

INTERNAL QUALITY ASSURANCE CELL (IQAC)

EGRA SARADA-SHASHI BHUSAN COLLEGE

(Reaccredited by NAAC with – 'B' Grade with a CGPA of 2.32)

P.O.–Egra ❖ Dist. – Purba Medinipur (West Bengal) ❖ Pin – 721429.

Chairperson : *Dr. Dipak Kumar Tamili* (Principal)

Co-ordinator : *Dr. Aloy Chand Biswas* (Deptt. of English)

Web site - www.egrassbcollege.net : E-mail – iqacegrassbcollege@gmail.com

Ref. No. 07-18

Date : 21.12.2018.

An extract of the
Proceedings of the meeting of IQAC of Egra S. S. B. College held at 2.15 p.m. on 21.12.2018 in the room of IQAC of the College.

Members Present :

- | | |
|--|------------------------------------|
| 1. Dr. Dipak Kumar Tamili. | 7. Mr. Debidas Tripathy. |
| 2. Prof. Sravasti Roy. | 8. Dr. Chayan Ranjit. |
| 3. Mrs. Naminita Hazra(Special Invitee). | 9. Dr. Janesh Ranjan Bhattacharya. |
| 4. Dr. Aloy Chand Biswas. | 10. Prof. Debashish Saha. |
| 5. Prof. Rudra Prasad Roy. | |
| 6. Dr. Sutanu Mahapatra. | |

Dr. Dipak Kuamr Tamili, Chairperson of IQAC took the chair in the meeting.

.....
Agenda : 01 : To read and confirm the proceedings of the last meeting.

Resolution : The proceedings of the last meeting held on 20.09.2018 are read and confirmed. But the co-ordinator of IQAC raises the point that a good number of recommendations already submitted to be college authority are yet to be implemented.

Agenda : 02 : To review the recommendations of IQAC which are not yet implemented by the authority.

Resolution : Be it resolved in the meeting after a discussion on the matter that another list of recommendation of IQAC which are yet to be implemented be submitted to the principal of the college. The principal is requested to implement the recommendations at the earliest. The list will consist of the following recommendations –

- To consider the matter of setting up white board / green board based facilities in class rooms.
- To consider formation of research committee in the college.
- To consider creation of budgetary provision of research.
- Library-membership for all Hons. students of the college is to be made compulsory.
- ICT-based classroom facilities should be extended to the department of the college.
- To set up a system of electric bell in all the academic sections of the campus.
- To take steps to collect and evaluate parents' feedback.
- To take steps for career-counselling in different departments of the college.
- To take steps to strengthen anti-ragging committee.
- To take steps for introduction of coaching for PG-entrance examination under Vidyasagar University.
- To take steps to set up English Language Lab.
- To consider the matter regarding formation of college alumni.
- To take steps for holding workshop for betel-cultivation of the locality.
- To take steps for starting professional courses live fishery, management, MSW etc. in the college.

Agenda : 03 : To discuss about the professional AQAR.

Resolution : The matter related to preparation of AQAR from 2014-2018 is discussed minutely in the meeting. The co-ordinator of IQAC, Dr. Aloy Chand Biswas who has been appointed in the post on and from January, 2017, is requested to provide the requisite formats to all the Heads of the Deptts. as well as to different stakeholders of the college and thereby to collect the date at the earliest. The Principal will issue a letter to all the Heads and the stakeholders to supply their date within 10th January, 2019 to IQAC for preparation of AQAR from 2014 AD to 2018 AD.

Agenda : Misc. (i) : To organize seminars and workshops within the current financial year 2018-19.

Resolution : Be it resolved that all the Depts. of the College will be requested to hold seminars / workshops on need-based topics within the running financial year.

(ii) To discuss about educational excursions and to publish magazines / journals form the Depts. Of the college.

Resolution : Be it resolved that educational excursions of various Depts. Of the college are to be undertaken at the earliest within the running financial year.

All the heads of the Depts. Are to be requested to take initiatives to publish print magazines and wall magazines for their respective departments.

(iii) To discuss about holding meetings with different sections of the college.

Resolution : Be it resolved that IQAC will hold meetings with the teaching and the non-teaching staff, the students' union, NSS Programme Officers Library Staff of the college to sensitive about as well as to expedite the process of collection data and preparation of AQAR of the College.

Be it also resolved that in those meetings the numbers of IQAC – Principal of the College, IQAC Co-ordinator, Prof. J. R. Bhattacharya, Prof. R. P. Roy, Prof. S. Roy and Prof. D. Saha would remain present.

(iv) To discuss about inclusion and exclusion of numbers in and from the existing body of IQAC.

Resolution : Be it resolved that some new members are to be included into and names of some existing members are to be excluded from the existing body of IQAC as per new guide lines of UGC, NAAC. The Principal of the College be requested to take necessary actions in this regard at the earliest.

.....

Having no other agenda, the meeting comes to an end with vote of thanks to the chair.

**Chairperson,
IQAC, Egra S. S. B. College,
21.12.2018.**