

Resolution of the IBAC Meeting held on 14-6-19

Agenda 1: Submission of Students feedback form.

Resolution: IBAC Coordinator informs before the house that feedback form and student satisfaction survey forms has already been distributed to all HODs to ~~collect~~ obtain ~~the~~ students' feedback and their impression regarding the course, curriculum, performance of the department and of individual teachers and also of the overall functioning of the college in the form of student satisfaction survey. HODs are requested by the house to submit feedback form and SSG form to their ~~respective~~ earliest possible convenience.

It has been further resolved that IBAC members will analyse the feedback received through SSR and feedback form to ~~to~~ meet the expectations of the students on various aspects of the college and to provide guidelines regarding academics and administrative issues on the basis of ~~to~~ the information received from the students.

Agenda 2: Submission of relevant information

Resolution: Honourable principal informs before the house that ~~the~~ the task of preparing ABAR-2018-19 is already in progress and opines that active cooperation and involvement of all members of the institution is essential to complete this task. The House agrees with this opinion and it is resolved that the respective HODs and other faculties will provide necessary information as and when required by the IBAC.

Members present : Meeting held on 2/9/19 at 4 P.M

- 1) J. P. ... 2/9/19 ✓
- 2) S. Sarker 2/9/19
- 3) A. B. ...
- 4) A. K. ...
- 5) ...
- 6) ... 2/9/19.
- 7) S. B. 2/9/19
- 8) ... 2.9.19
- 9) ... 02.09.2019
- 10) ... 02.09.19
- 11)

Agenda: 1: ABAR 2018-19.

Resolution: IBAC Coordinator submits the draft ABAR 2018-19 before the house and seeks the opinion of the honours members. After a careful scrutiny the members opine that the draft has been nicely prepared but some observations are needed to be included. The Coordinator and other members unanimously resolves to include these observations and decide to sit together again in the last week of September to consider the final draft.

Agenda Item: TO Consider the recruitment of a office assistant ^{W.e.f. Jan 15.}

Resolution: All members of the IBAC unanimously endorse the appointment of a office assistant W.e.f. Jan 2015 for the smooth functioning of the IBAC. ~~It will be paid~~ He is being paid, as reported by the administration, strictly on daily wage basis.

As there is no more agenda, the meeting ended with a vote of thanks to the chair.

S. Sarker 2/9/19

Meeting of the IBAC held on 26/9/19

Members Present

- 1) Prabhu Indrakumar
- 2) Barton
- 3) Shakti
- 4) [Signature]
- 5) [Signature]
- 6) Banerji
- 7) Vera
- 8)
- 9)

Agenda: ASAR 2018-2019.

Resolution: Final draft of the ASAR 2018-2019

~~to be submitted~~ is submitted before the house for approval.

The Committee members unanimously accept this

draft and request the Coordinator to submit it within a week.

As there is no more agenda the meeting ended with a vote of thanks to the Chair.


Barton
26/9/19

[Signature]

Proceedings of the meeting of the IQAC of the Bidhan Chandra College [Govt. Sponsored], Asansol, held on 18.10.2019 at 4.00 p.m. in the IQAC Room

Resolutions:

1. Resolved that the IQAC will continuously review and assess the NAAC activities after the successful submission of AQAR 2018-19 on 03.10.2019. The members of the IQAC congratulate the chair-person and the co-ordinator for successful completion and submission of the AQAR within the scheduled time period.
 2. Keeping in mind the excess class-load due to introduction of the CBCS curriculum and the scarcity of classrooms for maintaining the routine schedule, the IQAC resolved to urge the Principal to look into the matter with utmost sincerity. A proposal was floated that the construction of new Social Science and Commerce Block in the Annexe land of the college will be highly beneficial. The Principal promised to pursue the issue in this regard and make a necessary arrangement which was highly applauded by the members.
 3. Regarding the proposal submitted by the Department of English and Chemistry for conducting International Seminars in the college tentatively in the first quarter of 2010, the members commended the proposal and resolved to allow and extend full co-operation to the departments in their efforts.
 4. Resolved that the IQAC Co-ordinator should brief the departmental heads in this regard at the earliest.
 5. Resolved that the members would have to constantly inspire the teachers for enhanced use of ICTE methodologies during classes and involve more teachers.
- Misc:** Dr. Saumen Chakraborty informs the house about different issues encountered by the students regarding mainly the complexities of the CBCS system and the online procedures involved during their study and suggested the need of a guidance mechanism. House decided to form a fully functional Mentor-Mentee system.


Prof. Sreemanta Sarkar
Co-ordinator, IQAC
Bidhan Chandra College,
Asansol - 4

Dated: 18/10/19



Dr. Falguni Mukhopadhyay
Principal
Bidhan Chandra College
Asansol - 4

Meeting of all Heads of the departments with
IBAC Coordinator, NAAC Steering Committee
Coordinator and principal.

Members present

- 1) Dr.
- 2) S. Sarker. Dr
- 3) Inkhilay (G)
- 4) Dr
- 5) R
- 6) Joyrat Mandal
- 7) Utpal Majee
- 8) Sarani Sharma
- 9) Prayan Kumar Dr 25.11.2019
- 10) Sneha Ghosh. 25.11.2019.
- 11) Kasturi Chatterjee 25.11.2019
- 12) S.A. Khan 25/11/2019
- 13) Adhikari 25.11.19.
- 14) Dr. 25.11.19

Agenda: updating departmental profile.

Resolution: ~~Updating departmental profile~~ NAAC

Honorable principal, IBAC Coordinator and Steering Committee Coordinator requests all Heads of the department to update their departmental profile and keep all the relevant records.

Departmental Heads are also requested to keep records of all remedial classes taken during a academic year.

~~Heads~~ Heads of the departments are also requested to keep records of use of e-class, Smart class rooms etc.

Heads of the departments are also requested to update asset register of their departments:


Prof. Ajoy Kr. Sharma will look after the whole process of updating departmental profile of Science and Commerce and Dr. S.K. Das and Dr. S. Ray will look after the ~~entire~~ entire process regarding update of departmental profile of All Arts department.

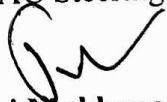
It is resolved unanimously that all Heads of departments will submit their updated departmental profile to IBAC Coordinator on or before 15/12/2019.

**Proceedings of the meeting of the IQAC of the Bidhan Chandra College [Govt. Sponsored],
Asansol, held on 17.12.2019 at 4.00 p.m. in the IQAC Room**

Resolutions:

1. Prof. Sreemanta Sarkar tenders his resignation from the position of the IQAC Co-ordinator on the ground of personal problems. The IQAC accepts and acknowledges the proposal and congratulates him for the successful tenure as the co-ordinator.
2. Resolved that both the Student's Feedback Form and the Parent's Feedback Form will be prepared in Google Forms format and displayed in the college website. Preparation in Google Forms format would extensively help in subsequent data analysis and assist in remedial measures to be adapted. The details of the form will be kept unaltered from the previous year. The task of preparing the forms was vested upon Dr. Saumen Chakraborty, Dept. of Physics. He would be requested to finish the job within April' 2020.
3. IQAC heartily thanks the Principal for his earnest efforts regarding construction of the new Social Science and Commerce Block in the Annexe land of the college.
4. IQAC Co-ordinator reports that barring a few almost all departments have kept up to their schedule of updating the departmental profile by 15.12.2019, well within the deadline given in the meeting of the IQAC Co-ordinator with the HOD's and internal members on 25.11.2019. The members resolved that, the few departments who have not yet updated may be stimulated for quick action by the co-ordinator.
5. Departments of English and Chemistry both reported that the preparation for the seminar is on full swing. The Department of English have resolved to conduct the seminar on 04.01.2020 and 05.01.2020 and the Department of Chemistry on 04.02.2020 and 05.02.2020. Necessary arrangements are in full swing.
6. Resolved that a Picnic may be organised sometime in the last week of January or early February as a part of the Staff Incentive Program. Necessary planning and coordination in this regard will be made by Dr. Gautam Mukherjee, Co-ordinator of the NAAC Steering Committee.


Prof. Sreemanta Sarkar
Co-ordinator, IQAC


Dr. Falguni Mukhopadhyay
Principal

Proceedings of the meeting of the IQAC of the Bidhan Chandra College [Govt. Sponsored], Asansol, held on 17.01.2020 at 2.30 p.m. in the IQAC Room

Resolutions:

1. The proceedings of the last IQAC meeting held on 17.12.2019 were read and confirmed. In this regard, Dr. Saumen Chakraborty mentioned that he has already started preparing the Student's Feedback Form in the desired format, while the Parent's Feedback Form is already ready for upload.
2. A new IQAC Committee was formed with the following members:

Sl. No.	NAME	DESIGNATION
1	Dr. Falguni Mukhopadhyay	Principal, Chairperson
2	Dr. Chandrachur Das	Associate Professor in Chemistry, Coordinator
3	Mr. Tapan Banerjee	GB-Govt. Nominee, Member
4	Dr. Asish Kumar Dey	Principal, T.D.B. College, Member
5	Dr. Amitava Basu	Principal, B.B. College, Member
6	Dr. Goutam Mukherjee	Associate Professor in Physics, Member
7	Prof. Sreemanta Sarkar	Associate Professor in Economics, Member
8	Dr. Sujit Kr. Bera	Assistant Professor in Chemistry, Member
9	Prof. Sudeshna Banerjee	Associate Professor in History, Member
10	Prof. Amitabha Mukhopadhyay	Assistant Professor in Bengali, Member
11	Dr. Subhadeep Ray	Assistant Professor in English, Member
12	Dr. Pradip Kumar Maji	Assistant Professor in Chemistry, Member
13	Dr. Saumen Chakraborty	Assistant Professor in Physics, Member
14	Mr. Debabrata Banerjee	CA, Member
15	Prof. Pranab Chattopadhyay	A.K.Dasgupta Chair Professor, Dept. of Economics, VisvaBharati, Member
16	Mr. Tripurari Roy	Manager Sales, LIC, Asansol Divisional Office, Member
17	Dr. Sujoy Das	Assistant Professor in Mathematics, Suri Vidyasagar College, Member
18	Dr. Sanjeev Pandey	Assistant Professor in Botany, B.B. College, Member
19	Mr. Subir Dhibar	Typist, Member
20	Mr. Abhishek Ruidas	Student Representative, Member

Hon. Principal and other members of the IQAC introduced themselves before the House and expressed their desire to toil in harmony and communion for the overall development of the college.

3. Resolved that since the Parent's Feedback Form has been successfully prepared in the desired format of Google Forms, it may be uploaded in the college website so that it can be filled up by aspiring guardians.

4. Keeping in view the excessive pressure and demand for admission in the Honours course of Accountancy, English, Urdu, Geography and Zoology, intake capacity may be enhanced in these subjects for the upcoming academic session. IQAC requested the Principal to take necessary steps in this regard and acquire requisite permissions for enhancement of intake capacity in the above-mentioned courses from concerned University authorities.

5. Resolved that the Department of Bengali would be extended full support for their organizing the Bhasha Sahid Dibas function on the specified date.

6. IQAC thanked the Principal for his enormous support and inspiration and heartily acknowledged the tedious efforts and congratulated the faculty members of the Department of English and other associated teachers and support staffs for their successful conduction of the International Seminar on 04.01.2020 and 05.01.2020.

7. Discussing on miscellaneous issues, Dr. Gautam Mukherjee, Co-ordinator of NAAC Steering Committee raised the issue for uploading of Academic Calendar for the even semesters of the first half of 2020. The task of preparing the calendar was given unanimously to the IQAC co-ordinator and everyone requested him to prepare the Academic Calendar at the earliest. The Co-ordinator vowed to prepare it within a week after which it would be uploaded in the college website for everyone's perusal.

Since there were no other issues the meeting ended with a Vote of Thanks to the Chair.

Chandrachur Das

Dr. Chandrachur Das
Co-ordinator, IQAC
Bidhan Chandra College,
Asansol - 4

Dr. Falguni Mukhopadhyay
Dr. Falguni Mukhopadhyay
Principal
Bidhan Chandra College
Asansol - 4

Dated: 17/1/20.

Proceedings of the meeting of the IQAC of the Bidhan Chandra College [Govt. Sponsored], Asansol, held on 29.02.2020 at 10.30a.m. in the IQAC Room

Resolutions:

1. Resolved that the HOD's of the departments who have not yet uploaded their PO, PSO and CO in the college website must take urgent initiative in this regard and must furnish the same within March' 2020.
2. Resolved that all stakeholders of the institution will be asked to participate in the seminar by Dr. Amitava Basu and the seminar by Prof. Arup Ratan Ghosh, which will be more technical in nature, will be attended by the members of the NAAC Steering Committee. Since there were no other issues the meeting ended with a Vote of Thanks to the Chair.

Chandrachur Das

Dr. Chandrachur Das
Co-ordinator, IQAC
Bidhan Chandra College,
Asansol - 4



Dr. Falguni Mukhopadhyay
Principal
Bidhan Chandra College
Asansol - 4

Dated: *29/02/2020*


Proceedings of the meeting of the IQAC of the Bidhan Chandra College [Govt. Sponsored], Asansol, held on 20.05.2020 at 4.00 p.m. in the IQAC Room

Resolutions:

1. The proceedings of the last IQAC meeting held on 17.01.2020 were read and confirmed.
 2. IQAC heartily applauds the Principal for his constant inspiration and congratulates the tedious efforts of the faculty members of the Department of Chemistry and other associated teachers and support staffs for their successful conduction of the International Seminar on 04.02.2020 and 05.02.2020. The members also heartily thanked the faculty members of the Department of Bengali for turning the program on Bhasha Sahid Dibas to a grand success.
 3. Hon. Principal requested all faculty members to arrange for webinars on relevant topics in different subjects. The IQAC resolved that the Secretary, Teachers' Council will take necessary action for instigating and motivating other members to organize webinars in the pandemic scenario.
 4. Resolved that since the Student's Feedback Form was ready in the prescribed Google Forms format, the link would be shared amongst the final semester students, like the previous year. Respective departments would finalize the *modus operandi* for proper sharing of the link amongst the students. The link would also be uploaded in the college website. A deadline should also be fixed up by the respective departments for filling up the forms and it should not be in excess of fifteen days from the sharing of the link, so that the entire process can be finished within the first week of June.
 5. Resolved that like the Student's and the Parent's Feedback Form, the Teacher's Feedback Form will also be prepared in Google Forms format and displayed in the college website. The IQAC Co-ordinator was entrusted upon preparation of the form within a month.
 6. Resolved that since the COVID – 19 Protocols bar social gatherings the Student Felicitation Program may be postponed till situation becomes normal. The issue was also proposed to be placed before the Governing Body for further discussion. The Orientation Program however was resolved to be carried out in online mode by the respective departments. However when regular offline classes resume, a full-fledged Orientation Program would be conducted with all fresher.
 7. The members urged the Principal for construction of a much needed ramp in the main building of the institution for the massive benefit of all persons with limited abilities. The Principal vowed to look into the matter with utmost sincerity and promised for making necessary arrangements.
 8. Consulting on miscellaneous issues, the members urged the Principal to pursue construction of an open-air theatre in the annexe land of the college for the benefit of all neighbouring citizens. The construction of a Training Centre was also to be accelerated for the assistance and advantage of young students of the town. The members also acknowledged and appreciated the efforts made by the NSS wing of the college in conducting Covid Awareness Program in the locality on 13.03.2020. The members also gracefully congratulated the compassionate efforts from the Department of Chemistry in distributing hand sanitizers to citizens and doctors on 01.04.2020 during the pandemic.
- Since there were no other issues the meeting ended with a Vote of Thanks to the Chair.

Chandrachur Das

Dr. Chandrachur Das
Co-ordinator, IQAC
Bidhan Chandra College,
Asansol - 4


Dr. Falguni Mukhopadhyay
Principal
Bidhan Chandra College
Asansol – 4

Dated: 20/5/20.