

BERHAMPORE COLLEGE

NOTICE

The 1st meeting of IQAC, Berhampore College of the academic session 2016-2017 will be held on 22.07.2016 at 2.30 P.M. in the Chamber of Principal. All the members of IQAC are cordially requested to attend the meeting positively. Following agenda will be discussed:

- To read and confirm the minutes of the previous meeting held on 24.02.2016.
- Evaluation of the previous academic year: 2015-16.
- Projection of plans and /or programmes and actions of the current academic session 2016-17.
- Miscellaneous.

Dr. Samaresh Mandal

Chairman, IQAC

BERHAMPORE COLLEGE

Resolution passed in the IQAC meeting held on 22nd July, 2016

The extended meeting of IQAC was chaired by the Principal Dr. Samaresh Mandal.

At the beginning of the of the second meeting of the year 2016 the minutes of the previous meeting held on 24th February is read out and confirmed by the members present without any changes.

Then the status of implementation of resolutions of the last meeting held on 24th February 2016 discussed thoroughly.

After threadbare discussion with the teachers present in the meeting it is resolved that:

1. The process of face-to-face interactions with the students by all the departments is necessary for overall quality assurance be continued.
2. For new academic session of 2016-17 academic and non-academic activities have been distributed among the staffs.
3. An informal discussion is made about distribution of responsibilities of different committees for smooth conduct of college functioning and to maintain academic environment of the college.
4. The office staff is associated with use of Microsoft Office, tally etc. softwares. It is necessary to give hands on training for the staff. Hence IQAC recommended organizing workshops for the administrative staff. Further IQAC also recommended conducting workshop for support staff on handing of the computers, electric equipments, etc.

5. Result Consideration by each Department is very much necessary and the Departmental Heads are requested to submit the same to the IQAC after publication of University Result.
6. All the HODs are requested to wall up magazine as early as possible. In order to develop the new ideas in the area of teaching learning process it is necessary to make active use of the power point projects by each faculty while teaching in the class room.
7. IQAC also recommended conducting workshop on awareness programme regarding contemporary socio economic, Gender and environmental issues as well as gender issues related activities for support the female students of the college.
8. Faculties have been asked to write and publish research based papers and articles for the improvement of teachers. IQAC recommended the head of the departments to apply for the syllabus revision workshops and directed the faculty to participate in the syllabus revision workshops.
9. The IQAC Co-ordinator is requested to keep ready all the papers related to promotion of teachers under CAS well in advance in order to avoid delay in conducting meeting of the screening/selection committee.
10. It is reported that the College is going to organize one day workshop on 'Development and measurement of Quality assurance of higher education'. All the Teachers are requested to involve themselves to make it success.
11. It is resolved that the next meeting will be conducted in the month of February, 2017.

The meeting ended with thanks to the chair.

BERHAMPORE COLLEGE

NOTICE

The 2nd meeting of IQAC, Berhampore College of the academic session 2016-2017 will be held on 21.02.2017 at 3.30 P.M. in the Chamber of Principal. All the members of IQAC are cordially requested to attend the meeting positively. Following agenda will be discussed:

- To read and confirm the minutes of the previous meeting held on 22.07.2016.
- Evaluation of the 1st half of this academic session 2016-17.
- Projection of plans and actions of the remaining academic session 2016-17.
- Miscellaneous.

Dr. Samaresh Mandal

Chairman, IQAC

BERHAMPORE COLLEGE

Resolution passed in the IQAC meeting held on 21st February, 2017

The extended meeting of IQAC was chaired by the Principal Dr. Samaresh Mandal.

At the beginning of the of the first meeting of the year 2017 the minutes of the previous meeting held on 22nd July 2016 is read out and confirmed by the members present without any changes.

Then the status of implementation of resolutions of the last meeting held on 22nd July 2016 discussed thoroughly.

After threadbare discussion with the teachers present in the meeting it is resolved that:

1. In order to enhance the activities of IQAC and to provide opportunities for the teacher to understand current trends in teaching learning methods, it was unanimously resolved to submit proposal for national level seminar to IQAC. Further the IQAC suggested submitting proposals for conference & workshop.
2. The process of face-to-face interactions with the students by all the departments is necessary for overall quality assurance be continued.
3. IQAC members encouraged to take up inter departmental activities and workshop for the students and suggested the Head of the departments to strengthen the wall-magazine and other co-curricular activities
4. IQAC Co-ordinator is asked to prepare the academic calendar for the session of 2017-18. According to it, important events, circular, co-curricular and extension activities are to be prepared.

5. The Convenor of the admission committee is requested to prepare the college prospectus and to present them to the IQAC members for finalization.
6. All the HODs are requested to take initiative to organize at least two departmental seminars in one academic year. The IQAC members proposed to initiate skill oriented, value added, Co-curricular and extension programme for the students.
7. IQAC members suggested providing additional suggestion boxes on campus for Grievance redressal cell. Additional space should also be provided to health centre and counseling centre.
8. All the HODs are requested to collect feedback form duly filled by the students.
9. The IQAC Co-Ordinator reported that various data relating to college students, faculties and college finance, as are required by AISHE duly uploaded.
10. IQAC members directed the head of the departments to conduct screening test to identify slow and advanced learners and to take remedial measures for slow learners and give additional activities to advanced learners.
11. It is reported that the Dept. of Sanskrit is going to organize a UGC Sponsored 2 Days National Seminar on 18th and 19th March, 2017. All the Teachers and Non teaching staffs are requested to involve themselves to make it success.
12. It is reported that the Dept. of Bengali is going to organize a UGC Sponsored 2 Days National Seminar on 26th and 27th March, 2017. All the Teachers and Non teaching staffs are requested to involve themselves to make it success.
13. The Principal reported that the College had successfully organized the one day workshop on 'Development and measurement of Quality assurance of higher education', in 17th Feb 2017 with the help of all Teaching & Non-Teaching Staff.
14. It is resolved that the next meeting will be conducted in the month of July, 2017.

The meeting ended with thanks to the chair.

