Maharatna
- 8. Prof. D. Roy Pramanik
- 9. Prof. U.K. Mukhopadhyay
- 10. Dr. R. Basu
- 11. Prof. N. Sannigrahi, (Coordinator)
- 12. Dr. S. Dutta
- 13. Prof. C.S. Hazra
- 14. Prof. K.P.Mandl.
- 15. Others invited members

#### IQAC Plan for 2021-22

### The following decision was unanimously accepted by the IQAC meeting:

- 1. The house unanimously decided to request the principal to take initiative to submit the AQAR for the last academic year maintaining all the desired attributes in connection with the submission.
- 2. The ongoing pandemic due to COVID19 was extensively explored along with the sufferings and the death unfortunately happened across the globe. The house expressed the deep anxiety due to the death of the number of students and the staff members along with the common people of the areas. The house also requested the principal to take initiative about the mass campaign in the online mode to make aware of the students, parents and the faculty members along with the common people about the death and the devastation due to pandemic.
- 3. The present academic year is to be treated as the most exceptional and unfortunate one due to the COVID19 pandemic. IQAC was asked to formulate the Separate action plan for the effective management of the teaching-learning and other activities associated with the college and the administration. The house also requested the principal and the IQAC to find out any effective management portal for the free accession for the students to participate in the teaching learning activities. In addition to that, the house also requests the IQAC to make ensure of the different academic departments to maintain the normal teaching and learning procedure in the online mode.
- 4. Due to COVID19, the physical activities have been completely affected. So, the house requests the adminst6ration and the management to encourage the different academic departments to organize the different type of workshops and seminars in the virtual mode. The members also requested the principal to allocate the fund for the same to implement it as soon as possible.
- 5. The house deeply expressed the concern over the death and the devastation occurred due to COVID19. The members also expressed the3ir concern over the different health parameters of the different stakeholders of the college in the regards. The house asked the IQAC to take initiative for the wide spread message to the each stakeholder about the importance of the vaccination and its long term effect in the management of the COVID19. All the members requested the principal to interact5 with the health department of the district to organize the mass vaccination programme in the college premise4s and its possibility to organize it.
- 6. Examination during the COVID19 is a serious concern and the house expressed the deep concern about the health issue of the all the stakeholders in this regard. The IQAC requested the principal to take initiative to have an interaction with the examination

section of the department and find out to explore the possibility of the zero contamination in this regard of the different stakeholders associated with the examination of both internal and the external.

## Action Plan taken in the last meeting:

All sorts of the decision were thoroughly observed and the proper action plan was taken to address the different issues in general and the management of the teaching-learning procedures and administration in particular due to ongoing COVID19 pandemic condition.

Principal
Nisterini College, Purulia)

Storm other the eller a south and we share and we share a south and we share a south

**IQAC Meeting: 2021-22** 

Date of the meeting: 24-12-2021

#### **Members Present:**

- 1. Dr. I.Deb, Principal
- 2. Dr. P.Sarkar,
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal,
- 6. Prof. D. Roy Pramanik
- 7. Prof. U.K. Mukhopadhyay
- 8. Dr. R. Basu
- 9. Prof. N. Sannigrahi, Coordinator
- 10. Prof. U. Chakraborty
- 11. Dr. C.S. Hazra
- 12. Prof. K.P. Mondal
- 13. Dr. Supriya Dutta
- 14. Dr .N. Mukhopadhyay (MO)
- 15.Mr. Arun kataruka, Indistrialist

### Agenda:

- 1. CAS of the faculty members
- 2. NAAC accreditation process & issues,
- 3. Other issues
- 4. Misc

### MINUTES OF THE MEETING:

- 1. As per the CAS agendum is concerned, the house asked the IQAC coordinators to ask the all incumbents undergoing to submit all the related papers in connection with CAS. The official procedure will be exercised after the submission of the documents by the incumbents.
- 2. In the agendum 2, the IQAC Coordinator informed the house about the present status of the NAAC accreditation of our college. The house decided to expect the completion of the procedure of the NAAC accreditation Cycle III of our college by the July 2022. In this regard, Dr. Supriya Dutta was assigned to study the new regulations of SSR submission for NAAC. Different subcommittees were formed to monitor the entire programme. The detail report of the NAAC accreditation procedure will be explored and a report to be submitted for the next steps in this regard.
- 3. The different issues of the college like water scarcity, lavatory, classrooms and other issues were raised by the different departments. The Principal assured the house for the steps to be taken in this regard shortly.
- 4. In the misc. agendum, the house raised the issues of collaborations with other bodies like Chambers of Commerce, Alumni, placement etc to address the progression of the students.
- 5. The meeting ended with the vote of thanks to the chair.

### ACTION TAKEN REPORT

- 1. The IQAC coordinator took initiative to expedite the CAS of the faculty members of the incumbent. The different authorities have been informed in this regard to do the needful to complete the entire process.
- 2. The NAAC accreditation cycle III was completely explored and steps have been taken to address the most important issue of the accreditation process of our college.
- 3. The emerging problems as raised by the different departments were considered and steps were taken to sole the growing infrastructural problems of the college.

#### **ACTION TAKEN REPORT**

- 1. The analysis of the last year academic performance was placed to the higher body for appraisal.
- 2. The health and hygiene of the different stakeholders were ensured by introducing the zero tolerance as far as the COVID protocols are concerned issued by the different authority from time to time.
- 3. The process of the sustainable digital platforms and its implementation along with related issues have been addressed properly. It was decided that the old kitchen heritage building renovation may able to address the issues of the shortage of space and other constraints.
- 4. The house ensured the scope to undergo MOU with different other institutions in this regard for the best of the students.

Sistem Colors During Property Services Services Property Services

Principal aurilia

## **IQAC Meeting: 2021-22**

Date of the meeting: 24-12-2021

#### **Members Present:**

- 1. Dr. I.Deb, Principal
- 2. Dr. P.Sarkar.
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal.
- 6. Prof. D. Roy Pramanik
- 7. Prof. U.K. Mukhopadhyay
- 8. Dr. R. Basu
- 9. Prof. N. Sannigrahi, Coordinator
- 10. Prof. U. Chakraborty
- 11. Dr. C.S. Hazra
- 12. Prof. K.P. Mondal
- 13. Dr. Supriya Dutta
- 14. Dr. N. Mukhopadhyay (MO)
- 15.Mr. Arun kataruka, Indistrialist

### Agenda:

- 1. CAS of the faculty members
- 2. NAAC accreditation process & issues,
- 3. Other issues
- 4. Misc

### MINUTES OF THE MEETING:

- As per the CAS agendum is concerned, the house asked the IQAC coordinators to ask the all incumbents undergoing to submit all the related papers in connection with CAS. The official procedure will be exercised after the submission of the documents by the incumbents.
- 2. In the agendum 2, the IQAC Coordinator informed the house about the present status of the NAAC accreditation of our college. The house decided to expect the completion of the procedure of the NAAC accreditation Cycle III of our college by the July 2022. In

this regard, Dr. Supriya Dutta was assigned to study the new regulations of SSR submission for NAAC. Different subcommittees were formed to monitor the entire programme. The detail report of the NAAC accreditation procedure will be explored and a report to be submitted for the next steps in this regard.

- 3. The different issues of the college like water scarcity, lavatory, classrooms and other issues were raised by the different departments. The Principal assured the house for the steps to be taken in this regard shortly.
- 4. In the misc. agendum, the house raised the issues of collaborations with other bodies like Chambers of Commerce, Alumni, placement etc to address the progression of the students.
- 5. The meeting ended with the vote of thanks to the chair.

### ACTION TAKEN REPORT

- 1. The IQAC coordinator took initiative to expedite the CAS of the faculty members of the incumbent. The different authorities have been informed in this regard to do the needful to complete the entire process.
- 2. The NAAC accreditation cycle III was completely explored and steps have been taken to address the most important issue of the accreditation process of our college.
- 3. The emerging problems as raised by the different departments were considered and steps were taken to sole the growing infrastructural problems of the college.

Mission 24/12/2021

Minimi College College

**IQAC Meeting: 2021-22** 

Date of the meeting: 24-03-2022

### **Members Present:**

- 1. Dr. I.Deb, Principal
- 2. Dr. P.Sarkar,
- 3. Prof. R.Gupta
- 4. Prof. C. Nayek
- 5. Prof. H.K. Mandal,
- 6. Prof. D. Roy Pramanik
- 7. Prof. U.K. Mukhopadhyay
- 8. Dr. R. Basu
- 9. Prof. N. Sannigrahi, Coordinator
- 1. Prof. U. Chakraborty
- 2. Dr. C.S. Hazra
- 3. Prof. K.P. Mondal
- 4. Dr. Supriya Dutta
- 5. Dr.N. Mukhopadhyay (MO)
- 10. Mr. Arun kataruka, Indistrialist

# Agenda: 1. Recently introduced PAC by NAAC accreditation programme.

- 2. Academic & infrastructural Developmental Planning.
- 3. Issues related to ongoing seminar.
- 4. Mis.

### MINUTES OF THE MEETING

- 1. The IQAC convener informed the house about the recently introduced PAC instead of NAAC accreditation due to last COVID issues. The coordinators informed the house about the detail procedure of PAC in this regards. The house requested the IQAC coordinators to explore all sorts of the merits and demerits of the newly introduced system before taking any steps in this regard.
- 2. As far as infrastrural development point is concerned, a detail report will be framed by the IQAC and plan of action will be taken with the financial fusibilities of the college.

- 3. Principal informed the house about the recently introduced Research Scheme of the college with an amount from the college fund to promote the research and innovation as the UGC, DST are not quite enough to solve the growing issues.
- 4. The principal informed the house about the submission of AQAR procedure and the status quo of the college.

### **ACTION TYAKEN REPORT**

- 1. After detail analysis of the PAC scheme as proposed by the NAAC, it was unanimously decided to go for complete NAAC accreditation process instead of PAC.
- 2. The detail report under the arena of IQAC was framed to address the different issues of the infrastructural developmental project.
- 3. The house highly appreciated the scheme as offered by the college administration for the promotion of research & innovation practices.
- 4. The house thanked the Principal for he initiatives taken for the submission of AQAR in the new format,

Breed LAC

Principal College

**IQAC Meeting: 2021-22** 

Date of the meeting: 06.04.2022

#### **Members Present:**

- 1. Dr. I.Deb, Principal
- 2. Dr. S. KLhawas
- 3. Dr. P.Sarkar,
- 4. Prof. R.Gupta
- 5. Prof. C. Nayek
- 6. Prof. H.K. Mandal,
- 7. Prof. D. Roy Pramanik
- 8. Prof. U.K. Mukhopadhyay
- 9. Dr. R. Basu
- 10. Prof. N. Sannigrahi, Coordinator
- 11. Prof. U. Chakraborty
- 12. Dr. C.S. Hazra
- 13. Prof. K.P. Mondal
- 14. Dr. Supriya Dutta
- 15. Dr. N. Mukhopadhyay (MO)
- 16. Mr. Arun kataruka, Indistrialist

## Agenda: 1.Forthcoming NAAC accreditation of college.

- 2. To organize the Annual Memorial Lecture 2022
- 3. Different issues due to emerging COVID19 pandemic.
- 4. Academic & infrastructural developmental Planning & purchase.
- 5. Issues related to odd semesters
- 6. Mis.

# MINUTES OF THE MEETING

- 1. The IQAC coordinator reported the present status quo of the NAAC accreditațion of our college. The house requested the principal to contact the head office of NAAC in this
- 2. For infrastructural developmental, a list to be prepared by the competent authority for the same. It was also decided that a studio-cum-work station will be developed in the newly renovated building of the old kitchen to address the digital need of the different
- 3. The house decided to install a pollution indicator board with the assistance from the
- 4. The house requested the authority to take initiative for academic, administrative & green audit to fulfill the desired outcome for next accreditation procedure.
- 5. The Annual Memorial Lecture to be organized as per the academic calendar of the college and the IQAC will take initiative in this regard.
- 6. The increase of the seat in the Bengali department was considered
- 7. As far as the letter of the Govt. of Higher education for setting up[ of the English Proficiency centre, the house decided to do the needful in this regard.

# ACTION TAKEN REPORT

A detail action taken report was prepared for the effective and monitoring of the work . The work orders and other issues was addressed in this regard for the same.