

A meeting of IQAC was held to-day at 12 noon.  
Principal took the chair.

Members present —

- 1) 10/2/18
- 2) 10.02.18.
- 3) U. C. Bandhan 10/02/18
- 4) Ratna Acharya 10/02/18
- 5) Sanjay Kumar Shrivastava
- 6) Shephali Vidyanta 10/2/18
- 7) Siba Chakraborty 10/2/18
- 8) Dr. Bablu Biswas
- 9) Dr. Madhuchandra Lahiri 10/02/18
- 10) Unmesh Datta 10/02/18
- 11) Prasunita Tarafdar 10/02/18

### NOTICE

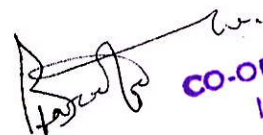
A meeting of IQAC will be held on 10<sup>th</sup> February 2018 at 12 noon, in the IQAC room. Members are requested to be present.

Agenda:

1. Confirmation of the proceedings of the last meeting held on 11.08.2017
2. To place the ATR.
3. Consideration of the proposals of promotion under CAS submitted by Dr. M Mallick, and Dr. T. Tudu.
4. To place the Internal Academic Audit report.
5. To place the Feedback Analysis report.
6. To consider steps to be taken in view of the CBCS system to be introduced from the ensuing session.
7. To consider a workshop on revised CAS guideline.
8. To consider a workshop on new guideline of NAAC.
9. To arrange a workshop on module preparation.
10. Miscellaneous

Sharmila Das

(President, IQAC)



CO-ORDINATOR  
IQAC  
P. N. DAS COLLEGE  
LTA, W.B.

**Minutes of the proceedings of the meeting of the IQAC, P.N. Das College,  
held at the Principal's Chamber on 10.02.2018 at 12 noon.**

The Principal, Dr. Sharmila De, took the chair and declared the meeting open.

Agenda 1. The proceedings of the last meeting, held on 3<sup>rd</sup> August 2017 were read and confirmed.

Agenda 2. The co-ordinator presented and discussed the action taken report of the last meeting.

She also mentioned that the following actions were taken within the period from September 2017 to January 2018.

A) The AQAR for the session 2016-2017 had been submitted to the NAAC committee and uploaded on the college website.

B) A college level seminar on FOSS was held on 19.8.2017, conducted by Dr Bablu Biswas, Sri Prasenjit Pramanick and Smt Bani Samanta.

C) Youth Parliament contest at the WBSU was participated in by our students on 6.9.2017 two students were awarded "Best Parliamentarian(lady)" and best leader of the house.

D) Inter-college debate competition was organized by West Bengal State University on 7.9.2017 and our college stood 3<sup>rd</sup>.

E) Inter college Handball competition was held at the college premises on 30.12.2017. Our college students participated in this tournament.

F) A workshop on "Revised NAAC Guidelines" was held on 2.11.2017. It was conducted by the Principal, Dr Sharmila De, P.N.Das College.

G) A University Level workshop on 'Evolving Methodology for electronic data management in academics and administration in HEIs' was held on 11.11.2017. It was conducted by Dr Manas Kr Baidya, Malda College. This seminar was opened by the V.C, WBSU.

H) The publication of a compilation of articles by the college had been completed on August 2017 and the book was ceremoniously published by the Vice- Chancellor, WBSU on 11.11.2017.

I) A certificate course on FOSS conducted by IIT, Bombay have begun for our students from November, 2017. Ninety six students have enrolled for it.

J) A career fair was held on the college premise on 16.12.2017. Five organizations participated in it. And more than 100 students registered in it.

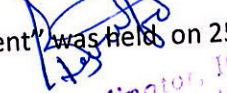
K) Our college emerged Runners Up at the Inter College cricket tournament organised by the WBSU.

L) Internal academic audit by IQAC was completed on 7.2.2018.

M) Various programmes were organized by NSS and NCC unit.

1) A Quiz for the students of our college on "Quit India Movement" was held on 25.8.2017.

  
Principal  
P.N. Das College  
Palta, Bengal Channel, N. 24 Pgs.

  
Co-ordinator, IQAC  
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2) A film show on "Shubhas Chandra Bose" was organised on 25.8.2017 to commemorate 75 years of Quit India Movement.

3) A programme on Thalassaemia awareness and Blood-group detection and also Haemoglobin Level test camp was organized by NSS unit on 20.12.2017.

4) A special camp by NSS was held from 13.1.2018 to 19.1.2018.

Various programmes were held there -- Health awareness for the students of Shishu Bhaban, survey on rural health regarding Hand-washing, Sanitary facilities etc, Drawing competition for local students. The Students of our college served food to the local children, Yoga training was giving to the students of Shishu Bhaban.

Agenda 3—The papers submitted by DR Mahasin Mallick and Dr Thakur Das Tudu in connection with promotion under CAS were checked. They were found to be eligible for promotion under CAS. As such the recommendations were put forward to the Principal for further action.

Agenda 4—The internal audit report was placed by the Principal. After discussion it was decided that the specific suggestion made to each of the departments should be acted upon with urgency and sincerity.

Agenda 5—The Principal stated that analysis of the feedbacks received from the students have been done for each of the department. The reports will be handed over to the respective HODs.

Agenda 6 – The IQAC co-ordinator and the Principal both stated that in view of the infrastructural constraints, it is really worrying regarding the planning, implementation and execution of CBCS. Modern English language and Environmental Studies are the two skill based subjects that have been thought upon credit to be given on attendance. It was proposed to hold a workshop on the CBCS tentatively by the end of March 2018.

Agenda 7 – It was proposed that a seminar on revised CAS guidelines should be organized in the month of April 2018.

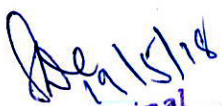
Agenda 8 – The Principal proposed that a seminar cum interactive session to be organized in the current academic session on the NAAC guideline where papers will be presented by the different IQAC co-ordinators.


Agenda 9 – It was proposed that college will ~~be~~ invite Dr T. K . Ghara , JDPI , Higher Education Department , West Bengal to deliver a lecture on Module Preparation in the month of April or May 2018.

Miscellaneous –a) It was resolved that administrative audit should be done soon.

b) Feedback analysis to be made 360° and bilingual.

c) It was stated that internet connections under NMEICT are 2 Mbps speed. It was resolved that the college will apply for 10 Mbps speed connections. It was further resolved that no subsidy is available under NMEICT.

  
Principal  
P.N. Das College  
Palta, Bengal, India  
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d) The co-ordinator put forth that as the Department of Sanskrit has no fulltime faculty so some senior teacher be handed over the responsibility of guiding them. The Principal proposed that DR C. R. Das, Assistant Professor , Bongaon College be called upon occasionally to guide them.

e) It was resolved that valid email IDs and Aadhaar nos. of the students should be included in the admission form of the coming session and any change of contact number should be intimated to the office by the students positively.

As there were no other matter was brought for discussion, the meeting ended with a vote of thanks to the chair.

*Read & confirmed*  
*DR*  
*19/5/18*

**Principal**  
**P.N. Das College**  
Palta, Bengal Enamel, N. 24 Pgs.