

# 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. DipakKumarTamili(Principal)

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

Web site - [www.egrassbcollege.net](http://www.egrassbcollege.net) : E-mail – [iqacegrassbcollege@gmail.com](mailto:iqacegrassbcollege@gmail.com)

Ref. No. 21-22

Date :20.09.2022.

An extract of the

Proceedings of the meeting of IQAC of Egra S. S. B. College held at 1.15 p.m. on 20.09.2022 in the room of IQAC of the College.

### : Members Present :

- |   |   |
|---|---|
| 1. Dr. Dipak Kumar Tamili (Chairperson) | 7. Dr. Aloy Chand Biswas (Co-ordinator) |
| 2. Mr. Nirmalendu Pradhan               | 8. Dr. Dipak Bisai                      |
| 3. Prof. Mamtaj Khatun                  | 9. Mr. Debidas Tripathy                 |
| 4. Dr. Santanu Dalai                    | 10. Dr. Janesh Ranjan Bhattacharya      |
| 5. Dr. Sravasti Roy                     | 11. Prof. Bimal Narayan Nanda           |
| 6. Mr. Goutam Kuamr Nanda               |   |

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

Agenda : 01 :To read and confirm the proceedings of the last meeting held on 23.06.2022.

Resolution : The proceedings of the last meeting held on 23.06.2022 are read and confirmed.

The College authority is requested to take appropriate actions regarding implementation of the proposals of IQAC which are yet to be executed.

Agenda : 02 : To discuss about the reports of IQAC Co-ordinator regarding submission of AQAR, 2020-2021 and allied matters.

Resolution : The IQAC Co-ordinator reports in the meeting that AQAR for 2020-2021 has been duly submitted to NAAC on 31.08.2022 and it has been subsequently approved by the same.

He also reports in the meeting that Co-operation from different stakeholders is not satisfactory in this regard.

Be it resolved that the Principal be requested to convene a general meeting for all the teaching and the non-teaching staff of the college to discuss the matter at the earliest.

Agenda : 03 : To discuss about the major actions taken in reference to the recommendations of IQAC during 2021-2022.

Resolution : Be it approved that the following major actions have been taken to implement the decisions taken by IQAC during 2021-2022.

- i. **Decision** : To prepare and upload POs/COs/PSOs in respect of revision / change of syllabi of both UG and PG courses of study under Vidyasagar University.  
**Action Taken** : All the departments of the college have duly prepared their respective POs/COs/PSOs and those are uploaded in the college website under the direct supervision of IQAC.
- ii. **Decision** : To submit AQAR for 2019-2020 within due date stipulated by NAAC.  
**Action Taken** : IQAC has successfully submitted the same within 31.08.2021 as stipulated by NAAC and it has been duly approved by the same.
- iii. **Decision** : To allot at least are class room with ICT facilities for each of the Dept.s of Humanities.  
**Action Taken** : ICT tools and equipments are purchased. Electricity works are yet to be completed. Prof. Bimal Narayan Nanda is requested to look into the matter for speedy execution of the decision.
- iv. **Decision** : To encourage the Dept.s to hold seminars/workshops.  
**Action Taken** : The Dept. of Botany has organized a two days Workshops on 'Bacterial Fertilizer and Vermin Compost' on 18/04/2022 and 19/01/2022. It has also organized a national seminar on 'Modern Approaches on Plant Taxonomy in Present Scenario of Research Field' on



IQAC also organized a seminar in Collaboration with the Dept. of Sanskrit on "Value Added Education as Revealed in the Veda" on 12.04.2022 in which 115 students and 19 research scholars participated.

- v. **Decision :** To organize training programme for staff / teachers / students of the college.

**Action Taken :** The College library in collaboration with IQAC organized "Orientation Programme for Library Usage and Services" on 19/04/2022 and 20.04.2022. 106 students and 15 staff of the college remained present on the first day and on 20.04.2022, 67 students and 8 staff remained present in the programme as participants.

Dept. of B. Voc. and that of Computer Science in collaboration with IQAC organized another staff orientation programme on "College Automation" on 31.03.2022 in which 92 staff of the college remained present as participants.

- vi. **Decision :** To organize extensive / outreach programmes under the aegis of IQAC.

**Action Taken :** The Eco-Club of the College in Collaboration with IQAC has organized an awareness programme on "Cyclone Awareness and Bio-Diversity Conservation" in Rampur Primary School, Rampur located on the Digha Coastal belt on 22.04.2022. In this awareness programme 60 students, 5 teaching and non-teaching staff and 10 guardians participated.

- vii. **Decision :** To consider the matter related to re-constitution of the sub-committees like cultural sub-committee, Sexual Harassment Cell, Anti-ragging Cell and Grievance Redressal Cell.

**Action Taken :** All the mentioned sub-committees are reconstituted by the newly formed Governing Body of the College.

**Agenda : 04 :** To chalk out the plan of actions for 2022-2023.

**Resolution :** Be it resolved that the following Plan of Actions be approved unanimously for the academic year 2022-2023 :-

- i. To complete the work of furnishing at least one room with ICT facilities for each of the Dept.s of Humanities.
- ii. To purchase books for the college library.
- iii. To undertake rainwater harvesting project in the college campus.
- iv. To take initiatives for Green audit.
- v. To introduce more certificate courses in the college.
- vi. To accelerate the process of CAS-promotion remaining due for both teaching and non-teaching staff of the College.
- vii. To take steps for submission of AQAR for 2021-2022 and SSR of the College to NAAC at the earliest.
- viii. To introduce the practice of awarding the best students of the college by IQAC for each academic year.
- ix. To organize more extensive / outreach programmes by both IQAC and the College.
- x. To organize different training programmes for students/ staff of the College.
- xi. To undertake more community development programmes by the college.

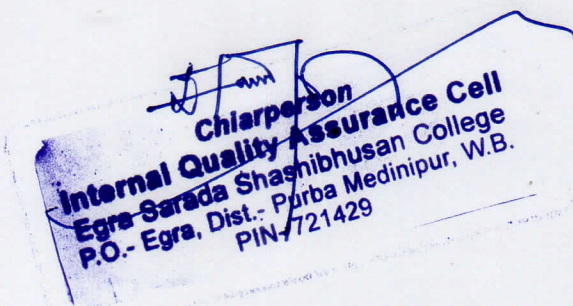
**Agenda 5 :** To consider the letter of Prof. Debashis Saha seeking release from the post of convenor of NAAC sub-committee, Criterion – VI.

**Resolution :** Be it resolved that the appeal of Prof. D. Saha to get release from the post of convenor of NAAC Sub-Committee, Criterion – VI be disapproved in the meeting.

He is requested to continue his job as convener of the said sub-committee.

**Agenda 6 :** Misc. (i) The co-ordinator of IQAC proposes to the college Principal to convene a joint meeting of the teaching and the non-teaching staff to encourage and direct them for better co-ordination in preparing AQARs and SSR of the College.

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



S/D - Dr. Dipak Kr. Tamili,  
Chairperson,  
IQAC, Egra S. S. B. College.