

Durgapur Women's College

Internal Quality Assurance Cell

A meeting of IQAC of Durgapur Women's College is held on 15.12.2022 at 1.30 pm to discuss the following issues.

Agenda:

1. Confirmation of the resolution of the previous meeting.
2. Submission of AQAR for the Academic year 2021-22.
3. Preparation of AQAR for the Academic year 2022-23.
4. Preparation for the second cycle NAAC accreditation.
5. Follow up for overhauling of the college Website and Smart Class Room
6. Infrastructure development of the college.
7. Miscellaneous.

The TIC, Dr. Seema Sen chaired the meeting.

Proceedings of the resolutions of IQAC Meeting held on 15.12.22 at 1.30 pm.

1. Resolutions of the previous meeting were read and confirmed.
2. The Coordinator reported that AQAR of the college for the Academic Year 2021-22 has been successfully submitted on 07.12.2022.
3. Departmental data for AQAR of the Academic year 2022-23 would be prepared by the concerned departments in Google spreadsheet. HODs of all departments will be requested to submit the same to the IQAC. These may be revised till June, 2023.
4. The Coordinator reported that the NAAC accreditation of the college for the 2nd cycle has been extended till December, 2023 by the NAAC authority. Compilation of SSR would have to be completed by January, 2023. It was decided that

Criterion - I will be overseen by – Dr. Surajit Karmakar, Prof. Manimala Ghosh, Prof. Samrat Dasgupta.

Criterion - II will be overseen by Prof. Rajibul Islam, Prof. Sunanda Basu Mallick Sarbadhikary, Prof. Sudip Kumar Palit, Dr. Mukta Sing Sardar.

Criterion - III will be overseen by – Dr. Arup Kanti Kole, Dr. Lily Pal.

Criterion - IV will be overseen by- Prof. Bijoy Prasad Das, Dr. Surajit Karmakar, Prof. Surya Sarkar.

Criterion - V will be overseen by – Prof. Debalina Gupta, Prof.. Debaparna Banerjee.

Criterion - VI will be overseen by - Dr. Amitayu Chakraborty.

Criterion - VII will be overseen by – Dr. Chandrima Das, Prof. Riman Rakshit.

Prof. Mitali Ghosh Moulick will be assisted by Prof. Amit Sarkar and Prof. Kajal Mondal regarding compilation of NCC data.

5. The IIQA was decided to be submitted by 31st January, 2023.
6. The SSR will be uploaded by 15th February, 2023.
7. It was also decided that the college will not be able to submit data to NIRF for this academic year.
8. The college is going to take initiative to upgrade the website and if required, a new website developer would be appointed.
9. It was decided that the ICT Room in the first floor of the Humanities Building will be renovated and equipped with all necessary arrangements. It was proposed to set up a Smart Board in this room. It was also suggested in the meeting that Dr. L. N. Neogi will be requested to contact the vendors who had set up the smart room (221) to look into the state of the White Board.
10. The department of English has placed a proposal to open PG course in English. Proposals were also placed to open UG course in Education, Nutrition and Music.
11. The students' common room must be provided for the students with all the amenities.
12. A proposal was placed to install a sound system in the common places of the college.

13. There was a proposal to engage a gardener for landscaping.
14. A guard room needs to be installed at the gate of the college. IQAC requested the TIC to take necessary steps.
15. It was unanimously decided that college Annual Sports will be held on 23.12.22 (Friday). Sports Sub Committee will be requested to do the needful.
16. It was unanimously decided in the meeting that examinee without admit card and no guardian would be allowed under any circumstances on the college premises during University examinations and IGNOU examinations.
15. Grievance Redressal boxes need to be installed at various places in the college.
16. A contribution of Rs.25,000/- would be paid to Mr. Sunit Mondal, an office clerk, from the Staff Welfare Fund.
17. Teachers would be requested to contribute (both FTTs and SACTs) to the staff welfare fund every six month.

The meeting ended with thanks to the Chair.

Heemalini

T-I-C & Chairperson, IQAC

Teacher-in-Charge
Durgapur Women's College

Jitendra Ch. Sen

Coordinator, IQAC

Co-ordinator
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