

BERHAMPORE COLLEGE

NOTICE

The 1st meeting of IQAC, Berhampore College of the academic session 2018-2019 will be held on 18.07.2018 at 3.00 P.M. at Principal's Chamber. 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 15.02.2018.
- Evaluation of the previous academic year: 2017-18.
- Projection of plans and /or programmes and actions of the current academic session 2018-19.
- Miscellaneous.

Dr. Samaresh Mandal

Chairman, IQAC

BERHAMPORE COLLEGE

Resolution passed in the IQAC meeting held on 18th July, 2018

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 2018 the minutes of the previous meeting held on 15th February 2018 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 15th February 2018 discussed thoroughly.

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

1. For new academic session of 2018-19 academic and non-academic activities have been distributed among the staff. The processes of face-to-face interactions with the students by all the departments are necessary for overall quality assurance be continued.
2. An informal discussion about distribution of responsibilities of different committees for smooth conduct of college functioning to maintain academic environment of the college.
3. The College is going to face the Reaccreditation in the second cycle in 2019-20. The Self Study Report should be prepared and various concerned issues were discussed and it was unanimously decided to follow the guidelines for submission of SSR and to act accordingly.
4. The coordinator of NAAC, Dr. Sariffuddin, presented information regarding preparation of AQAR and informed that the same has been uploaded on the college website as per the guidelines of NAAC.

5. All the HODs are requested to wall up magazine as early as possible. 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. IQAC recommended the head of the departments to apply for the syllabus revision workshops due to implementation of choice based credit system and directed the faculty to participate in the syllabus revision workshops.
7. Due to increasing demand of Computer Laboratory, the members of IQAC thanks to the Principal of Berhampore College to provide such needs.
8. The IQAC suggested to provide required books and journals in the library. Further, the members also suggested to install KOHA Software in the Library for fully automated computerized Library service and to pay special attention for maintenance of infrastructure, equipment and other facilities in the campus.
9. The members of IQAC stressed upon the importance and need of the bio-waste management and suggested to the Principal to take appropriate steps for the same. Similarly the IQAC unanimously recommended to strengthen the green campus activity and to conduct the green audit of the campus.
10. The members of IQAC thanks to Principal for reopening of NSS unit of the College.
11. The members of IQAC stressed upon the importance of online submission of pension paper of the staff of Berhampore College and requested the Principal for taking necessary action regarding the earliest submission of pension paper of the staff in view of Govt. Circular for implementing E-Pension.
12. It is resolved that the next meeting will be conducted in the month of February, 2019.

The meeting ended with thanks to the chair.

BERHAMPORE COLLEGE

NOTICE

The 2nd meeting of IQAC, Berhampore College of the academic session 2018-2019 will be held on 20.02.2019 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 18.07.2018.
- Evaluation of the 1st half of this academic session 2018-19.
- Projection of plans and actions of the remaining academic session 2018-19.
- Miscellaneous.

Dr. Samaresh Mandal

Chairman, IQAC

BERHAMPORE COLLEGE

Resolution passed in the IQAC meeting held on 20th February, 2019

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 2019 the minutes of the previous meeting held on 18th July, 2018 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 18th July, 2018 discussed thoroughly.

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

1. IQAC members stressed the importance on the submission of PBAS of all teaching staffs to IQAC as per the guidelines of UGC.
2. The IQAC unanimously recommended the NSS Co-ordinator, Dr. Indrani Basu, to conduct various awareness programme for the benefits of the students.
3. The Co-ordinator of NAAC, Dr. Sariffuddin, presented information regarding preparation of activities of NAAC. He assured the members of IQAC for timely uploading the AQAR, IIPA and expressed his views regarding the progress of preparation of SSR.
4. The core committee members were briefed regarding preparations of the SSR and their role in the work of SSR preparation. The plan of action was discussed with them. The works were divided in smaller tasks and assigned to the individual faculty. The criterion wise coordinators were assigned duties to guide the faculty members, take periodic review of the work and report to the Co-ordinator of NAAC accordingly.

5. IQAC members suggested for providing additional support for the preparation of activities of NAAC. In this regards all the faculty members are requested for their kind help and co-operation.
6. IQAC Co-ordinator is asked to prepare the Academic Calendar for the session of 2019-20 and requested to the HODs for taken proper initiatives for smooth conducting of academic session.
7. The members of IQAC appreciates the implementation of new feedback system, now the feedback system of the college will be switched offline to online from the current academic year.
8. The Convenor of the admission committee is requested to prepare the college prospectus and to present them to the IQAC members for finalization.
9. The NAAC Co-ordinator as well as one of the members of IQAC has explained the importance of Alumni Association and requested to the Principal to arrange and form the Alumni Association at the earliest.
10. The IQAC Co-ordinator reported that various data relating to college students, Faculties and college finance, as are required by AISHE duly uploaded.
11. It is resolved that the next meeting will be conducted in the month of July, 2019.

The meeting ended with thanks to the chair.