

Durgapur Women's College
Durgapur -713209

Internal Quality Assurance Cell

Minutes of IQAC Meeting held on 03.12.21 at 1.30 Pm

The principal is in the chair.

1. **The resolutions of the previous meeting are read and confirmed.**
2. As per notification the report of IQAC/ AQAR for the session 2018-19, 2019-20 and 2020-21. For this huge workload SACTs should be involved for timely submission of AQAR.
It was resolved that this issue will be discussed at length in the meeting of all teachers (FTT & SACT) to be held on 07.12.2021.
3. Dr. D. C. Sen, the coordinator of IQAC repeatedly mentioned that the IQAC coordinator and NAAC coordinator should be the same person. The members of present committee and the Principal opined that the existing system of two separate coordinators may be followed for the time being.
It was unanimously resolved that Dr. D. C. Sen will continue as IQAC coordinator. Other members of the cell from the college as per the resolution of G.B. are as follows:
 - i. Dr. S. Sen, Asso. Prof., Dept. of Physics.
 - ii. Dr. D. Gupta, Asso. Prof., Dept. of Economics.
 - iii. Prof. S. Karmakar, Assist. Prof., Dept. of Sanskrit.
 - iv. Prof. B. P. Das, Assist. Prof., Dept. of Pol. Sc.
 - v. Dr. A. K. Kole, Assist. Prof., Dept. of Physics.
 - vi. Prof. C. Das, Assist. Prof., Dept. of English.
 - vii. DR. A. Chakrabarty, Assist. Prof., Dept. of English.
 - viii. Prof. S. Basu Mallick Sarbadhikary, Assist. Prof., Dept. of Bengali.
 - ix. Dr. P. Shukla, the Bursar.
4. For assistance related to the college office, Sri Saheb Goswami and Sri Sujit Mandal would be assigned.
5. Departmental computers, printers should be made ready by 6th December so that all the departments could submit their data in the stipulated time.
It was resolved that Prof. Sudip Palit and Prof. Amit Sarkar would look after this matter.

6. As the internet facility is functioning properly, the members requested the Principal to do the needful. The Principal assured that a Fibre Optic Broadband connection would soon be installed in the college.
7. The Coordinator reported that NAAC prescribed AQAR format for 2018-19 & 2019-20 are the same as the previous one. However, that for A.Y. 2020-21 has been revised.
It was resolved that these old and new AQAR formats would be circulated to every department both in soft copy and hard copy by 07.12.2021.
8. The Coordinator requested the Principal to provide detailed admission data from the college office within a week for the session 2018-19, 2019-20 and 2020-21. The Admission data should have the information of number of students admitted, enrolled and drop out.
9. It was reported that the data regarding students' result are not properly available because of the current system of publishing result by Kazi Nazrul University. However, Sm. Sima Sil of the office could submit the data for the batch 2016-17. She assured that she could provide the data of other two sessions with support of teachers.
It was also resolved that the Departmental Heads should take the initiative to collect the result from passed out students.
10. Data related to Scholarships/Stipends with all breakups would be available from Sm. Sima Sil.
11. The Coordinator requested the Principal to arrange the list of various committees formed in the last meeting of T.C. which would help the cell to collect data for AQAR.
12. Principal confirmed that for CAS awaitee teachers, almost all formalities like approval of GB, formation of Screening Committee by the Higher Education Department and the University have already been completed. The college have received the names of subject experts and Govt. nominee. All the following teachers are requested to submit their respective documents to the IQAC at the earliest.
CAS awaitee member are:
 - i. Prof. B. P. Das (grade 2 to associate prof.)
 - ii. Dr. A. Mazi (grade 2 to associate prof.)
 - iii. Prof. S. Karmakar (grade 2 to grade 3 Assistant Prof.)
 - iv. Dr. A. K. Koley, (grade 1 to grade 2 Assistant Prof.)
 - v. Prof. C. Das (grade 1 to grade 2 Assistant Prof.)
 - vi. Dr. A. Chakraborty (grade 1 to grade 2 Assistant Prof.)
 - vii. Dr. K. Sarkar (grade 1 to grade 2 Assistant Prof.)
 - viii. Dr. D. Dhibar (grade 1 to grade 2 Assistant Prof.)


The Principal & the Chairperson, IQAC
Principal
Durgapur Women's College


The Coordinator, IQAC
Co-ordinator
IQAC
Durgapur Women's College
Durgapur-713209