

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)**

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Ref. No. 26-24

Date : 24.01.2024.

An extract of the

Proceedings of the meeting of IQAC of Egra S. S. B. College held at 2.15 p.m. on 24.01.2024 in the room of IQAC of the College.

: Members Present :

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

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

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Agenda : 01 : To read and confirm the proceedings of the last meeting held on 05/10/2023.

Resolution : The proceedings of the last meeting held on 05/10/2023 are read and confirmed.

Agenda : 02 : To discuss about the actions taken after the last meeting dated 05/10/2023.

Resolution : It is reported in the meeting that acting on a war footing, IIQA has been submitted to NAAC on 29.12.2023 and it has been approved on 17/01/2024 with an instruction to submit the SSR of the College within 45 days from the date of approval of IIQA.

The following actions are reported to have been undertaken by the College authority against the proposals of IQAC submitted earlier to the College authority.

- A meeting of the convenors of NAAC subcommittees, IQAC co-ordinator and principal is held on 19/01/2024 in the Conference Hall of the College.
- The SSR Committee of the College is functioning well with active support and co-operation of a good number of members of it.
- Steps have been taken by the College authority for proper e-waste management of the College. The College has signed two MOUs in this regard- one with Hulladek Recycling (Kolkata Based Waste Management Service) and another with Local Municipality for day-to-day waste management of the College.
- The matter of introducing certificate course with University approval is referred to the Governing Body of the College for taking necessary decisions in this regard.
- Steps have been taken for ISO Certifications on two fields of the College – a) Quality Management System and b) Environment Management System. The College has bagged two ISO Certificates – ISO 9001 : 2015 and ISO 14001 : 2015 on 01/12/2023 for its excellent performances on relevant fields.
- The matter has been referred to the Governing Body of the College for taking necessary steps.

Agenda : 03 : To discuss about IQAC proposals to the College authority keeping in view the possible visit of NAAC Peer Team to the College.

Resolution : After a thorough discussion, be it resolved that the following list of proposals be submitted to the College authority for taking necessary actions at the earliest.

- i. Steps to be taken for campus beautification.
- ii. The inside road from College gate to the Science Building is to be repaired.
- iii. More Solar Lamps are to be set up in the campus.
- iv. The College Canteens are to be renovated.
- v. The College Cycle Stand is to be renovated.
- vi. The Waste-management system is to be reviewed.
- vii. Regular visit of the authority to the departments is required.
- viii. To make the College ELC (Electoral Literacy Club) more active.

Agenda : 04 : To report about submission of IIQA to NAAC and preparation of SSR of the College.

Resolution :

It is reported in the meeting by Co-ordinator, IQAC of the College that all preparations have been properly taken to submit IIQA of the College to NAAC at the earliest. It is also reported that the teams for this purpose are struggling hard to prepare the SSR after successful submission of IIQA, for early submission of it to NAAC.

It is also reported in the meeting that more man power is needed for the purpose.

Agenda 5 : To report about the NAAC workshop organized by Dept. of Higher Education, Govt. of West Bengal on 18/12/2023 at Bajkul Milani Mahavidyalaya.

Resolution :


A State Govt. sponsored workshop for the colleges of Purba Medinipur district is held on 18/12/2023 at Bajkul Milani Mahavidyalaya in which Dr. Rupa Dasgupta, Principal, Debra Thana Sahid Kshudiram Smiriti Mahavidyalaya, Dr. Amit De, Principal, Contai P.K. College and Dr. Joyjeet Sarangee, Principal New Alipur College and Dr. Narugopal Mukherjee, Bankura Christian College were state-level and district-level mentors. Dr. Aloy Chand Biswas, Co-ordinator, IQAC and Dr. Dipak Bisai, Member of IQAC of the College attended the Workshop.

It is reported in the meeting that suggestions as stated bellow are given for the Colleges of Purba Medinipur in the workshop :

- i. To complete NAAC visit to and inspection of the College within March, 2024.
- ii. The mentors are always ready to talk with College management, if necessary in this regard.
- iii. All stakeholders of the Colleges are to work for NAAC inspection with priority.

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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, ~~Chhatisgarh~~ S.B. College.
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