

MINUTES OF THE IQAC MEETING ON 3.7.19

Venue : IQAC Room

Time : 2 P.M

Members Present :

1. Principal
2. IQAC Co-ordinator
3. Prof. Shyamal Bandopadhyay
4. Dr. Pradip Baidya
5. Dr. Manika Rakshit
6. Dr. Bratati Dey
7. Dr. Subhasish Chakraborty
8. Dr. Joydeb Mishra
9. Sri Sanjoy Das

Agenda :

1. Confirmation of the minutes of the last meeting.
2. Introduction of vocational/ job -oriented courses.
3. Discussion on Career Advancement Schemes for teachers.
4. Miscellaneous.

Minutes and Resolutions:

1. The minutes of the last meeting dated 12.3.19 were confirmed without any changes.
2. The Principal reiterated the necessity of introducing vocational/job-oriented courses for our students, as all of them would not be able to pursue higher studies or procure jobs immediately after graduation. The Co-ordinator said that talks in this regard had already been initiated and that a plan had been chalked out in this regard. Initially, a basic computer course for both boys and girls, and a beauticians' course for girl students could be introduced, keeping in mind, the demand for such professionals in the respective fields. Dr. Bratati Dey raised the issue of time and space. Prof. Sudakshina Sengupta answered that she had discussed the feasibility of these two courses with the director of 'Viewtech', at Dakshin Barasat, which was being run under the 'Utkarsho Bangla' banner (a West Bengal Government initiative). Classes could be held at this institute, since they had the required infrastructure, and students would take admission directly at this centre. For this, an MOU would have to be signed. The house welcomed the proposal and it was resolved that the paper work would be done very soon, so that students could start in the coming session commencing in August/September, 2019.
3. Regarding the CAS of all teachers, the Principal pointed out that most of the teachers whose promotion is due, should keep in mind that they would have to follow two patterns while preparing their documents, one adhering to the

old and the other, to the new norms, as had been declared by the Higher Education Department. He also suggested that all documents be examined and verified carefully by the CAS Sub-Committee, before their submission to the Principal.

4. There being no other issue to discuss, the meeting was terminated at 3.15p.m, with thanks to the Chair.
5. Members further noted the different faculty development programmes which the teachers have participated during the Academic Session 2018-19 as enumerated below

Date From-to	Event Co-ordinator	Event Type	Name of the Faculty
08/8/2018-28/8/2018	HRDC, Ranchi University	Refresher course	Dr. Rupa Acharya
05/3/2019-01/4/2019	HRDC, Ranchi University	Orientation Programme	Dr. Tusi Bhattacharya
10/6/2019-30/6/2019	HRDC, Ranchi University	Orientation Programme	Bula Rani Howlader
12/6/2019-25/6/2019	HRDC, University of North Bengal	Refresher course	Dr. Tapashree Ghosh

ACTION TAKEN REPORT

- ◆ As resolved at the last meeting, the hours for the hostel library had been extended from 12 noon-6 p.m to 12 noon-8 p.m.
- ◆ Rules for the hostel library have been framed.
- ◆ Sample copies of text books on ENVIS were obtained and photocopied for the convenience of our students.
- ◆ Nature Club under the supervision of Prof. Koushik Das, Dr. Bratati Dey and Prof. Sudakshina Sengupta and a Committee under the supervision of Dr. Manika Rakshit and Dr. Rupa Acharya to organize medical camps were formed successfully.
- ◆ The formalities required for the promotion of Dr. Subhashish Chakrabarty of the Department of Commerce had been completed on 21st May, 2019.