

Phone : 03220-244073 (Chairperson's Office)

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)

Website - www.egrassbcollege.ac.in : E-mail – iqacegrassbcollege@gmail.com

Ref. No. 06-18

Date : 20.09.2018.

An extract of the

Proceedings of the meeting of IQAC of Egra S. S. B. College held at **12.00 p.m.** on **20.09.2018** in the room of IQAC of the College.

Members Present :

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

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 04.04.2018 are read and confirmed.

Agenda : 02 : To review the status of execution of the recommendations made to the college authority so far by IQAC.

Resolution : As reported by the Principal, the executive head of the college authority, the status of the recommendations made so far to the college authority is as follows –

In reference to meeting of IQAC bearing no. 01/17, dated 23.03.2017

- i. Steps are taken to set up White Board / Green Board in a few class rooms, but they are not done in most of the classes.
- ii. No research committee is formed so far in the college.
- iii. Budgetary provision for research in the college annual budget is not yet made.
- iv. The Governing Body of the college has formed a Cultural Sub-Committee under Prof. Indrani Majhi (Shit) as convenor of the said committee.
- v. The Principal reports that all necessary papers regarding creation of teaching and nonteaching posts of the college have been sent to the competent authority of the State for necessary action.
- vi. Steps are taken to hold a book-fair in the college campus in collaboration with the local book-fair committee but no positive-response has been got from the said committee so far.

In reference to meeting of IQAC bearing no. 02/17, dated 11.05.2017

- i. The Governing Body of the college has resolved to take strict actions regarding students' attendance in classes.
- ii. Most of the departments of the college have collected feedback from the students during 2017-2018.
- iii. Due steps are taken to facilitate the process of CAS promotion of a good number of teaching faculties of the college.
- iv. Though the decision regarding compulsory library membership for all Hons. students of the college is taken by the Governing body of the College, it has not been implemented so far.
- v. ICT-based classroom facilities are not get extended to most of the Depts. of the College.

In reference to meeting of IQAC bearing no. 03/17, dated 07.09.2017

- i. Only a single electric-bell has been set up so far in the administrative block of the College so far.
- ii. Parents' feedback has not been collected by all the Depts. of the College during the session 2017-2018.
- iii. No steps are so far taken for career-counselling in the college, except the Deptt. of commerce which has arranged one or two such programme during the academic year.
- iv. Two MOUs are signed so far by the college as it is reported by the Principal. One with Shakespeare Society of Eastern India for 'Theatre Studies' and another with 'Microtek' for the course 'Software Development'.
- v. Monetary assistance has been extended to different Deptts. of the College for holding seminars/special lectures.
- vi. Steps are taken to include tutorial classes in the normal class routine of the college.

In reference to meeting of IQAC bearing no. 04/18, dated 10.02.2018

- i. It has been decided that from the next financial year a separate provision in the annual budget will be done to promote artistic talents of the college.
- ii. No steps are so far taken to form and strengthen the anti-ragging committee of the college.
- iii. Introduction of coaching for PG-entrance examination under Vidyasagar University is not introduced.
- iv. No steps are taken so far to set up English Language Lab.
- v. No steps are taken so far to form the college alumni.

In reference to meeting of IQAC bearing no. 05/18, dated 04.04.2018

- i. No steps are taken so far for holding the workshop for betel-cultivators of the locality.
- ii. It has been decided that there will be budgetary provision for campus facilities in the college annual budget.
- iii. The Principal reports that it has been decided in the G.B. meeting to set up ICT-facilities in the meeting hall of the newly built up administrative building.
- iv. Two vocational courses like 'Software Development' and 'Theatre Studies' are introduced in the college from 2018-2019. Steps to start professional courses like fishery, management, MSW etc. are not yet taken.

.....

.....

.....

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

**Chairperson,
IQAC, Egra S. S. B. College,
20.09.2018.**

Phone : 03220-244073 (Chairperson's Office)

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 –

- i. To consider the matter of setting up white board / green board based facilities in class rooms.
- ii. To consider formation of research committee in the college.
- iii. To consider creation of budgetary provision of research.
- iv. Library-membership for all Hons. students of the college is to be made compulsory.
- v. ICT-based classroom facilities should be extended to the department of the college.
- vi. To set up a system of electric bell in all the academic sections of the campus.
- vii. To take steps to collect and evaluate parents' feedback.
- viii. To take steps for career-counselling in different departments of the college.
- ix. To take steps to strengthen anti-ragging committee.
- x. To take steps for introduction of coaching for PG-entrance examination under Vidyasagar University.
- xi. To take steps to set up English Language Lab.
- xii. To consider the matter regarding formation of college alumni.
- xiii. To take steps for holding workshop for betel-cultivation of the locality.
- xiv. 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.**

Phone : 03220-244073 (Chairperson's Office)

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. 08-19

Date : 15.03.2019.

An extract of the
Proceedings of the meeting of IQAC of Egra S. S. B. College held at **2.15 p.m.** on **15.03.2019** in the room of IQAC of the College.

Members Present :

- | | |
|----------------------------|------------------------------------|
| 1. Dr. Dipak Kumar Tamili. | 8. Mr. Nirmalendu Pradhan. |
| 2. Dr. Sudipta Ghoari. | 9. Dr. Janesh Ranjan Bhattacharya. |
| 3. Prof. Sravasti Roy. | 10. Dr. Chayan Ranjit. |
| 4. Prof. Debashish Saha. | 11. Dr. Kakali Singha. |
| 5. Dr. Aloy Chand Biswas. | 12. Dr. Nirmal Kuamr Hazra. |
| 6. Prof. Rudra Prasad Roy. | 13. Mr. Sukumar Khatua. |
| 7. 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 of IQAC dated 21.12.2018 are read and confirmed. But it is noted in the proceedings that a few recommendations of IQAC like introducing PG-entrance coaching, setting up of language lab, holding workshop for betel-cultivators, etc. are yet to be implemented.

Agenda : 02 : To discuss about organizing seminars / workshops by the Deptts. of the college with motivation and co-operation of IQAC.

Resolution : A good number of Deptt.s of the college like Deptt. of English, Deptt. of Geography, Deptt. of Pol. Sc. Deptt. of Philosophy, Deptt. of Commerce, Deptt. of Physics and Deptt. of Mathematics have already organized their seminars / workshops being encouraged motivated by IQAC. A large number of students and staff of the college have been directly or indirectly benefitted by the outcomes such seminars / workshops.

Be it resolved that other Deptt.s of the College will also be motivated to hold seminars / workshops with the running academic session.

Agenda : 03 : To discuss about excessive delay in clearance of CAS-promotion for three teachers of the college by Bikash Bhawan.

Resolution : It is reported in the meeting that though all the papers related to CAS-promotion of Dr. Aloy Chand Biswas (from stage-III to IV), Dr. Dipak Bisai (from stage – II to stage – III) and Dr. Sudipta Ghorai (from stage – II to stage – III) have been submitted to Bikash Bhawan (DPI Section, CS-Branch), W.B. on 27.11.2019, the promotions of those three teachers have not yet been cleared till today. The members present in the meeting feel worried at such an excessive delay in this regard.

Be it resolved that the college authority is requested to do the needful in this regard.

Misc. : To discuss about community-development activities undertaken by Eco-Club in collaboration with IQAC.

Resolution : It is reported in the meeting that Eco-Club of our college has undertaken a few good steps to promote awareness as well as grow consciousness about some serious issues-like saving drinking water, reducing cancer-risks, environment pollution etc. in the localities as community development programmes. Direct beneficiaries of such programmes are the students of the local schools and the teaching and non-teaching staff of those schools. But the secondary beneficiaries of such programmes are the people of the localities in general.

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

**Chairperson,
IQAC, Egra S. S. B. College,
15.03.2019.**

Phone : 03220-244073 (Chairperson's Office)

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. 09-19

Date : 21.06.2019.

An extract of the
Proceedings of the meeting of IQAC of Egra S. S. B. College held at **2.00 p.m.** on **21.06.2019** in the room of IQAC of the College.

Members Present :

- | | |
|----------------------------|----------------------------|
| 1. Dr. Dipak Kumar Tamili. | 8. Mr. Nirmalendu Pradhan. |
| 2. Dr. Sudipta Ghoari. | 9. Dr. Nirmal Kumar Hazra. |
| 3. Prof. Sravasti Roy. | 10. Dr. Chayan Ranjit. |
| 4. Prof. Debashish Saha. | 11. Mr. Sukumar Khatua. |
| 5. Dr. Aloy Chand Biswas. | 12. Dr. Kakali Singha. |
| 6. Prof. Rudra Prasad Roy. | |
| 7. 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 of IQAC dated 15.03.2019 are read and confirmed with a request to the principal of the college to take steps for implementing the recommendations of IQAC which are yet to be implemented.

Agenda : 02 : To report about the workshops organized by IQAC on CAS- promotion and NAAC- preparations on 01.06.2019.

Resolution : It is reported in the meeting that a workshop on “CAS-Promotion” and “Preparations to Face NAAC-Inspection” is held at the college on 01.06.2019 under direct supervision and management of IQAC of the college. Fund is provided by the college. The JDPI, Govt. of West Bengal, Dr. Tushar Kanti Ghara attends the workshop as resource person. Teaching and non-teaching staff of our college as well as more than twenty five faculties and principals representing nearly twenty colleges under Vidyasagar University, Kolkata University, Sidho Kanho Birsha University participated in the workshop. The workshop turns into a grand success with its interactive sessions supplying answers to all the queries of the participants regarding the two burning topics in present times for the higher educational institutions of West Bengal.

Be it resolved that the suggestions of the JDPI, Deptt. of Higher Education, Govt. of West Bengal which are stated in the workshop will be followed by our institution to prepare our college for NAAC-inspection for 3rd Cycle and for CAS-promotion of the teachers of the college.

Agenda : 03 : To recommended proposals to the college authority for quality enhancement in various academic sides of the college at the beginning of the new academic session 2019-2020.

Resolution : With the new academic session in the offing, be it resolved that for quality enhancement in the college, both in academic and infrastructural sides ,the following list of recommendations will be submitted to the college authority for due consideration and taking necessary actions in this regard.

List of recommendations :

- a) To take initiatives for creation of new teaching and non-teaching posts for the college.
- b) To take steps for CAS-promotion of some of the teaching staff whose promotions lying due by this time.
- c) To take steps for revamping of the body of IQAC due to non-availability of some of the existing members on various occasions.
- d) To take steps for providing at least two separate class rooms and one office room for each of the departments of Humanities in the college.
- e) To take steps for adequate tree-plantation in the college campus.
- f) To take steps for community development programmes.
- g) To take steps for setting up ground water recharge system in the campus.
- h) To take steps to install rain-gauge in the college campus.
- i) To take steps for smooth outlet of excess rain-water from the campus during monsoon.
- j) To take steps for setting up solar energy system in the campus as eco-friendly and less costly electric consumption system.

Agenda : 04 : To discuss about revamping different sub-committees related to NAAC-activities to expedite the process of preparations to face NAAC-inspection.

Resolution : To expedite the process of preparations to face NAAC-inspection, seven sub-committees are formed in the meeting of the Principal of the college with the teaching staff dated 06.06.2019. The teaching and the non-teaching staff of the college are the members of such sub-committees. The members of the following sub-committees are requested to work actively and enthusiastically to complete the process of preparations of AQAR and SSR of the college.

1) Sub-Committee – Criterion – I, Curricular Aspects

- a. Dr. J. R. Bhattacharya – Convener
- b. Dr. Shilpishree Giri – Member
- c. Mrs. Naminita Hazra (Librarian) – Member
- d. Prof. Tarapada Mishra – Member
- e. Prof. Bikash Mondal – Member
- f. Prof. Sourav Bose – Member
- g. Prof. Anita Paria – Member
- h. Prof. Gopal Ghosh – Member
- i. Prof. Mamata Maity – Member
- j. Mr. Debidas Tripathy (H.C.) – Member
- k. Mr. Ashok Panda – Member
- l. Mr. Salil Tripathy - Member

2) Sub-Committee – Criterion – II, Teaching-Learning and Evaluation

- a. Dr. Dipak Bisai – Convener
- b. Prof. Debojyoti Pradhan – Member
- c. Prof. Maniklal Pati – Member
- d. Prof. Debiprasad Jana – Member
- e. Prof. Panchanan Panda – Member
- f. Prof. Biswajit Pradhan – Member
- g. Prof. Lipika Mondal – Member
- h. Prof. Arun Kumar Das – Member
- i. Prof. Chandan Das Adhikary – Member
- j. Mrs. Subhra Singha Das
- k. Mr. Basanta Jana – Member
- l. Mr. Sankar Das – Member

3) Sub-Committee – Criterion – III, Research, Innovations and Extension

- a. Dr. Sudipta Ghorai – Convener
- b. Prof. Mamtaj Khatun – Member
- c. Dr. Pradip Mondal – Member
- d. Prof. Gourgopal Kar – Member
- e. Dr. Kritiranjana Sahoo – Member
- f. Prof. Swapan Kumar Maity – Member
- g. Prof. Rajkumar Samanta – Member
- h. Prof. Manik Mondal – Member
- i. Mr. Gopal Nayak – Member
- j. Mr. Sanjay Jana – Member
- k. Mr. Falguni Kotal – Member
- l. Mr. Tapan Shit - Member

4) Sub-Committee – Criterion – IV, Infrastructure and Learning Resources

- a. Dr. Rudra Prasad Roy – Convener
- b. Prof. Bimal Narayan Nanda – Member
- c. Dr. Chayan Ranjit – Member
- d. Prof. Soutik Das Mahapatra – Member
- e. Prof. Swapan Kumar Mishra – Member
- f. Prof. Srikrishna Paul – Member
- g. Prof. Prasenjit Maity – Member
- h. Prof. Ajit Sahoo – Member
- i. Mr. Goutam Kumar Nanda – Member
- j. Mr. Surja Kanta Mahapatra – Member
- k. Mr. Amitabha Senapati - Member
- l. Mr. Shibu Asti – Member

5) Sub-Committee – Criterion – V, Students Support and Progression

- a. Dr. Sravasti Roy – Convener
- b. Dr. Nirmal Kuamr Hazra – Member
- c. Dr. Bablu Samanta – Member
- d. Prof. Prasenjit Murmu – Member
- e. Prof. Kousik Jana – Member
- f. Prof. Pritilata Maity – Member
- g. Prof. Malay Barik – Member
- h. Prof. Sougata Sahoo – Member
- i. Mr. Tapaslal Das - Member
- j. Mr. Tarak Chandra Patra – Member
- k. Mr. Gopal Ojha – Member
- l. Mrs. Mousumi Manna – Member
- m. Mr. Meghnad Pandit – Member

6) Sub-Committee – Criterion – VI, Governance, Leadership and Management

- a. Prof. Debashish Saha – Convener
- b. Prof. Sunil Yadav – Member
- c. Prof. Pathik Pradhan – Member
- d. Prof. Tanmoy Singh – Member

- e. Prof. Jaydev Jana – Member
- f. Prof. Debasish Maity – Member
- g. Prof. Goutam Acharya – Member
- h. Prof. Sisir Maity – Member
- i. Prof. Sanchita Nayak – Member
- j. Mr. Asoke Sahoo – Member
- k. Mr. Uday Sankar Paul – Member
- l. Mr. Satya Chakraborty - Member

7) Sub-Committee – Criterion – VII, Institutional Values and Best Practices

- a. Dr. Kakali Shigha - Convener
- b. Prof. Santanu Dalai – Member
- c. Prof. Moumita Das - – Member
- d. Prof. Sambhu Rana – Member
- e. Prof. Soumen Manik – Member
- f. Prof. Antara Bhattacharya – Member
- g. Prof. Sumitra Sau – Member
- h. Prof. Monimala Giri – Member
- i. Mr. Tufan Tripathy – Member
- j. Mr. Biswarup Jana – Member
- k. Mr. Subrata Das – Member
- l. Mr. Monoranjana Bera – Member

Agenda : Misc. : To discuss about Principal's views regarding the preparations of NAAC-Inspection for 3rd cycle.

Resolution : The Principal states in the meeting that our college is lagging far behind to take all initiatives to face NAAC-Inspection for 3rd cycle. Therefore he requests all the teaching and the non-teaching staff of the college to come forward actively to take all initiatives to prepare the college for facing 3rd cycle of NAAC-Inspection in 2020.

Be it resolved that all steps be taken in this regard.

.....

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

**Chairperson,
IQAC, Egra S. S. B. College,
21.06.2019.**