

MINUTES OF IQAC MEETING DATED 30.03.2019

Members Present:

- 1) Dr. Jaydeep Sarangi
- 2) Prof. Dibes Bera
- 3) Dr. Samyabrata Das
- 4) Dr. Kallol Paul
- 5) Dr. B.K. Bera
- 6) Dr. Sudipti Banerjee
- 7) Prof. Gorachand Nag
- 8) Prof. Bulu Mukhopadhyay
- 9) Prof. Avishek Choudhury
- 10) Dr. Nirmalya Mandal
- 11) Dr. Samarpita Seth
- 12) Dr. Iqbal Abdul Latif
- 13) Dr. Ajoy Kumar Pramanik
- 14) Prof. Atanu Ghosh
- 15) Dr. Mohsina Iqbal
- 16) Dr. Indranil Bhattacharyya
- 17) Sri Nilesh Mahato (General Secretary, Students' Council)

Agendum 1: To confirm the minutes of the previous meeting held on 10.10.2018

The minutes of the previous meeting held on 10.10.2018 were read and confirmed without any modification.

Agendum 2: To consider organising a "Job Fair"

Principal proposed that the College should organise a 'Job Fair' and the same should be held once in a year. Dr. Kallol Paul endorsed his views and opined that such initiative should be taken. Dr. B. K. Bera pointed out some difficulties with regard to 'Campus Interview and Placement' in his institution (Narendrapur Ramakrishna Mission Residential College). According to him, many students of Narendrapur Ramakrishna Mission Residential College qualified in the 'Written Test' but only a few succeeded in clearing the final hurdle of Interview due to poor/weak communication skill in English. Principal also proposed that in organising such fair, New Alipore College may collaborate with other Colleges for mutual benefits.

It was resolved that a Committee be formed with the following members for organising 'Job Fair':

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|-----------------------|----------------------------|
| 1. Prof. Atanu Ghosh | 4. Dr. Anupam Karmakar |
| 2. Dr. Samarpita Seth | 5. Dr. Ajoy Kumar Pramanik |
| 3. Dr. Mohsina Iqbal | |

Agendum 3: To discuss introduction of online feedback from students

Principal observed that the existing feedback system was not very strong and comprehensive. Dr. B. K. Bera stated that in Narendrapur Ramakrishna Mission Residential College feedback



was collected only from Final Year students where students were asked to put tick mark against the questions. He further stated that there should not be any scope for writing subjectively in feedback forms. He also suggested that there should be a Committee to analyse the feedback and the Report of the Committee as well as the action taken by the Principal should be strictly kept confidential as far as practicable.

It was resolved that

- (a) Online feedback be introduced.
- (b) A Committee be formed by the Principal to review and report on feedback.
- (c) Feedback be collected from Teachers, Parents, Students and ex-Students.
- (d) Offline feedback be continued as well.

Agendum 4: To consider using modern teaching aids by all teaching staff members to supplement 'chalk and talk/blackboard' method

It was proposed by the Principal that the Teachers should use modern teaching aids and emphasis should be given on ICT-based teaching. The members agreed in principle about the utility of the same.

It was resolved that

- (a) Every Department be asked to incorporate in their Class Routine at least one class per week with modern teaching aids.
- (b) Number of White Boards be increased.
- (c) Only 'Dust-free Chalks' be used in classes.
- (d) 'Chalk and Talk' method be continued as well.

Agendum 5: To report the Memorandum of Understanding (MoU) signed with Women's Christian College and with Vijaygarh Jyotish Roy College and to consider signing of MoU with other Higher Educational Institutes

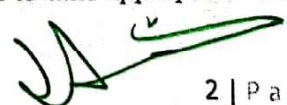
Principal reported that a Memorandum of Understanding (MoU) has been signed between the Libraries of New Alipore College and Women's Christian College. Further, he reported that the Departments of Botany and Journalism and Mass Communication of New Alipore College signed MoU with the respective Departments of Vijaygarh Jyotish Roy College. The move was highly appreciated by the Members. It was resolved that other Departments be requested to sign MoU with other Higher Educational Institutes for Faculty Exchange, Student Exchange etc. The matter of signing of Institutional MoU was also discussed and the House requested the Principal to take initiative in this regard.

The Department of Mathematics of New Alipore College was asked to contact the Department of Mathematics of Narendrapur Ramakrishna Mission Residential College to explore the possibilities of signing MoU with them.

It was also resolved that "Linkages" be formed with other Institutes and the Principal was requested to take action in this regard.

Agendum 6: To discuss registration of Alumni Association of New Alipore College

Principal proposed that the Alumni Association of New Alipore College should be registered immediately on an urgent basis. The House requested the Principal to take appropriate action



in this regard. Further, Dr. Iqbal Abdul Latif and Dr. Ajoy Kumar Pramanik were given the task of maintaining liaison with Dr. Indranil Bhattacharya, Alumni Representative of IQAC, for increasing the strength of Alumni of Chemistry Department.

It was resolved that Heads of all the Departments be asked to contact with the ex-students of their respective Departments with a request to register them as Alumni of New Alipore College by observing necessary formalities in this regard. It was decided that a Meeting with the Alumni Members should be held preferably by 30th June 2019.

Agendum 7: To consider the feasibility of adopting any nearby school/ashram for rendering social service

Dr. Mohsina Iqbal reported that her NSS Unit adopted a nearby village where various social activities were undertaken. Principal stressed on rendering social service outside the purview of NSS also. Dr. B. K. Bera opined that a 'Medical Camp' with one/two Doctor(s) could be organised and 'Free Medicine' could be distributed to the needy people. Principal opined that the matter should be discussed with the Local Councillor.

Agendum 8: To consider registration of the "Nature Club" of New Alipore College

Principal reported that the 'Nature Club' of New Alipore College started functioning. Dr. Sudipti Banerjee stated that the 'Nature Club' should think of organising 'Nature Camp' in different spots of West Bengal. Dr. Indranil Bhattacharyya opined that the 'Nature Club' should organise Wild Life Documentary Show(s).

It was resolved that the 'Nature Club' of New Alipore College be registered and the Principal was requested to do the needful in this regard.

Agendum 9: To devise the plan of action for the year 2019-2020

The House devised the following plan of action for the year 2019-2020:

- (i) To organise Departmental Seminars in the College at regular intervals
- (ii) To organise Inter-disciplinary Workshop
- (iii) To accommodate 'Yoga/Physiotherapy' Class in the Routine
- (iv) To encourage students to participate in Field Projects/Internships
- (v) To organise Seminar/Workshop on (a) ICT-based Teaching and (b) E-Content Development
- (vi) To form Parent-Teacher Association (PTA)
- (vii) To organise Seminar on 'Intellectual Property Rights'
- (viii) To hold 'Development/Training Programme' for Teachers, Non-Teaching Staff and Support Staff
- (ix) To register with NPTEL (National Programme on Technology Enhanced Learning)
- (x) To organise Seminar on 'Gender Sensitisation'
- (xi) To sign MoU with other Institutes
- (xii) To develop 'Linkages' with other Institutes
- (xiii) To initiate 'Vermicomposting' work
- (xiv) To organise Seminar on 'Promotion of Universal Values and Ethics'
- (xv) To start 'Language Course'
- (xvi) To organise Seminar on 'Institutional Quality Development'

Agendum 10: To prepare AQAR for the year 2017-2018

It was reported that AQAR would have to be submitted in new format. Accordingly, Principal was requested to form different groups for different criteria of AQAR. On receipt of reports from the Conveners of different groups, the final AQAR would be given shape. The tentative date for finalising AQAR for the year 2017-18 was 30.06.2019.

Agendum 11: Miscellaneous

No issues were raised under this agendum.

The Meeting ended with thanks to and from the Chair.

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Confirmed
29/6/2019
Principal
New Alipore College
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