



VIDYASAGAR COLLEGE

NAAC ACCREDITED

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Ref. No.

Date :

VIDYASAGAR COLLEGE, KOLKATA

IQAC Meeting

Proceedings of the IQAC meeting dated 03.04.2017

Members Present

Sl.	Name	Designation
1	Dr Gautam Kundu	Principal and Secretary, G.B., Chairman IQAC
2	Prof. Rama Prasad Bhattacharya	Joint ADPI, Higher Education Department, Govt. of W.B.
3	Dr Sanjoy Kumar Bhattacharyya	Associate Professor, Coordinator IQAC
4	Dr Sudipa Bandyopadhyay	Associate Professor, Member G.B., Bursar
5	Dr Purnima Chakraborti	Associate Professor
6	Dr Debashish Karmakar	Member G. B. (C.U. Nominee)
7	Sri Raja Biswas	Librarian, Selection Grade
8	Sri Manirul Mondal	General Secretary, Students Union

The meeting of the IQAC commenced on 03. 04. 2017 (Monday) at 3.30 pm in the IQAC room, 17 Bidhan Sarani Kolkata 700006. It was chaired by Dr Gautam Kundu, Chairman IQAC.

Minutes of the IQAC meeting held on 03.04.2017

AGENDA :

1. Confirmation of the minutes of the previous meeting held on 19.09.2016.
2. Submission of AQAR report during the month of July,2017.
3. Future Plan of IQAC.
4. Misc.

Agenda 1 : Confirmation of the minutes of the previous meeting dated 19.09.2016 were read out and confirmed.

Agenda 2 : Submission of the AQAR report during the month of July, 2017 was considered during the meeting. The report was to be formatted as per the seven point criteria. For this purpose it was decided that all the teachers were to be informed that they must submit all data regarding research and publication *along with documentary proof* by the 10th of May 2017. Submissions were to be made departmentally, through Heads of the Departments. Departmental Seminars, Exams, Student Activities and Achievements carried out by the different departments from July 2016 to June 2017 have to be submitted by the departmental heads. Activities planned during May and June 2017 are to be included. If required Heads of the Departments are to update reports on 1st July 2017.

Agenda 3: Future plans of IQAC:

- Suggestions have been made to decentralize the work of the IQAC and set up committees for this purpose. It is desirable to have meetings of Heads of Departments twice a month as the need for continuous review has been highlighted.
- Self appraisal reports are to be submitted every year by all the teachers to the IQAC .
- Continuous need to inspire teachers for research work has been discussed. All teachers are to be motivated for UGC Projects , National Seminars and Publications with IQAC members. Duty leave is to be given for Seminar Presentations. Duty leave for attending seminars is not to be desirable.
- Need to set up projectors, and smart classrooms was discussed. How far the existing projectors are being used has been enquired. The need to use virtual classrooms and projectors on a sharing basis has been focussed on. Per day use of computer technology to be recorded. Bikash Bhavan must be informed that a virtual classroom is under process in this college.
- If space can be found out in future a language lab with trained teachers may be planned.
- Computer lab for spoken tutorial is required.
- Academic audit should be done yearly. Students' progression from admission to pass out and placement stage is to be shown graphically.
- Add on courses which are job oriented are to be thought of. UGC website is to be consulted for this purpose. The Salt Lake campus is to be developed for this. They may be related to the main curriculum. Courses like soil testing, mobile repairing, computer repairing may be considered.
- Distance Education of Vidyasagar University courses for Bengali and Sanskrit have been planned.
- Tie -ups with other institutes for research to be considered.

Agenda 4 : Miscellaneous : Proper utilization of the RUSA fund is to be implemented when received from the Government . Allocation for overall infrastructural development to be done.

The meeting ended with vote of thanks to the chair.

Sanjoy K. Bhattacharyya
Coordinator, IQAC 11.4.17
(Dr. Sanjoy Kumar Bhattacharyya)
CO ORDINATOR, IQAC
Vidyasagar College
Kolkata - 700 006



Gautam Kundu
11.5.17
Principal & Chairman, IQAC
(Dr Gautam Kundu)
Principal
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