

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. 28/24

Date : 29.06.2024.

An extract of the proceedings of the meeting of IQAC of Egra S. S. B. College held at 1.15 p.m. on 29.06.2024 the room of IQAC of the College.

: Members Present :

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| 1. Dr. Dipak Kumar Tamili (Chairman). | 6. Prof. Bimal Narayan Nanda |
| 2. Mr. Nirmalendu Pradhan. | 7. Dr. Aloy Chand Biswas (Co-ordinator). |
| 3. Dr. Sudipta Kr. Ghorai. | 8. Mr. Debidas Tripathy |
| 4. Dr. Santanu Dalai. | |
| 5. Mr. Goutam Kumar Nanda. | |

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 10.05.2024.

Resolution : The proceedings of the last meeting held on 10.05.2024 are read and confirmed.

Agenda : 02 : To discuss about the actions taken after the last meeting dated 10.05.2024.

Resolution : The Co-ordinator of IQAC and the Chairman of the same report in the meeting that the following list of actions has been undertaken keeping in view the NAAC Peer Team visit to our college :

- The whole campus has been decorated adequately for the probable NAAC Peer Team visit to our college.
- As NAAC has fixed up the dates 26.06.2024 and 27.06.2024 for NAAC Peer Team visit to our college, IQAC, the College authority, the Departments, the College Library and all other stake holders leave no stone unturned to satisfy the queries of the Peer team during its visit to the College.
- The College authority has held meetings repeatedly in presence of IQAC Co-ordinator, with all sections of the College, viz. the departments singly as well as collectively, the College Office Staff, the Students' Union the teaching and the non-teaching staff etc. for the purpose of NAAC visit scheduled to take place on 26.06.2024 and 27.06.2024.
- All the HODs of the College are directed to take steps for proper documentation and PPT presentation of their departmental outputs during the assessment period.
- In an informal meeting of the members of the SSR Preparation Committee of the College, it is decided that the Depts. like Commerce, Bengali, Zoology, Botany, English and Geography would remain ready with PPT presentations for facing NAAC Peer Team, if the latter asks the College to select a few departments for PPT presentations before it.
- Steps have been taken to collect feedbacks from the students an curriculum, from the parents on the college, from the employees on the college, from the Alumni on the College for 2023-2024.
- It is reported in the meeting that SSS for 2023-2024 has not yet been undertaken.
- A.J.C. ECO Club and the N.S.S. Programme officers of the College are asked to organize more community development programmes for the College.

Agenda : 03 : To report about PTV to our college on 26.06.2024 and 27.06.2024.

Resolution : The Co-ordinator of IQAC reports in details about the NAAC Peer Team visit to the College on 26.06.2024 and 27.06.2024. It is also reported in the meeting that three honourable members of NAAC Peer Team - Prof. Ishwar Bhat, Central Sanskrit University, Jaipur Campus, Prof. Om Mahadaya, Director of Allied Science, Datta Megha Institution of Medical Science, Wardah, Maharashtra and Ramanathan Subramaniam, Principal, Chennai visited the College. They expressed overall satisfaction on their inspection and expected a good grade for the College in the Exit Meeting. The members of the



IQAC who were present during the IQAC presentation before NAAC Peer Team also express their satisfaction on NAAC Peer Team visit to the College.

The Co-ordinator also mentions the following points to be taken care of for the next cycle of inspection as pointed out by the NAAC Peer Team during the visit :

- i. More infrastructural development is needed for the College.
- ii. Emphasis should be given on proper documentation.
- iii. Steps should be taken for regular Alumni-renewal.
- iv. Number of registered students in the college library should be increased.
- v. Fall in number of students studying in Science stream is to be taken care of.
- vi. Special attention should be given to small-sized classrooms for some of the departments.
- vii. To open sports-facilities of the college to common purposes beyond the campus should be considered.

Agenda : 04 : To discuss about the proposals to be undertaken after PTV for the qualitative and the quantitative development of the college.

Resolution : Be it resolved that the following list of proposals framed on the basis of PTV on 26.06.2024 to 27.06.2024, be forwarded to the college authority for consideration and taking appropriate actions :

- i. To advise each department to introduce at least two Add-on / Value Added Courses per year.
- ii. To decrease intake capacity for all the departments as per students' demand ratio.
- iii. To decrease intake capacity for pass course subjects.
- iv. To take steps assuring presence of students in classes as well as in the College Library.
- v. Final release of funds from the College to the departments for all types of programmes undertaken must be done only after submission of necessary data and documents to IQAC and uploading the same on the College website.
- vi. To revamp the body of IQAC in view of the following :
 - a. Dr. B. A. Ghata, hon^{ble} member of the College G.B. may be included in the body as member from local society in place of Mr. Swapan Kr. Nayak.
 - b. Prof. Dipak Ranjan Mondal may be included as administrative officer excluding the name of Dr. Badal Ashru Ghata.
 - c. To nominate a new TR replacing Dr. J. R. Bhattacharya who has retired from services at the College and a new member for Employer section replacing Principal, Mugberia Gangadhar Mahavidyalaya.
 - d. To change the guardian representative, Mr. Sukumar Khatua in the body.

Agenda : 05 : To consider about revamping the Body of IQAC after the 3rd Cycle of NAAC Assessment.

Resolution : Be it resolved that the College authority is requested to exercise its full power to revamp the body of IQAC as it wants, keeping in mind the performances of the present members of the body. Already a few recommendations have been made by IQAC to the College authority in this regard under agenda - 04 of the meeting resolution.

Agenda : Misc. :

- i. It is suggested that N.S.S. Units should act in a more integrated way and to document their activities in a proper manner.
- ii. Data and documents of the College office should be recorded and documented as per NAAC and Financial Audit guidelines.
- iii. Steps should be taken for preparation of AQAR for 2023-2024.

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



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

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