

Proceedings of the IQAC – NAAC steering committee meeting held on 26.4.22 in Nibedita Hall at 10.00 A.M.

Item No. 1

Confirmation of the proceedings of the previous IQAC meeting held on 15.02.2022

The proceedings of the previous IQAC meeting held on 15.02.2022 were confirmed.

Item No. 2

Action Taken Report :

1. NSS Special Camps:

Phase I held on 17-02-22 and 18-02-22.

- Cleaning of campus, general health check-up and tree planting in AIWC
- BUNIADI HIGH SCHOOL, BELEGHATA and RABINDRA BALIKA VIDYALAYA

Phase II held on 24-03-22

- Yoga training for women' s health held in college
- Cleaning and Water conservation awareness drives in surrounding areas of college including Jatin Das Park.

(Both programs conducted by ex- NCC Cadets of the college)

2. Interdisciplinary workshop on groundwater quality (ongoing)

3. Signing of MOU between JDC, Lady Brabourne college and Raja Peary Mohan college regarding Pathshala, an online Curriculum Delivery Platform of the Bengali Depts of the three colleges.

4. Award of certificates to first batch of students of both of Soft Skill and Personality Development programme and Industry Academia Collaboration Programme with Bosch India Ltd.

5. NAAC Orientation meetings with stakeholders

2nd-8th March- Faculty members (online)

4th to 12th April- Honours students

25th to 29th April- general students(ongoing)

22nd to 28th April- Alumni (ongoing)

25-03-22-Librarian and library staff

6. AQAR 2020-21 uploaded on 14-04-22

7. College registered on Vidyanjali Portal

8. College IQAC and NAAC STEERING COMMITTEE meeting with all present and ex-NCC Cadets of the college held on 17-03-22

9. E- waste recycling contract to be signed immediately with Hulladek Recycling

10. Library Book Donation Drive held between 7th and 13th April

11. NList activated for college faculty members and students.

12. E-requisition facility started in college library.

13. Preliminary agreement with Narasinha Dutta College for collaboration on library e-requisition. Agreement to be formalized soon.

14. **Library website** launched with open access to e- resources.
15. **Book club** started by library to celebrate World Book Day
16. Webinar on Issue of Copyright to observe World IPR DAY on 26-04-22.
17. Compulsory Add-on courses for Semester 4 (ongoing)
18. Admission to **Online Communicative Spanish course** going on.(Notified on college website)
19. **Career Awareness programs** by Presidency University Bangalore and Institute of Company Secretary of India
20. Field Visits by Geology, Zoology and Botany Depts. Industry Visit by Chemistry department .
21. Physics departmental workshop in collaboration with Physics Dept. of Bhawanipore education society College on 11th April, 2022.
22. Lecture on value orientation by Dr. Suchhanda Sen organised by History Dept.
23. Advanced career assessment test by INSIGHT on 29-03-22
24. Academic and administrative building wifi network revamped
25. Science exhibition organised by newly established SCIENCE CLUB of the college on 28th February, National Science day,
26. International Mother Language Day celebrated on 21-04-22.
27. 28 students qualified C Certificate of NCC and 37 students received the B certificate of NCC .
28. Workshop on 'Relevance of value orientation in the new normal' held on 4th, 5th and 6th March, 2022 in collaboration with Narasinha Dutta College and Vivekananda Nidhi in online and offline modes
29. Basic English course completed. Basic Maths to be completed soon.
30. Webinar on Moving towards excellence in Higher education organized by JDC- Sanjog, a quality collaboration initiative of the IQAC of the college on 22-02-22.
31. Commemoration of death anniversary of Einstein on 18th April by Physics Department in room no 22 and Chemistry department in Lab No. 8.
32. Survey being conducted to learn about the students' preferences regarding add-on courses and other extra-curricular activities so that future college activities may be customized to their needs.

Agenda : ii) Preparation for accreditation by NAAC

Resolutions taken in present meeting :

- Principal introduced Ms. Ankita Chatterjee, Sem IV, Geology Department as student member and Mr. Upal Misra , father of Ushashi Misra, Sem II, Economics Department, as guardian member of IQAC.
- Principal briefed the new members of IQAC about the NAAC activities and developments of the college.
93 key indicators play the role of evaluation by NAAC. 70% marking will be done online for which documents to be uploaded in the respective portal. 15% will be evaluated on

the basis of feedbacks taken from the present students. Rest 15% will be evaluated by physical inspection during which the IQAC team will be involved especially the external members. That is why they need to be briefed regularly about the college activities.

- Principal also quoted that **AQAR 20-21** has been submitted and it has been realized that the college lacks in sectors viz. Add-On Course and Waste Management. Accordingly measures are being taken in the subsequent year.

It is decided that compulsory subject specific Add On courses will be introduced for Sem-4 students. Add-On Course Co-ordinators from each departments have been finalised and the courses are being started shortly.

E-waste management report as Bulk Consumer has to be submitted annually to West Bengal Pollution Control Board. Green Audit and Energy Audit have been already conducted. Zoology Lab waste and canteen waste management need to be addressed properly.

- External Academic Audits have been conducted for the academic years 17-18, 18-19, 19-20.
- Since NAAC sub-committees have to be updated according to NAAC stipulations, new sub-committees have been formed.
- Annual Stakeholders' Meet will be held shortly with the members of Governing Body, IQAC, NAAC steering committee, students, guardians, employers and alumni.
- In order to make college Self-Reliant as much as possible, college tries to utilize its resources and programs like "**Trash to Treasure**", "**Spring Board**" etc. have been conducted under this theme. To cultivate this idea more, a workshop on Self Reliance is resolved to be held. As part of this, it is proposed that entrepreneurs among ex-students of our college may be invited to enlighten our present students.
- Prof. P. K. Chaudhuri, external member commented on the Best Practice and Institutional Distinctiveness. He opined that our college is one of the pioneering girls' college to offer Geology Honours and having the CU toppers in the respective subject. He also opined that college may find out collaboration activity with Bhawanipore Education Society College which has a good Fashion Designing course. Principal pointed out the constraints regarding the financial viability of the course.
- Principal also pointed out the difficulty in finding out the collaborative institutions. Maximum institutions are not responding except **E-Pathsala** conducted by Bengali Departments of our college, Lady Brabourne college and Piary Mohon College.

- Prof. Papiya Ghosh, external member pointed out that IPR and Research Methodology carry 3 marks for each year. So workshops for these may be conducted every year. In criterion 6, Faculty upgradation and Training Programs , faculty may be sponsored financially for international seminar presentations. Students' data base have to be prepared carefully for SSR and they have to be briefed properly. All possible documents have to be uploaded , more the volume the better. Regarding research publications, the links of the publications are to be given. If link is not possible, then front page of the publication should be uploaded. All additional information should be provided even if they are repeated. Data for placement of alumni must be provided.

The meeting ended giving the vote of thanks to all the members.