

**MINUTES OF IQAC MEETING DATED 29.06.2019****Members Present:**

- 1) Dr. Jaydeep Sarangi
- 2) Prof. Dibes Bera
- 3) Dr. Sabyasachi Chatterjee
- 4) Dr. Sudipti Banerjee
- 5) Dr. B.K. Bera
- 6) Dr. Samyabrata Das
- 7) Prof. Gorachand Nag
- 8) Prof. Bulu Mukhopadhyay
- 9) Dr. Gobindalal Mandal
- 10) Dr. Samarpita Seth
- 11) Dr. Iqbal Abdul Latif
- 12) Dr. Ajoy Kumar Pramanik
- 13) Prof. Atanu Ghosh
- 14) Dr. Mohsina Iqbal
- 15) Prof. Aniruddha Kar
- 16) Sri Nilesh Mahato

**Agendum 1: To confirm the minutes of the previous meeting held on 30.03.2019**

Minutes of the previous meeting held on 30.03.2019 were read and confirmed.

**Agendum 2: To report the activities of the Academic Year 2018-19 (July 2018-June 2019)**

The following major activities were reported:

S. N.	Event/Activity	Date
1.	Celebration of Vana Mohatsav	08.08.2018
2.	Independence Day Celebration	15.08.2018
3.	Annual Prize Distribution Ceremony	20.08.2018
4.	Plenary meeting of the teachers on CBCS	06.09.2018
5.	Lecture by Dr. Alesandro Vescovi on The Post Secular Edge of Indian English Fiction	10.09.2018
6.	Career Counselling Programme by Times Group	14.09.2018
7.	Career Counselling Programme by Carreograph	19.09.2018
8.	Seminar on Contribution of India in Modern Mathematics and Ancient Mathematics (Topic: "Adhunik Gonit Shastre Bharater Obodan and Prachin Gonit Shastro") by the Department of Mathametics	19.09.2018
9.	Celebration of NSS Day	24.09.2018
10.	Workshop on 'Minutes Writing' by the IQAC, NAC	25.09.2018
11.	Cultural Programme of Student Union "Symphony" at Nazrul	04.10.2018

	Mancha	
12.	Installation of Sanitary Napkin Vending Machine by the Women's Studies Cell, NAC	11.10.2018
13.	Documentary Show on "Durgatinashini Durga 2018" by the Department of Anthropology, NAC	13.10.2018
14.	Annual Photography competition on My Durga (Topic: "Amar Durga") by the Department of Journalism and Mass Communication	20.11.2018
15.	Cultural Programme of students "Protishruti"	04.12.2018
16.	Minority Scholarship Talent Support Programme 2018-19	06.12.2018
17.	Invited Lecture organised by the Department of Journalism and Mass Communication, NAC	7.12.18
18.	Symposium on "Rights of the Common People with Special Emphasis on the Privileges Available to the SC-ST-OBC Categories" by SC-ST-OBC Cell, NAC	10.12.2018
19.	Book Fair organised by the Library, NAC	21.12.18- 22.12.18
20.	One-Day Workshop to commemorate National Mathematics Day by the Department of Mathematics, NAC	22.12.18
21.	Celebration of Birth Anniversary of Swami Vivekananda and National Youth Day	12.01.2019
22.	Special Invited Lecture organised by the Department of Journalism and Mass Communication, NAC	15.01.2019
23.	Seminar on Ancient Indian Historical Literature: Flow and Revolution (Topic: "Prachin Bharatiya Oitihāsik Sahitya: Prabaha O Biborton") organised jointly by the Department of Sanskrit and the Department of History, NAC	21.01.2019
24.	Seminar on "Molecular Orbitals, Stereochemistry and Pericyclic Reactions" by the Department of Chemistry, NAC	22.01.19
25.	Celebration of birth Anniversary of Netaji Subhash Chandra Bose	23.01.2019
26.	Celebration of Republic Day 2019	26.01.2019
27.	Annual Cultural Programme "Avensis 2019"	31.01.19- 02.01.19
28.	Demonstration-cum-Training on College Management Software	06.02.2019
29.	Poetry Reading by Prof. John. Thieme by the Department of English, NAC	10.02.2019
30.	Candle March in the college campus to pay homage to the Martyrs of Pulwama by students and Teachers	16.02.2019
31.	Seminar on Historical Elements of Ancient Indian Sanskrit Literature (Topic: "Prachin Bharatiya Sanskrita Sahityer Oitihāsik Upadan") jointly organised by the Department of Sanskrit and the Department of History, NAC	27.02.2019



32.	Awareness Program by HCP along with the Department of Political Science, NAC – “Breaking Barriers”	28.02.2019
33.	Seminar on Comparative Discussion on Pre-Chaitanya and Post-Chaitanya Literature (Topic: “Prak Chaitanya O Chaitanyottor Sahityer Tulanamulok Alochona”) by the Department of Bengali, NAC	01.03.2019
34.	Demonstration of online form fill up for West Bengal Health Scheme	05.03.2019
35.	One-day Special Lecture on “Anxiety –An Overview” by the Department of Education, NAC	06.03.2019
36.	Seminar to commemorate International Women’s Day by Women Study Cell, NAC	07.03.2019
37.	Seminar on “Macroeconomic Analysis of the changing patterns of the Indian Economy in recent times” by the Department of Economics, NAC	12.03.2019
38.	Lecture on Human Race organised by the Department of Anthropology, NAC	16.03.2019
39.	One-Week Lectures organised by Department of Commerce, NAC (two in association with the Department of Economics, NAC and one in association with the Department of Philosophy, NAC)	25.03.2019-30.03.2019
40.	One-Day Poetry Festival organised by the Department of English, NAC in collaboration with Women’s Christian College	27.03.2019
41.	Seminar on “Paradigm Shift from Information and Communication Technology (ICT) to Internet of Things(IOT) and Its Impact on Society” organised by the Department of Commerce, NAC	16.04.2019
42.	“Evolvere 2019”- Seminar on IOT and Poster competition organised by the Department of Computer Science and Electronic Science, NAC	17.04.2019
43.	A Programme “Towards Inclusiveness” organised by Women’s Cell, IQAC, NAC in association with Panchur College	23.04.2019
44.	Seminar on “Environment and Beyond” organised by New Alipore College	24.04.2019
45.	Seminar on “India Pakistan Relations: Recent Trends” organised by the Department of Political Science, NAC	26.04.2019
46.	A Lecture on “Are You feeling Ok?” organised by the Psychological Counselling Cell, IQAC, NAC	30.04.2019
47.	Workshop on “Popular Literature for English” organised by the Department of English, NAC	03.05.2019
48.	One-Day Seminar on “Intellectual Property Rights: Relevant Issues” organised by IQAC, NAC	11.05.2019
49.	FDP on “ICT-Based Teaching” organised by IQAC	13.05.2019
50.	A Programme on “Music Therapy Lesson for Stress Relief”	14.05.2019



	organised by The Psychological Counselling Cell, IQAC, NAC	
51.	Celebration of Birth Anniversary of Rabindranath Tagore by Teachers and Students of NAC	14.05.2019
52.	Inauguration of "Special Collection on Dalit Literature" in the Library, NAC	31.05.2019
53.	Signing of MoU with (a) Library of Women's Christian College (b) Botany and Journalism Departments of Vijaygarh Jyotish Roy College (c) Commerce Department of East Calcutta Girls' College (d) K.K.Das College	Different Dates

**Agendum 3: To explore the feasibility of introducing new courses in the College**

Regarding feasibility of introduction of new courses, the Principal said that Geography Honours course could be started subject to the availability of rooms. He also reported that the English Post Graduation Course (M.A.) was sanctioned by the Governing Body long back and the required money was also deposited to the Calcutta University. But the Course has not yet got approval from the Calcutta University. He also stated that the Journalism and Mass Communication Department signed a MoU with an external media training house for Certificate Courses on video editing, journalism etc. The House expressed happiness with this.

**Agendum 4: To design a Questionnaire on Student Satisfaction Survey (SSS) on overall institutional performance**

Regarding Student Satisfaction Survey (SSS) on overall institutional performance a questionnaire was proposed and placed before the House for discussion. It was decided that a Bengali version of this questionnaire would have to be made with the help of Dr Nirmalya Mandal of Bengali Department. It was further decided that the Survey would be in online mode only. Most of the questions of the student satisfaction survey were approved. It was decided that a Mobile App would have to be developed. It was resolved unanimously that Gender and Age related questions would be removed.

**Agendum 5: To report on the status of admission for the Academic Year 2019-20**

Regarding the status of admission, the Principal reported that admission process for the Academic Year 2019-20 took place very smoothly. He also praised both the Convenors of the Admission Committee for the hassle-free admission process. He informed the House that till date 1255 students had taken admission. The House also praised the Convenors and Members of the Admission Committee for their effort. The General Secretary of the Students' Council also endorsed the same view.

**Agendum 6: To develop the college website as a learning resource for students**

It was resolved that a portion of the college website be dedicated for uploading Question Papers of the University of Calcutta, Study Notes, Question Papers of the Colleges with whom MoU was signed, Model Questions with brief hints or guidelines for answer etc. It was also suggested that external link of resource materials of Reputed Colleges/Institutes in India might be given on the website. The House expressed the need for 'Learning Resource Management Software' (LRMS).





**Agendum 7: To consider organising an orientation programme with the guardian of first semester students**

The House approved the matter of organising an Orientation Programme with the Guardians of 1st semester students. It was also suggested to bring Resource Persons from the Golpark Ramakrishna Mission Institute of Culture for delivering lecture to students and guardians/parents. In this regard, Professor Bulu Mukhopadhyay said that in the Department of English Parent-Teacher Meetings (PTM)<sup>10</sup> are regularly held. She also stated that programme should be organised for the students by the Psychological Counselling Cell of the College. In this regard, the Principal said that programme in line with "Towards Wellness" by the Centre for Wellness at Jadavpur University should be organised. Prof. Gorachand Nag opined that a short message service (S.M.S.) system for informing and awaring of the parents regarding their ward's progress/performance should be adopted. Professor Sudipti Banerjea stated that the parents of the students having poor attendance should be informed through S.M.S.

**Agendum 8: To review current research activities and linkages by the faculty members**

A Report about Current Research Activities and Linkages by individual Faculty Members with other Institutions was placed before the Meeting. The principal reported that ISBN registration for publication of books was completed and there is a process going on for ISSN registration. The Principal also informed the house that a grant of Rs.30,000/- would be offered by the College to any Faculty Member for visiting outside India for presenting research papers (once in a life time). Also, for presenting research papers outside West Bengal, each Faculty Member would be given an amount of Rs.20,000/- by the College (once in a life time). The Principal also informed the House that the College would offer an amount of Rs.25,000 to willing Teacher(s)/ Student(s) under the supervision of Teacher(s) for College-Sponsored Research Projects. The Principal also informed the House that the Research Paper of Dr. Samyabrata Das and Prof. Gobindalal Mandal was adjudged the 'Best Paper' in the International Conference held at Vidyasagar University, Midnapore on 07.02.2019 and 08.02.2019. This was appreciated by the House. The Principal also assured the House that the College would encourage and help the Teachers to participate in Faculty Development Programme (F.D.P.) of U.G.C./ University.

**Agendum 9: To introduce short-time job-oriented courses**

The Principal reported that Department of Journalism and Mass Communication signed a MoU with an external agency for short-time job-oriented courses of the U.G.C like photography, video editing etc. for the students of the College and the external agency would issue certificates for such courses. Regarding this, Prof. Sudipti Banerjea asked whether the course was approved by the University of Calcutta. The Principal also informed the House that the College is going to start courses on French Language learning and spoken English in collaboration with the Ramakrishna Mission Institute of Culture, Golpark and the courses would be self-financed. He also stated that the Rooms would be provided by the College for this purpose and Resource persons would be provided by the Ramakrishna Mission Institute of Culture, Golpark.



**Agendum 10: To consider providing rooms for Nature Club, Alumni, Mathematics Club etc.**

The Principal reported that the College would provide rooms for Nature Club, Alumni and Mathematics Club for smooth functioning of activities. Prof. Sudipti Banerjee suggested that conducting meeting regularly should be ensured for Nature Club, Alumni and Mathematics Club. The Department of Chemistry was asked to hold a Meeting with the Alumni by September 2019. It was also suggested that the Departments should take the help from their Alumni in organising Seminars and taking classes.

**Agendum 11: To review the progress of preparation of AQAR for the year 2017-18**

It was decided that the Conveners responsible for preparation of different criterion of AQAR for the year 2017-18 would be requested to submit their portions by 15<sup>th</sup> July 2019. Prof. Sudipti Banerjee was requested to verify the AQAR finally and he was kind enough to give his consent for the same.

**Agendum 12: Miscellaneous with permission from the Chair**

- (a) B.A. and B.Sc. results were reported.
- (b) It was decided that Prof. Atanu Ghosh would be the Convener of the Committee of 'Job Fair'. Prof. Bulu Mukhopadhyay and Prof. Amartya Saha were inducted into the Committee for 'Job Fair'. Prof. B.K.Bera was to act as 'Advisor' to the said Committee.
- (c) Principal reported that he was selected as 'Peer Reviewer' for the following Journals in 2019:

**(i) Writing from Below**

La Trobe University, Victoria, 3086, Australia

[www.writingfrombelow.org.au](http://www.writingfrombelow.org.au)


**(ii) Comparative Literature and Culture**

Purdue University & Purdue University Press, USA

<http://docs.lib.purdue.edu/clcweb>

The House expressed happiness over the matter.

The meeting ended with thanks to and from the Chair.

Confirmed  
  
 26/9/2019  
 Principal  
 New Alipore College  
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 Kolkata - 700 053