



P. N. DAS COLLEGE

Santinagar, Palta, P.O.: Bengal Enamel, North 24 Parganas, Pin - 743122 (W.B.)
Phone : (033) 2592 1327, Fax : (033) 2592 1327, e-mail : pndc.principal11@gmail.com
Website : www.pndascollege.in

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II) ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) AND FOLLOW UP ACTION TAKEN


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



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2. Academic & Administrative Audit

A. Internal and External AAA conducted at regular intervals

The screenshot shows a web browser window displaying the 'Academic and Administrative Audit (AAA) Report' page on the P. N. Das College website. The page features a blue sidebar with navigation links and a main content area with a table of reports.

SL. NO.	REPORT NAME	DOWNLOAD
1.	Internal Academic and Administrative Audit (AAA) Report for 2017-18	View
2.	Internal Academic and Administrative Audit (AAA) Report for 2018-19	View
3.	External Academic and Administrative Audit (AAA) Report for 2016-17, 2017-18 & 2018-19	View
4.	Internal Academic and Administrative Audit (AAA) Report for 2019-20	View
5.	Internal Academic and Administrative Audit (AAA) Report for 2020-21	View
6.	External Academic and Administrative Audit (AAA) Report for 2020-21	View
7.	Internal Academic and Administrative Audit (AAA) Report for 2021-22	View
8.	External Academic and Administrative Audit (AAA) Report for 2021-22	View

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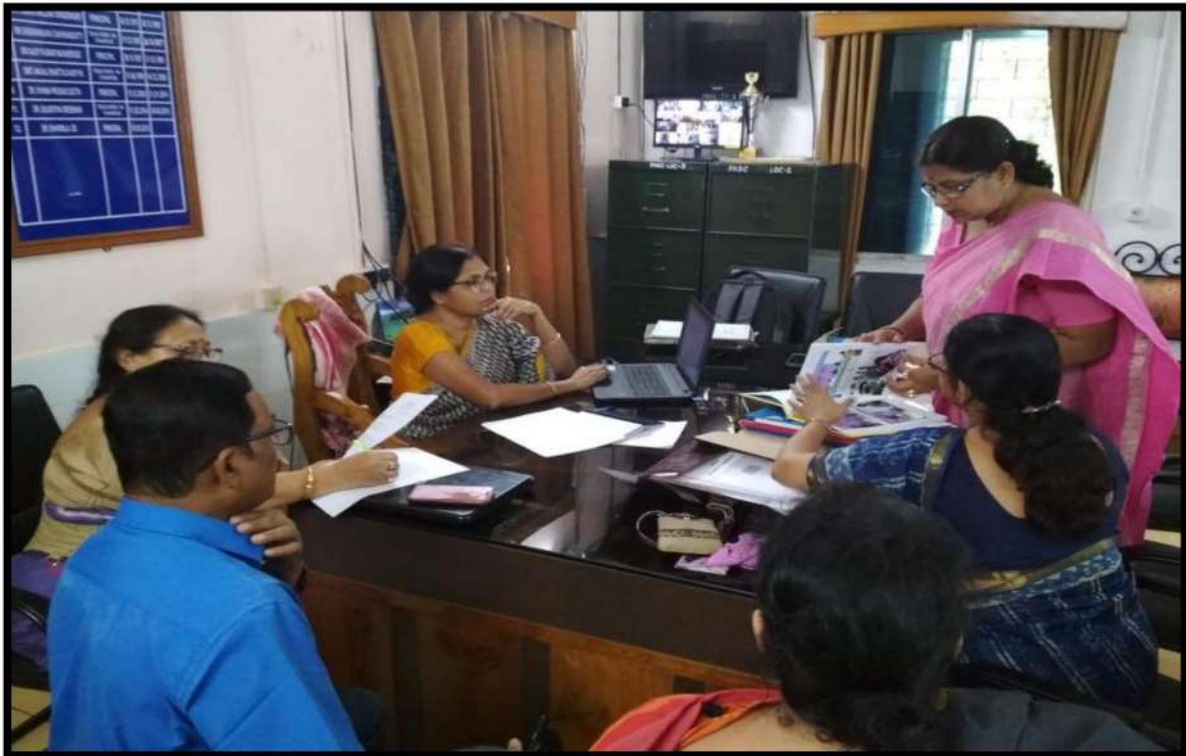
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INTERNAL ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT FOR 2017-18 to 2021-22:
<https://pndacollege.in/pdf/ssr/Internal-AAA-Rpt-Merged-17-18-to-21-22.pdf>



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EXTERNAL ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT FOR 2016-17 to 2021-22:
<https://pndacollege.in/pdf/ssr/External-AAA-Rpt-Merged-16-17-to-21-22.pdf>



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Academic and Administrative Audit pictures as shared on the Facebook page of IQAC



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B. Compliance Reports of AAA with recommendations monitored rigorously 2017-18 1. English

DEPARTMENT OF ENGLISH

- 1) LEARNING MODULES TO BE PREPARED → classm
- 2) SOFT COPIES OF THE LECTURES TO BE → classm .
UPLOADED IN THE LIBRARY NETWORK
- 3) INVITED LECTURES TO BE ARRANGED → proposed s. hami, s. G. L. P.
- 4) MORE STUDENTS SEMINAR TO BE INTRODUCED → s. hami → done 12/18
- 5) PROPOSAL FOR MRP TO BE SUBMITTED → no notes .
- 6) STUDENT PROGRESSION TO BE RECORDED
FORMALLY → in process .

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Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. (N), Pin-743122

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9/2/18
Principal
P. N. Das College
Palta Bengal Enamel N. 24 Pgs.

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DEPARTMENT OF ENGLISH
COMPLIANCE REPORT OF AAA 2017 – 2018

1. Soft Copies of the Lectures are also uploaded in the Google Classroom.
2. Invited Lectures have been arranged. Professor Srabasti Chattopadhyay has lectured on AngloSaxon and Anglo Norman Literature.
3. Dr S. Sreemani has been contacted for a lecture on History of English Literature. The department is waiting for an appropriate date and time from the Professor.
4. HOD, Professor Suman Ranjan Bandyopadhyay has been invited by the Department of History for Inter Departmental Lecture.
5. Students Seminar are done. On 12/04/2018 Students have given Presentation , both in a lecture method and Power Point Presentation.

1. Student Progression Record is in Process.
2. Proposals for UGC sponsored Minor Research Projects could not be submitted in this phase.
3. More Students Seminars to be done.
4. Invited Lectures to be increased.
5. Learning Modules are to be prepared and uploaded in Google Classroom.

Received
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2. Education

**DEPARTMENT OF EDUCATION
P.N. DAS COLLEGE**

COMPLIANCE REPORT IN RESPONSE TO RECOMMENDATIONS OF THE IQAC FOR THE YEAR 2017-18

SL.	RECOMMENDATION	ACTION TAKEN
1.	STUDENT ENRICHMENT PRGRAMMES TO BE INTRODUCED	Students of the department(Hons & Gen) are encouraged to participate in various students' enrichment programmes.Students have participated in various enrichment programme like:Student seminar, quiz competition, book talk'
2.	LEARNING MODULES TO BE PREPARED	Through Google Classroom: PPTs, Study materials, with the help of Google Forms, web links, etc. being provided
3.	IDENTIFICATION OF SLOW AND ADVANCED LEARNERS AND STEP TO BE TAKEN	The department has identified slow and advance learner of this session and arranged remedial classes and counseling for them.
4.	SOFT COPIES OF THE LECTURES TO BE UPLOADED IN THE LIBRARY NETWORK	Many of the lectures already uploaded in the Google Classroom App; The department will linked Google Class-room with library network, so other students can get those materials.
5.	INVITED LECTURES TO BE INCREASED	(i) Already introduced an extension Lecture- Prof. Debashis Chatterjee, Derozio Memorial College.(Department will arrange another extension lecture for coming month of this session.) (ii) Interdisciplinary classes : <ul style="list-style-type: none">Dipa Chakraborty, Department of Philosophy, P.N.Das CollegeProf. Sukumar Sarkar, Department of Political Science, P.N.Das College. The department will try to arrange more interdepartmental class in this session.
6.	MORE STUDENT SEMINARS TO BE INTRODUCED	(i) Already introduced (2) (ii) Next seminar will be introduced
7.	PROPOSAL FOR MRP TO BE SUBMITTED	Could not be complied with

Received
[Signature]
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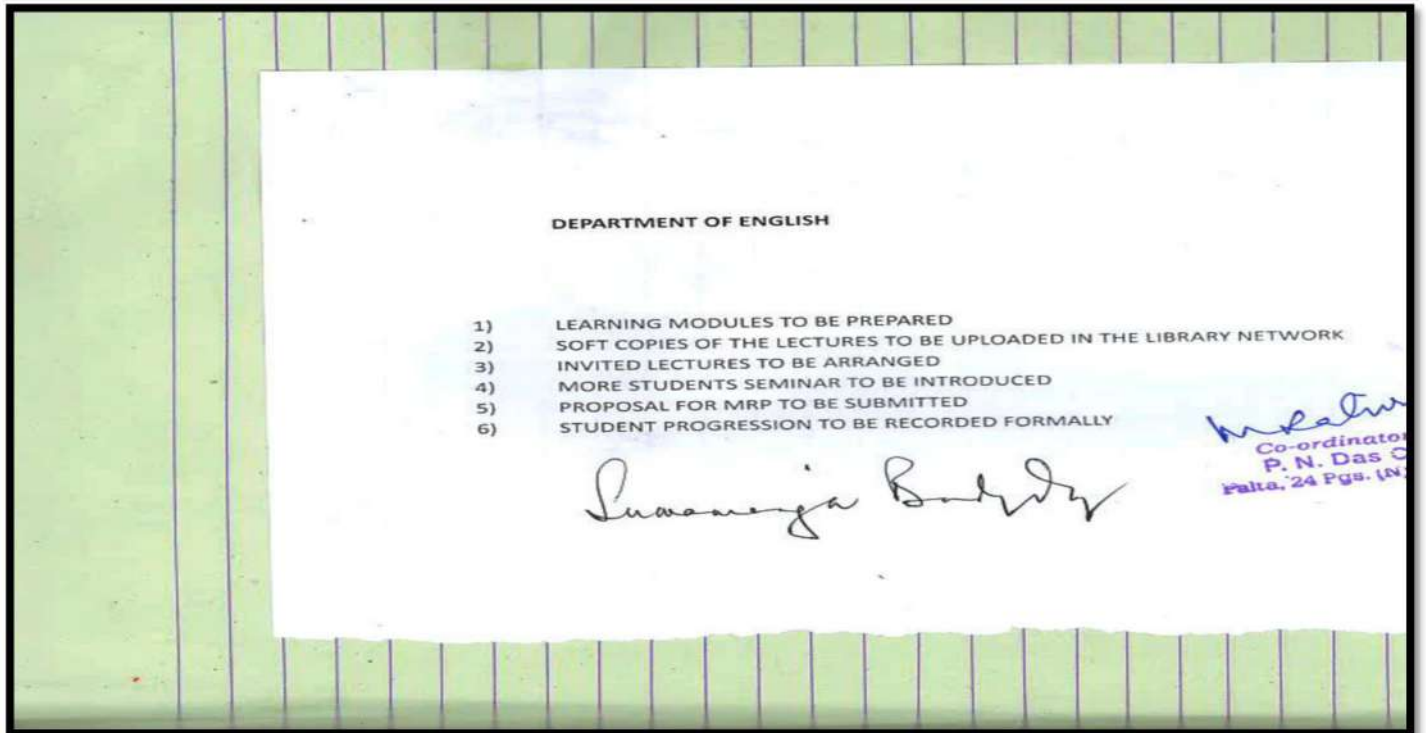
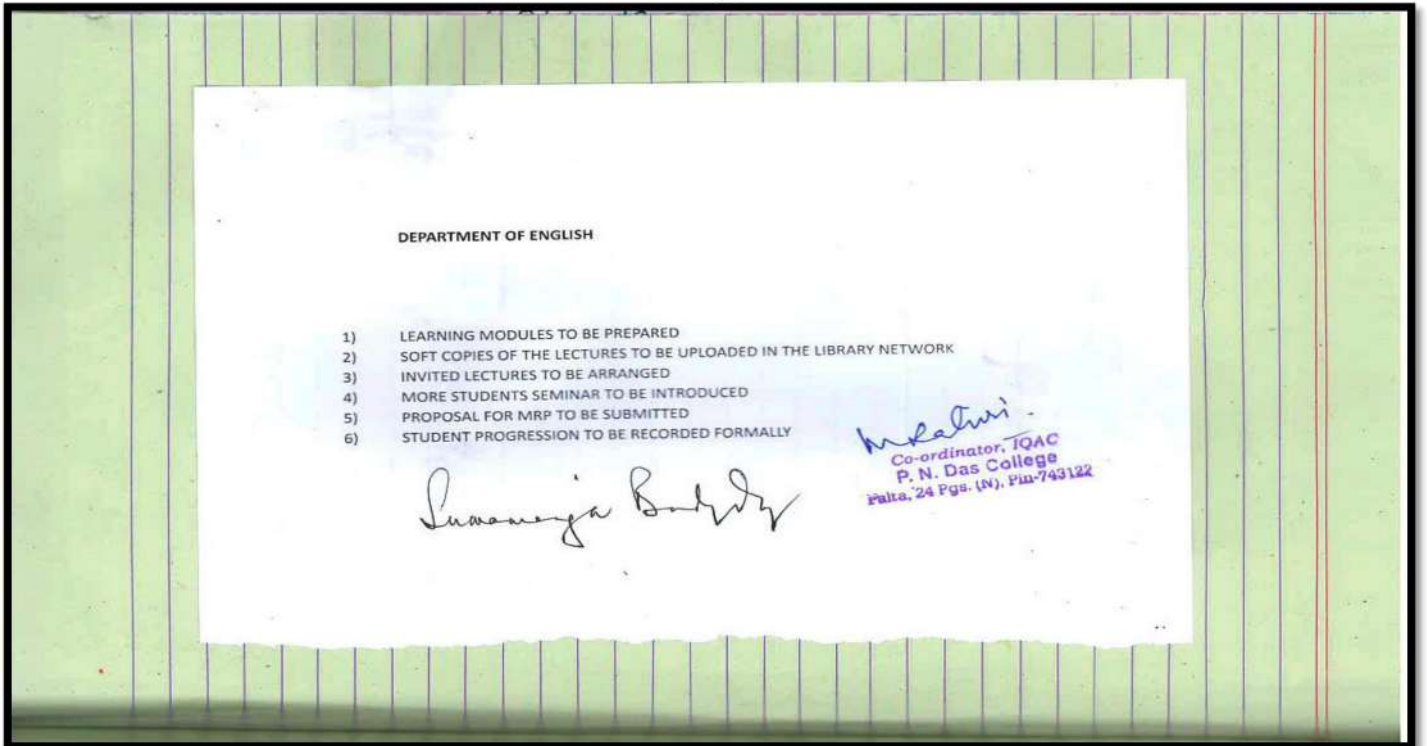
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2018-19

1. English



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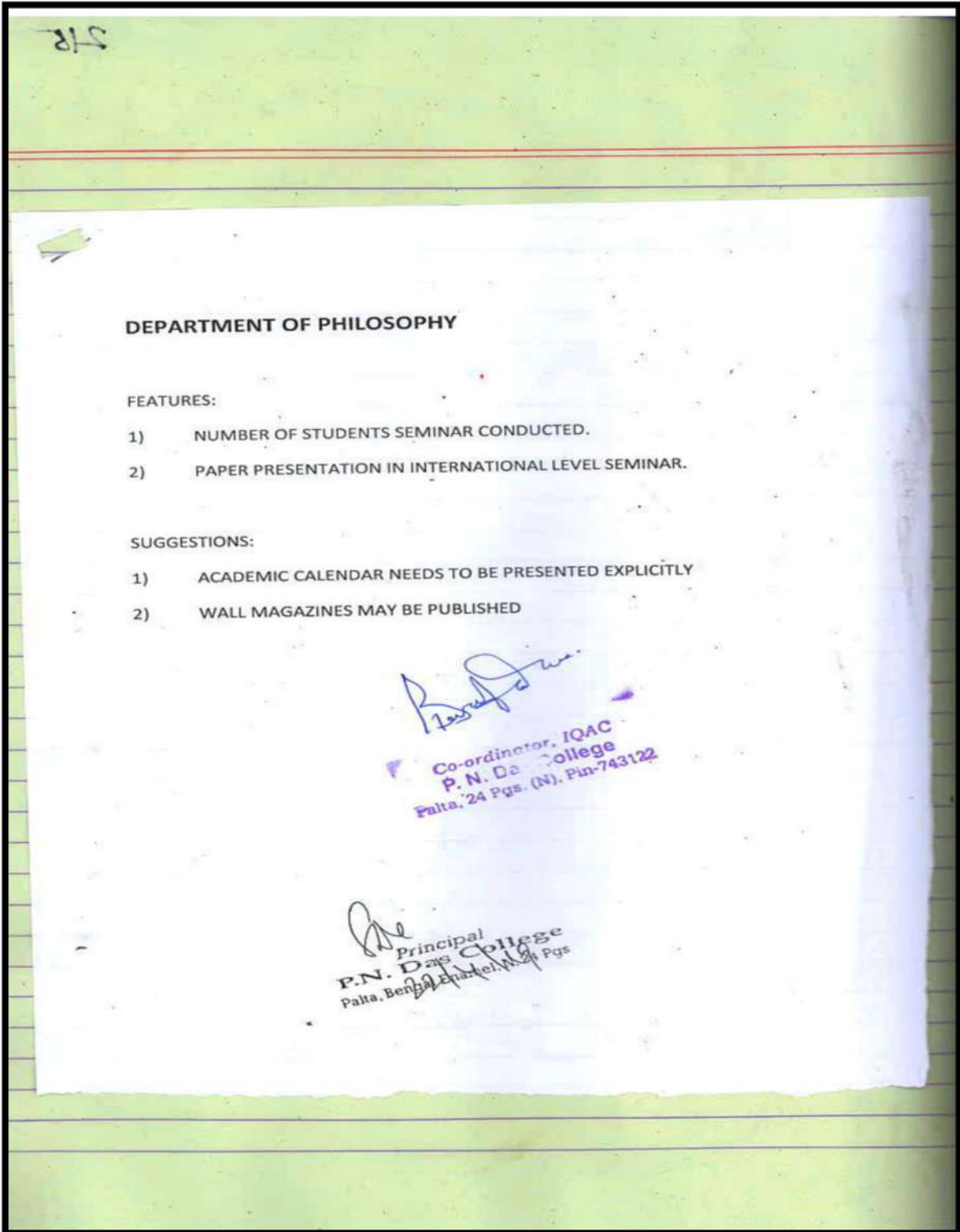
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DEPARTMENT OF PHILOSOPHY


FEATURES:

- 1) NUMBER OF STUDENTS SEMINAR CONDUCTED.
- 2) PAPER PRESENTATION IN INTERNATIONAL LEVEL SEMINAR.

SUGGESTIONS:

- 1) ACADEMIC CALENDAR NEEDS TO BE PRESENTED EXPLICITLY
- 2) WALL MAGAZINES MAY BE PUBLISHED


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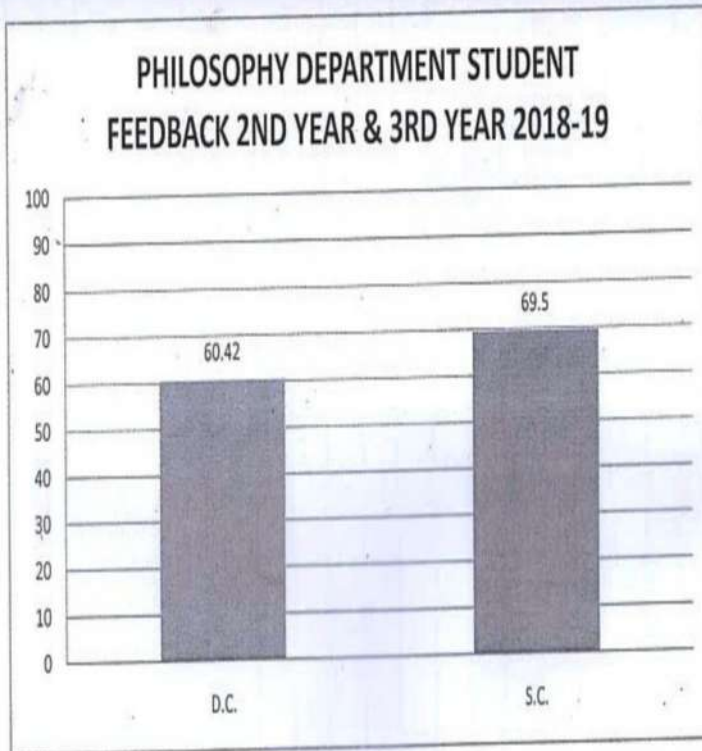
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15/13/19

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2019-20 Mathematics

Compliance Report

Department of Mathematics

Sl.No.	Recommended items	Action Taken
1.	SEMINAR MAY BE ARRANGED IN COLLABORATION WITH OTHER DEPARTMENT	One departmental Seminar was arranged on 2 nd April 2019
2.	LEARNING MODULES TO BE PREPARED	One module has been prepared and uploaded in the personal website
3.	SOFT COPIES OF THE LECTURES TO BE UPLOADED IN THE LIBRARY NETWORK	To be done as well as the library network be prepared
4.	INVITED LECTURES TO BE ARRANGED IN COLLABORATION WITH ALLIED SUBJECTS	Not done yet

Bablu Kumar

Received
Co-ordinator, IQAC
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2020-21 1. Library



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LIBRARY FEEDBACK ANALYSIS FOR (2020-21)

Very good report
Good wifi connectivity

Suggestions:

- Library to be operational during lockdown.
- More books per student to be issued.
- Request to add more books: reference, text.

M. Lahiri
16/3/2022
Principal
P. N. Das College
Palta, Bengal Enamel, N. 24 Pgs.

M. Lahiri
Principal
P. N. Das College
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16.03.2022

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P.N. DAS COLLEGE LIBRARY COMPLIANCE REPORT OF THE LIBRARY FOR 2020-21

Suggestions - 1: library to be operational during lockdown

Compliance: The Library was open 3 days (Monday, Wednesday and Friday) per week during lockdown.

Suggestion -2 : More books per students to be issued.

Compliance: The number of book issues has been increased from 2 to 3.

Suggestion -3 : Request to add more books: Reference, text

Compliance: 328 books purchase during the session 2021-22

Book Purchase during the Session 2021-22 (Financial Year)

SL No.	Department	Bill No.	Accession No	No. of Books	Amount
1	History	4164	15046 -1570	25	7975.00
2	Geography	4165	15071 -1592	22	7875.00
3	Physical Education	4166	15093 -15119	27	4190.00
4	Commerce	4167	15120 - 15137	18	4848.00
5	Political Science	4168	15138 -15158	21	7076.00
6	Bengali	4169	15159 -15191	33	7536.00
7	Physics	4170	15192 -15207	16	4224.00
8	Mathematics	4171	15208 -15227	20	4252.00
9	Philosophy	4172	15228 -15253	26	4060.00
10	Chemistry	4173	15254 -15261	08	4076.00
11	Sanskrit	4176	15262 -15279	18	4060.00
12	Education	4177	15280 -15327	48	5872.00
13	Hindi	4181	15328 -15337	10	4116.00
14	Economics	4182	15338 -15346	9	4040.00
15	English	4200	15347 - 15373	27	6586.00
Books Total			15046 - 15373	328	80786.00

Total Number of Books Added:

Number of Purchase books: 328

Number of Donated Books: 11

Total Books 339

Books up to 31.03.2022 (Financial Year): 15375

Books up to 30.06.2022 (Academic Session): 15407

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Mehalin
Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. (N), Pin-743122

Prosenjit Pramanick
25.08.2022

LIBRARIAN
P.N. DAS COLLEGE
Palta, North 24 Pgs.

(Signature)

Principal
P.N. Das College
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2. Mathematics

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Feedback Report of Academic & Administrative Audit for 2020-21 Conducted on 18th November, 2021

&

22nd, 23rd, 24th, 25th November, 2021

Department of Physics

The department needs to take note of the following:

- Semester-wise Academic Calendars have been uploaded on the website.
- Slow Learners and Advanced Learners identified for the session.
- Records of Departmental counselling is present.
- Faculty profile is uploaded on the website.
- E-monitoring of the classes have to be done.
- Semester-wise result analysis to be done.
- Student activities to be documented in a better way. Number of student activities also to be increased.
- Departmental Event Calendar has to be provided.
- Adherence to the Academic Calendars have to be done.
- Details on the use of ICT in teaching -learning to be given. Number of LMS uploads to be increased
- Faculty publication to be done.

M. Sahin
Co-ordinator, IQAC
P. N. Das College
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B. K. Das
05/04/22

P. N. Das
05/04/22

Principal
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Compliance Report

Department of Mathematics

Sl.No.	Recommended items	Action Taken
1.	SEMINAR MAY BE ARRANGED IN COLLABORATION WITH OTHER DEPARTMENT	One departmental Seminar was arranged on 2 nd April 2019
2.	LEARNING MODULES TO BE PREPARED	One module has been prepared and uploaded in the personal website
3.	SOFT COPIES OF THE LECTURES TO BE UPLOADED IN THE LIBRARY NETWORK	To be done as well as the library network be prepared
4.	INVITED LECTURES TO BE ARRANGED IN COLLABORATION WITH ALLIED SUBJECTS	Not done yet

Bablu Banerjee

Received
10/10/19
Coordinator, IQAC
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2021-22 1. Commerce

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Feedback Report of Academic & Administrative Audit for the Academic Session 2021-22 conducted by IQAC on 16th, 17th and 18th November, 2022

Department of Commerce

Departmental Vision and Mission is uploaded on departmental website.
Semester-wise Academic Calendars have been uploaded on the college website.
E- monitoring of the classes have been shown.
Student activities have been done and the records have been presented.
Result analysis done.
Classification of students into Slow Learners and Advanced Learners done.

The department needs to take note of the following:

Departmental Event Calendar has to be provided.
Faculty profile has to be updated on the college website.
Adherence to the Academic Calendars have to be done.
Records of Departmental counselling to be maintained.
Publication by faculty to be increased.
LMS uploads to be increased.
Examination reforms initiated to be documented properly.

W. Lalit
Co-ordinator, IQAC
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21/3

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Compliance on Departmental Feedback Report 21-22 Prepared by the Department of Commerce

It is a pleasure to receive a positive recognition for departmental efforts. The department is thankful to IQAC for suggestions to improve the quality of education provided by the Department of Commerce

Suggestion for the improvement given by IQAC:

Action Taken:

1. Semester wise academic calendar already been uploaded on the College website.
2. E-monitoring of classes has shown properly from this academic year.
3. Students' activity has been done and reported properly.
4. Semester wise result analysis has been done properly.
5. Faculty profiles have been updated in the website.
6. Slow learner and advance learner have been identified and reported properly.
7. Departmental event calendar has been provided properly.
8. Adherence to academic calendar to be done properly from the next semester.
9. Records of departmental counselling has maintained properly this session.
10. Initiatives have already been taken for enhancement of Publications by the faculty.
11. Uploading of LMS have already been increased.
12. Examination reforms to be documented properly from the next session.
13. Initiatives for maintaining Student progression records will be taken as early as possible.

Thank you.
With regards
Prof. Amal Kumar Bhakat
Department of Commerce

Received
M. Sahin

Co-ordinator, IQAC
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2. English

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**Feedback Report of Academic & Administrative Audit for the Academic Session
2021-22 conducted by IQAC on 16th, 17th and 18th November, 2022**

Department of English

A well-developed and updated departmental website is present.
Departmental Vision and Mission is uploaded on the departmental website.
Academic and Event Calendars have been uploaded on the college website.
A number of student activities have been done and the records have been maintained nicely.
Attainment of PO and CO had been computed and analysed in details.

The department needs to take note of the following:

- Faculty profile has not been updated to the current session.
- E-monitoring of the classes have to be shown.
- Result analysis is to be done using the grade points.
- Adherence to the departmental academic calendar is to be shown.

M. Dasgupta
Co-ordinator, IQAC
P. N. Das College
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21/3/23

Principal
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21/3/23

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COMPLIANCE REPORT FOR 2021-2022

Department Of English

1. E-monitoring of the classes are not shown since the entire department haven't done e-monitoring but have stuck to the hard copies.
2. Right now the department is working on this. In the departmental meeting HOD has asked all to prepare e-monitoring as a mandatory activity. The department is doing it at present.
3. Adherence to the departmental academic calendar has been shown at present.
4. Publication has increased from the previous audit but we need to publish more.

Received
ndalins
Co-ordinator, IQAC
P. N. D. College
Palta, 24 Pgs. (W), Pin-743122

19

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



P. N. DAS COLLEGE

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Date

C. Academic and Administrative Audit Reports as discussed in IQAC Meeting Date: 11.08.2018

P. N. D. A. C. meeting was held to-day on 11.8.2017. Principal took the chair.

Members Present —

1. S. De 11/8/17
2. Bipan Chakraborty 11/8/17
3. Sanjeeb Kumar Shari 11.08.17
4. Shephali Vidyanta 11.8.17
5. Babhi Biswas 11.8.17
6. Prosenjit Pramanick 11.08.17
7. Kamal K. Bardhan 11/08/17
8. Unmesh Datta 11/08/17
9. Madhuskhanda Lahiri 11/08/17
10. Prasunita Tarafdar 11/8/17



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Date 3.08.2017

Notice

A meeting of the IQAC will be held on 11th August 2017 at 11 a.m. to transact the following agenda. Members are requested to be present.

Agenda:-

1. To read and confirm the proceedings of the last meeting.
2. Report on action taken of the proposals of the last meeting.
3. To place the AQAR of the session 2016-17.
4. Miscellaneous, if any.


Co-ordinator, IQAC
College
CO-ORDINATOR, IQAC 13122
P. N. DAS COLLEGE



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



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Minutes of the proceedings of the meeting of the IQAC, P.N. Das College, held at the Principal's Chamber on 11.08.2017 at 11.00 a.m.

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

Agenda 1. The minutes of the proceedings of the last meeting, held on 6.5.2017, were read and confirmed with the following observations:

- 10 f) The following sentence be included: "Only text books shall be issued to the students who have satisfactory attendance."
- g) Regarding the University results the Principal informed the house that the office was directed to update all records and upload the same on the college website and the work was expected to be done in a short period of time.
- i) It was decided that the notices of the IQAC meetings, minutes & action taken reports should be uploaded at the earliest.

Agenda 2. The following report on action taken was placed before the house for consideration. The members present expressed satisfaction at the extent of work done:

- a) A Demonstration –cum-Workshop on the handling of virtual classroom conducted was by Digitech Infotech on 30th June, 2017.
- b) A Workshop on e-content Development was conducted by Dr. Sukhamoy Bhattacharya, Assistant Professor, Department of Physics, Acharya Prafulla Chandra College, on 5th July 2017.
- c) A Workshop on National Digital Library was conducted by Sri Prasenjit Pramanic, Librarian, P.N. Das College from 29th May, 2017 to 2nd June 2017.
- d) The proposal of leave of a total number of seven days, with or without breaks, for submission of Minor or Major Research Projects was implemented.
- e) Proposal of incentive to faculty members for publication of papers in reputed journals to be presented in the G.B. for necessary action.
- f) Learning Outcomes of all the departments had been collected. These would be uploaded on the college website shortly.
- g) Sri Umesh Dutta, a student of English Honours, 3rd Year, had been inducted into the IQAC as students' representative.
- h) The AQAR had been prepared and to be presented for a final discussion in the IQAC meeting on 11.7.2017 before being forwarded for the approval of the Governing Body..
- i) According to the Event Calendar for the session 2017-18, various programmes had been started.
- BRIDGING THE GAP- an orientation programme for newly admitted students was conducted on 10.7.2017.
 - USES OF LIBRARY- an orientation programme for newly admitted students was held on 11.7.2017 & 12.7.2017.
 - IQAC and NSS jointly organized a seminar on Prevention of Dengue, Malaria –borne diseases on 4.7.2017.
 - Technology Upgradation programmes for the teachers were going on.

Agenda 3. The Co-ordinator placed the AQAR for the current year for approval of the house. The members present unanimously resolved to accept and approve the same.

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

[Signature]
Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. (N), Pin-743122

[Signature]
Principal
P. N. Das College
Palta, Bengal Enamel, N. 24 Pgs.



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4. a) The Principal informed that the letter regarding Academic & Administrative audit sl authorities. It was further resolved that the Inter-departmental academic audits for the started.

b) The students' representative, Sri Unmesh Datta, opined that subject oriented or subj "Physics For You" etc. be procured by the college library to develop the interest of book

c) He also informed that the internet speed in the college library is very slow which is ca students.

d) He further opined that adequate number of books which have a high demand, be pr

e) Prof D. Chakroborty informed the members that all official procedure regarding pub been completed.

f) Prof. Bardhan enquired about the status of the college sports. The Principal informed Bachelor degree programme in Physical Education. She informed that during the rainy: front of the college is to be temporarily developed. Prof Bardhan proposed that women Kick-boxing may be introduced.

g) Prof Bardhan also proposed that financial help may be sought from corporate house their corporate social responsibility.

h) Prof B. Biswas gave a brief presentation of the new Building Plan to be submitted fc

i) The Principal informed that regarding the introduction of new courses Prof Bardhan end. The principal requested him to guide the college further on the matter.

j) Prof Bardhan proposed that the sky watching programme can be conducted in the v programme an eminent physicists can be invited.

k) The Principal informed that three members of our teaching staff underwent training conducted by IIT, Bombay on FOSS (Free and Open Source Softwares).

l) On the proposal of the Principal, the name of Dr B. Biswas as Nodal officer of the ab was unanimously accepted.

m) The convener proposed that Dr B. Biswas will present a lecture on FOSS on 19th Ju knowledge of the faculty members.

As there was no further agenda to be discussed, the meeting ended with a vote of the

Confirmed

10/2/16
Principal
P.N. Das College
Palta, Bengal Enamel, N. 24 Pgs.

Co-ordinator, IQAC
P. N. Das College
Palta

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



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NAAC ACCREDITED - 2016

Ref.:

Date

Date: 10.02.2018

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 3rd 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 3rd.

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 Enamel, N. 24 Pgs.


Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. S. I., Pin-743122


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



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Date

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

Members present -

- 1) Pte 10/2/18
- 2) P.O. 10.02.18.
- 3) U.L. Bandhan 10/02/18
- 4) Pratiba Acharyya 10/02/18
- 5) Sanjeev Kumar Khan
- 6) Shephali Vidyanta 10/2/18
- 7) Bipin 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 10th 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

Sharmika A.
(President, IQAC)


(Coordinator IQAC)
P. N. DAS COLLEGE
Palta, W.B.



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



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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 ~~also~~ 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 Enamel, N. 24 Pgs.


Co-ordinator, IQAC
P.N. Das College
Palta, 24 Pgs. (N), Pin-743122


Principal
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Ref.:

Date

Date: 04.09.2018

A meeting of the T. & A. C. Was held to-day (4.9.2018) at 2-30 P.M. Principal took the chair.

Members present

1. P. N. Das 4/9/18
2. Bidan 4/9/18
3. Sumanjan Basu 04/9/18
4. P. N. Das 4/9/18
5. Shephali Vidyanta.
6. Basumita Tarafdar 4/9/18
7. Kanch Sen Sarangi 4/9/18
8. Madhuchandra Lahiri 04/09/18.

A meeting of the IQAC will be held on 4th September 2018 at 2-30p.m to transact the following agenda. Members are requested to be present.

1. To read and confirm the proceedings of the last meeting, held on 19th May, 2018.
2. Report on action taken in respect of the proposals of the last meeting.
3. To place the Academic Calendar of the current session.
4. To discuss the plan of actions to be taken in the current session.
5. To discuss the action taken reports submitted by concerned departments in connection with the internal Audit Report.
6. To design the learning outcomes of the various departments for uploading on the college website.
7. Misc. if any

Chairperson
P. N. Das, IQAC

Coordinator, IQAC
Co-ordinator, IQAC
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743122

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



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Minutes of the proceedings of the meeting of the IQAC of P.N.Das College held on 04.09.2018 at 2.30 p.m in the IQAC room.

The Principal took the chair and declared the meeting open.

Agenda 1. The proceedings of the last meeting held on 19th May, 2018 were read and confirmed. When the Action Taken Report was presented by the Co-ordinator, the Principal enquired about the number of students who had participated in the entry-in- service coaching. The coordinator informed the house that a total number of one hundred eight students participated in the entry - in -service coaching. The Co-ordinator also pointed out that the Event Calendar would be slightly modified as the CBCS system has been started by the West Bengal State University. A greater number of events should be included for the month of March & April.

Agenda 2. The following Action Taken Report was placed by the Co-ordinator.

As per resolution of the meeting, held on 19.5.2018 the following actions were taken by the IQAC.

- The coordinator repeated that*
- A) The Principal, Dr Sharmila De, placed the papers of Dr Ajit Das in connection with the promotion under CAS.
 - B) A workshop on "Electronic Data Management & E-content Development" for the teaching staff was held on 5th July 2018. Dr Manas Kr Baidya, Associate Professor, Malda College, conducted the workshop. *at the 6 meeting ready consider*
 - C) Bridging- The -Gap , an orientation programme was organised on 9th & 10th July 2018 for the new students.
 - D) An orientation programme on uses of library was held on 16th to 19th JULY 2018 for 1st year students.
 - E) IQAC organized a three day workshop on newly introduced CBCS system on 9th to 11th July, 2018. Every department presented own power point for the same.
 - F) A counselling session for 1st yr students was held from 10th to 13th July on CBCS system.
 - G) A one day seminar on Stress Management was held on 27.8.2018. Dr Goutam Banerjee, neuro-psychiatrist, Smt Tatini Dutta, psychologist, Mr Tarun Kr. Dutta, psycho-counsellor met with students, teaching & non-teaching staff separately.

Agenda 3. The coordinator placed a modified Academic Calendar in accordance with the newly introduced CBCS system.

July	02/07/18	New Academic Session begins from 3 rd Yr week. Provisional Admission for 3 rd Yr. B.A/ B.Sc /B.Com
	09/07/18	Orientation programme for 1 st Yr, Sem-1 (Hons & Gen)
	10 -14 / 07/18	Counseling for 1 st Yr , Sem 1
	10 / 07 /18	New Academic Session begins for 2 nd Yr Provisional Admission for 2 nd Yr. B.A/ B.Sc /B.Com
August	18/8/18	Last date of changing subjects for (Sem 1)
	20/8/18	Last date of online registration (Sem1)
September	18/09/18 - 28/09/18	Internal assessment for B.A./B.Sc./B.Com. 1 st Yr. Sem 1
	18 -22 /9/18	Class Test for 2 nd & 3 rd Yr. B.A/ B.Sc /B.Com
October	14/10/18 -	Puja Vacation.

Principal
P. N. Das College
Palta, Bengal Enamel, N. 24 Pgs.
Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. (N). Pin-743122

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



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October	14/10/18 - 24/10/18	Puja Vacation.
November	05/11/18- 10/11/8	Puja Vacation.
	16/11/18	Class Test for BA/B.Sc./B.Com. 2 nd Yr. & 3 rd Yr.
	19/11/2018 onwards	Filling of forms for Sem - 1
December	1 st week of Dec	Test of Part-111
	10/12/2018	Admit cards distribution to 1 st yr students
	18/12/2018 onwards	Final Exams for Part-1 Sem 1 begins
	29/12/18 - 28/12/18	Practical Exams for Sem-1
	Last week of Dec	Publication of results of Part-111 Test
	2nd Week	Academic Session begins for 1 st Yr Sem 2
January	2 nd week	Test for Part-11
	18/01/19 onwards	Filling of forms for Part-111 University Exams
	21/01/19	Part-III Remedial Classes to be started
	Last week	Publication of results of Part-11 Test
February	1 st week onwards	Remedial classes of part-11 to be started
	15/2/19 onwards	Filling of forms for part II University Exams
	2 nd week	Entry in service coaching to be started
	4th week	Admit cards to be distributed to part 111 students
March	7/3/19 onwards	Final Exams of Part-111
	11/3/19 onwards	Filling of forms for Sem-2
April	4/4/2019 onwards	Admit cards distribution to part-11 students
	16/4/18 onwards	Internal assessments for 1 st yr Sem-2
	18/4/2018	Final Exams of part-11

[Signature]
Co-ordinator, IQAC
P. N. D.
Palta

[Signature]
P.N. Das College
Palta, Bengal Enamel, N. 24 Pgs.

[Signature]
Principal
P.N. Das College
Palta, Bengal Enamel, N. 24 Pgs.



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	29/4/19 onwards	Admit cards distribution to Sem-2 students
May	10/5/2019	Final Exam for 1 st Yr. Sem 2
June		Admission for new 1 st Yr. students (Session 2019-20)

Agenda 4. After the discussion it was resolved that the following actions will be taken in the session 2018-19.

- A language lab to be developed and the process to be initiated.
- To introduce the Post Graduate Course in Bengali & English.
- To promote the practice of e-module development.
- To encourage the students to prepare wall magazine in accordance with their new syllabus.

Agenda 5. The co-ordinator informed the house that the compliance report of the academic audit has not been submitted by any of the departments except department of Bengali. The Principal asked for a report from the Co-ordinator on the same.

Agenda 6. It was resolved that the learning outcomes of the various departments will be submitted by all of the departments as soon as possible. It was further resolved that in this regard actions will be initiated by Prof. Suman Ranjan Bandyopaddhay and Prof. Bablu Biswas.

Miscellaneous. A) The Co-ordinator suggested that the lesson plans will be submitted by the respective departments at the earliest.

B) The Principal stated that the AQAR for the session 2017-18 should be completed by 15th September 2018 and placed thereafter.

C) It was resolved that a seminar on "Aadhar and Privacy" would be held on the 1st week of October, 2018.

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

[Signature]
15/5/19
Principal
P.N. Das College
Palta, Bengal Enamel, N. 24 Pgs.

[Signature]
Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. (N), Pin-743122

[Signature]
Principal
P.N. Das College
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Date: 15.03.2019


A meeting of IQAC of P. N. Das College was
at 12-30 A.M. The Principal took the chair of the


Members present.

1. Kamal K. Bandyopadhyay	9. Dr. 15/3/19	13. C
2. Shephali Vidyamata	10. Chakraborty 15/3/19	
3. Sipa Chakraborty	11. A. S. 15/3/19	
4. Sanjeev Kumar Shaha	12. Sumangala Bandyopadhyay	
5. Prosenjit Pramanick		
6. Prasanta 15/3/19		
7. Bablu Biswas 15/3/19		
8. Madhuschanda Saha 15/3/19.		
9. Prasanta		
14. Nita Datta		

1. To read and confirm the proceedings of the last meeting 28-08-2018.
2. Report on action taken of the proposals of the last meeting.
3. To discuss about organizing a seminar on NAAC.
4. To analysis the feedback report taken from the student.
5. To invite the applications from the various department organizing U.G.C sponsored seminar.
6. To consider the date of academic and administrative at year 2018-2019.
7. Miscellaneous if any.


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


Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. 743122


CO-OR
P. N. DA
PALT


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



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Minutes of the proceedings of the meeting of the IQAC of P.N.Das College held on 15.3.2019 at 12 noon in the IQAC room.

The Principal took the chair and declared the meeting open.

Agenda 1. The proceedings of the last meeting, held on 4th September 2018 were read and confirmed.

Agenda 2. The following 'Action Taken' report was placed by the convenor.

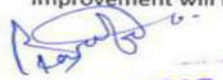
1. A workshop on "Fostering Scientific Temper" was organised on 7.9.2018. The Workshop was conducted by Sri Sourav Chakraborty, Dr. Ashok Sarkar, Dr. Sukumar Chandra Ghosh, members of Pashchim Banga Bigyan Mancha.
2. AQAR of the session 2018-19 had been submitted to the NAAC.
3. One Day Seminar on "The Indian Constitution, Privacy and Property : A Case of Biometric and Aadhaar" was organised on 9.10.2018. Dr. Agnidipta Tarafdar, Assistant Professor, The West Bengal National University of Juridical Sciences was present as resource person.
4. A Four Day Workshop on "To promote E-Classroom Teaching" was organised by IQAC on 10.12.2018 to 13.12.2018.
5. Learning Outcomes of all the departments had been collected. These would be uploaded on the college website.
6. Remedial classes were taken by most of the departments.
7. All the process regarding the promotion under CAS of Dr. Ajit Das has been completed.
8. Smt. Mita Dutta, a student of Bengali Honours had been inducted into the IQAC as students' representative.
9. A Career Fair was held on 25.1.2019. Five organisations participated in the fair. One hundred & four students had registered in the fair.

When the convenor placed the report the principal asked whether the Learning Outcomes of the CBCS system was uploaded. The convenor reported that Learning Outcomes of the earlier system had been uploaded and further changes if required of the CBCS system are being asked for from the respective departments.

Agenda 3. The Principal proposed to organise a seminar sponsored by NAAC. She also informed the house that a proposal should be sent early as the meeting of NAAC is to be held in the month of June, 2019. It was resolved that a state level seminar or workshop will be held. The Principal discussed some topics on which such seminar or conference can be held.

- A) Challenges of the New Accreditation Framework.
- B) Role of the Students in Overall Quality Improvement.
- C) Striking a Balance between Traditional and Digital Learning Accountabilities of the Teachers.

After discussion the house opined that the topic, Role of the Students in Overall Quality Improvement will be more acceptable.


Co-ordinator, IQAC
P. N. Das College
Palta, 27 Pgs. (N. Pin-7 743122)


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


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



P. N. DAS COLLEGE

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Agenda 4. The Principal reported that instead of a students' feedback report on each teacher, a students' satisfactory report for each department was done. It was noted that the students' satisfactory survey centred only around the academic facilities. So it was proposed that the earlier format where students' feedback related to office, canteen, library etc was there to be also included. It was resolved that both the modes be accepted.

Agenda 5. The convenor pointed out that the Departments of P.N.Das college had organised UGC sponsored seminars in 2016 lastly. She invited the applications from various departments for organising UGC sponsored seminars. The house unanimously decided to produce their proposals for UGC sponsored seminars.

Agenda 6. The principal proposed that the Academic and Administrative Audit for the session 2018-19 be fixed on and from 2nd April, 2019. It was resolved that the Academic and Administrative Audit will be done from 2nd April to 6th April 2019.

Agenda 7.

Miscellaneous. The Principal and the convenor and some other teachers informed that the result of CBCS 1st semester has been extremely good. The students of the Department of English and Bengali have secured positions at the university level.

b) The Principal proposed that the documentation for the list of activities for the session 2018-19 to be prepared by Professor K. Sen Banerjee and Prof M. Lahiri.

c) The Librarian, Sri Prasenjit Pramanik reported that a Book Talk Programme was held in the college where the students were asked to say something on one of the books already read by them. Two of the students were given joint first prize so as to inspire them further to inculcate the Reading Habit.

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d) the Principal also mentioned that the College Library has developed into one of the best library among the neighbour colleges. Consequently, the Librarian has been extending suggestions to the nearby colleges by giving lectures and providing in-college demonstration to the nearby colleges.

E) Dr B. Biswas also mentioned that the purpose of Green Audit has been amply spread amongst the students and teachers of the college. It was proposed by the Principal that a seminar on Environmental Audit be held by the IQAC, P.N. Das College.

As there was no further agenda brought for discussion, the meeting ended with a vote of thanks to the chair.

Sde
17/6/19
Principal
P.N. Das College
Palta, Bengal Enamel, N. 24 Pgs.

Sde
Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. Pin-743122

Sde
Principal
P.N. Das College
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Date: 17.06.2019

A meeting of T.B.A.C P.N. Das College was
on 17.6.2019 at 12 noon. The Principal

Members present.

1. Kamal K Baralhan
2. ~~17/6/19~~
3. ~~17/6/19~~
4. Chakraborty 17/6/19
5. Prosenjit Pramanick 17.6.19
6. Madhuchanda Dahiya 17/6/19.
7. Kanch. Sen Banerjee 17/6/19.
8. Sunanda Banerjee
9. Manjira Basu 17.06.19.
10. Bishu Biswas 17-06-19

Principal
P.N. Das College
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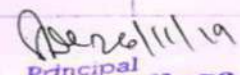
Minutes of the Meeting

Chairperson: Dr. S.De.

Coordinator: Dr. B. Tarafdar.

S. No.	Put forward by	Outcome of the discussion	Action to be taken
1.	Dr. B.Tarafdar	Read out the proceedings of the last meeting held on 15/03/19.	Confirmed by the House.
2.	Dr. B. Tarafdar	<p>The Coordinator informed the House that:-</p> <p>a) A Proposal, sent to NAAC for organizing a Seminar on "Student Satisfaction Survey: Role of Students in Quality Assurance and Assessment under the Revised Accreditation Framework", has been approved.</p> <p>b) The Academic & Administrative Audit for the Departments, Office and Library for the session 2017-18 was done on & from 2nd April to 6th April, 2019.</p> <p>c) As per our earlier proposal to organise a seminar on "Intellectual Property Rights" Dr Satyajit Dhar, Professor, Department of Business Administration, University of Kalyani was contacted and requested to deliver a lecture and he has kindly given his consent for the same. Two more Resource persons on the same topic are being contacted Dr. B.R. Ambedkar Shatabarshiki Mahavidyalaya has also given their consent to collaborate with us for the said seminar.</p> <p>d) The World Earth Day was celebrated on 22.04.2019. A large number of teachers and students participated in the seminar.</p> <p>e) A seminar on Drone was conducted by Chandan Sarkar, Department of Geography, on 23.4.19.</p>	


Co-ordinator, IQAC
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Principal
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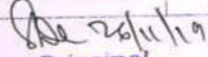
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3.	Dr. B. Tarafadar	The Coordinator informed the members that as the Proposal sent to NAAC for organizing a Seminar on "Student Satisfaction Survey: Role of Students in Quality Assurance and Assessment under the Revised Accreditation Framework" has been approved and a panel of three members has been sent for the one-day State level Seminar on 15.09.2019.	The House decided that the following be contacted from the three - member panel sent by the NAAC. Dr. A. P. Padhi, Former Vice-Chancellor & Member EC, NAAC & Member, EC, Central University, Sambalpur Dr. Shorosi Mohan Dan, Former Vice-Chancellor, University of Burdwan & Member EC, NAAC.
4.	Dr. S. De	The Principal, Dr. S. De informed the House that the Report of the Internal Audit has been handed over to the H.O.Ds of the respective departments with necessary suggestions. She also informed that the departments have been asked to place the Compliance Report of the follow- up actions taken.	Accepted
5.	Dr. B. Tarafadar	The Co-ordinator placed the Academic Calendar for the session 2019-20.	Unanimously accepted by the House.
6.	Dr. B. Tarafadar	Dr. B. Tarafdar placed the Event Calendar for the session 2019-20.	Accepted with a few modifications
7.	Dr. B. Tarafdar	Plan of Action for 2019-20 was placed : 1. To increase the number of in-house trainings conducted for e-module preparation by teachers so as to maximize the participation of teachers in the process. 2: All e-modules to be uploaded on the college website.	Accepted


Co-ordinator, IQAC
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Principal
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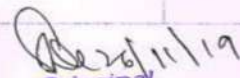
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3. To introduce internship programmes for students.
4. Introduction of Induction programme and structured mentoring.
5. Increase in the number of extension activities.
6. Academic and Administrative Audit by Peer Team.
7. Continuation of Earn-While-You-Learn scheme by the College.
8. MOU with neighboring college/s to enable the teachers to teach their subject of expertise to students of other institutions.
9. To arrange a Reunion program for ex-students.
10. Analysis of results to evaluate the effect of CBCS Curriculum.
11. Scanned copy of the IQAC resolutions to be stored.
12. Office should initiate the storage of scanned copies of Marksheets.
13. Rainwater harvesting project to be taken up.
14. All faculty records to be documented through Google Doc files for collective documentation and editing prior to upload as well as to facilitate better storage of data.


Co-ordinator, IQAC
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Date

Date: 26.11.2019

A Meeting of the IQAC, P.N.D.
held today on 26th Nov 2019 at
Principal / took the chair & declared

Members present :-

1. ~~Prasenjit~~ . 26/11/19 .
2. ~~Prasenjit~~ 26/11/19
3. L. K. Latha 26/11/19
4. Madalini 26/11/19 .
5. Shephali Vidyaanta . 26/11/19
6. Bipan Chakraborty 26/11/19
7. Karli Sen Sanjee 26/11/19 .
8. Sanjee Kumar Shaha 26/11/19
9. Bablu Biswas . 26/11/19
10. Prosenjit Pramanick 26.11.19
11. Mita Dutta - 26/11/19
12. .

Principal
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Minutes of the proceedings of the meeting of the IQAC, P. N. Das College, held on 26.11.19

Members present:-

1. Dr. Sharmila De
2. Dr. Madhuchhanda Lahiri
3. Dr. Basumita Tarafdar
4. Prof. Sanjib Dhar
5. Prof. Kakoli Sen Banerjee
6. Prof. Dipa Chakraborty
7. Prof. Suman Ranjan Bandopaddhayay
8. Dr. Kamal Bardhan
9. Dr. Shephali Vidyanta

Chairperson: Dr. Sharmila De

Coordinator: Dr. Madhuchhanda Lahiri

Sl. No.	Put forward by	Outcome of Discussion	Action to be taken
1.	Coordinator	Proceedings of the last meeting were read	Confirmed
2.	Coordinator	Action taken report put forward 1. NAAC sponsored One-day State level Seminar was held successfully on 14 Sept, 2019 2. Following the intimation of the Internal Academic and Administrative Audit Report to the HoDs of the respective Departments, the follow-up actions taken up by the Departments were asked for. 3. A One day University level Seminar on Intellectual Property Rights was held on 20 July, 2019 in collaboration with the IQAC, West Bengal State University; IQAC, Mahadevananda Mahavidyalaya; IQAC, Dinabandhu Mahavidyalaya, and IQAC, Dr. B.R. Ambedkar Shatabarshiki Mahavidyalaya.	
3.	Coordinator	<u>To report about the completion of the Academic and Administrative Audit</u> The Coordinator informed the members that the Academic and Administrative Audit for the post-NAAC period of three years from 2016-17, 2017-18, 2018-19 was held on 9 th November, 2019 by a three member panel constituted by the West Bengal State University	<u>AAA Team have lauded the efforts and activities of the college, the IQAC, the teaching as well as the non-teaching staff</u>

Madhuchhanda Lahiri
Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. (N), Pin-743122

She
10/10/2019
Principal
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She
Principal
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4.	Coordinator	<p>To discuss about the preparations for the submission of the AQAR for the session 2018-19</p> <p>The Coordinator informed that as the AQAR for the Session 2017-18 was submitted on 3rd Dec, 2018; consequently, the link for submitting the AQAR for 2018-19 will be available from 2nd Dec, 2019 onwards. Dr. M. Lahiri also informed that for preparing the Report the Criterion-wise division of AQAR amongst the IQAC members has been done in consultation with NAAC Convener, Prof. K.S. Banerjee.</p>	To be completed and uploaded on time
5.	Coordinator	<p>To discuss about the forthcoming activities as per the Event Calendar 2019-20</p>	Elaborate discussion and a few changes included
6.	Coordinator	<p>To discuss the plan of action for the remainder of the current to introduce internship programmes for students</p> <ol style="list-style-type: none">1. Internshala-India's largest internship platform and internship partner of AICTE Internshala Student Partner (ISP program for the students --- Internshala Student Partner (ISP is a work-from-college program where we hire students from different colleges across India and teach them essential skills like Public Speaking, Networking, Time Management & Customer Service in just 70 days.2. The Principal informed that Shyam Steel has offered internship for students.3. Dr. Bardhan opined that Internship in Remote Sensing from ISRO may be arranged for the Students of the Department of Geography. <p>Increase in the number of extension activities</p> <ol style="list-style-type: none">1. Programme on Cancer Awareness to be conducted on 28.11.2019 in association with Sanjeevani: Life Beyond Cancer	Feedback on mentoring is awaited.

M. Lahiri
20/11/19
Co-ordinator, IQAC
P. N. Das College
Palta, P.O. Pgs. (N), Pin-743122

A. S. Banerjee
10/10/2020
Principal
P. N. Das College
Palta, Bengal Enamel, N. 24 Pgs.

A. S. Banerjee
Principal
P. N. Das College
Palta, Bengal Enamel, N. 24 Pgs.



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	<p>2. Programme on Thalassemia Awareness and Screening to be conducted by State Thalassemia Control Unit under State Thalassemia Control Programme on 04.12.2019 at the initiative of NSS Unit, P.N.Das College</p> <p>3. Seminars on "Cyber Crime", "Stress Management", "Values in Life" to follow in the initial months of 2020.</p> <p>Introduction of Induction programme and structured mentoring Induction Programme has been introduced according to MHRD Guidelines. A list of heterogeneous group of students (Mentee) has been prepared and assigned to 1- 2 teachers (Mentor) which was handed over to the teachers in August 2019</p> <p>MOU with neighbouring college/s to enable the teachers to teach their subject of expertise to students of other institutions. MoU signed with Mahadevananda Mahavidyalaya, Barrackpore regarding Teacher – Student exchange Programme.</p> <p>Continuation of Earn-While-You- Learn scheme by the College the Scheme was successfully continued in Library for the current session also. A Programme on Gandhi Global Solar Yatra , initiated by IIT Bombay was held on 2nd October, 2019 where students from the college along with some students from Dinabandhu Mahavidyalaya, Bongaon prepared solar bulbs.</p>	
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Mehin
Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. N. 24 Pgs. P. n-743122

10/10/20
Principal
P.N. Das College
Palta, Bengal Enamel, N. 24 Pgs.

10/10/20
Principal
P.N. Das College
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7.	Coordinator	The Coordinator placed the application of Sri P. Pramanick for Career Advancement from Stage I to Stage II w.e.f. 25/11.2019. The House found that as all the requirements are met, the Coordinator requested the Principal to do the needful.	Placed and discussed.
6.	Principal	<ul style="list-style-type: none">Principal proposed that the following needs to be done with utmost urgency:<ol style="list-style-type: none">To arrange for the re-union of ex-students: The Principal said that ex-students are interested in the college now. So, an advertisement for Reunion could be given for motivating students and community.Scanned Copies of IQAC Resolutions be uploaded on the college website.Scanned Copies of mark sheets be preservedGoogle Doc File be initiated for collective DocumentationShe also opined that Feedback from Guardians, Teachers, Students and on syllabus has to be taken before the commencement of the 2020-21 session.Dr. Bardhan also suggested that the ex-students can be requested to provide some financial help. He also suggested that Dr. Amartya Dutta from ISI to conduct a seminar on Ancient Mathematics. The Principal Dr. S. De suggested that the local schools and colleges may be involved.The Librarian Sri. P. Pramanick reported that the current book talk was very encouraging and motivating for the students.	

M. Kalita
26/11
Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. (N), Pin-743122

S. De
10/10/2020
Principal
P. N. Das College
Palta, Bengal Enamel, N. 24 Pgs.

S. De
Principal
P. N. Das College
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Date: 10.10.2020

On Online Meeting of the IQAC, P.N. Das College is being held today on 10.10.2020 from
Member Present (Online & Offline Mode):

1. Dr. 10/10/2020
2. Madhuchhanda Lahiri. 10/10/2020.
3. Bipra Chakraborty 10/10/2020
4. Karsh. Sengupta 10/10/20
5. Anonjoya B. D. 10/10/20
6. Sanjay Kumar Shukla 10/10/20
7. Bablu Biswas 10/10/20

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



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Minutes of the Full Meeting of the IQAC held on 10th October, 2020 from 12.30 p.m.

Members Present:

1. Dr Sharmila De, Principal, P.N. Das College
2. Dr Madhuchhanda Lahiri, Coordinator, IQAC
3. Dr Basumita Tarafdar, Member
4. Prof Sanjib Dhar, Member
5. Prof Suman Ranjan Bandyopadhyay, Member
6. Prof Dipa Chakraborty, Member
7. Prof Kakali Sen Banerjee, Member
8. Dr Bablu Biswas, Member
9. Sri Prasenjit Pramanick, Member
10. Smt Prativa Acharya, Member
11. Dr Kamal Bardhan, External Member
12. Dr Shephali Vidyanto, External Member

An Online Meeting of the IQAC was held on 10/10/2020 to discuss the following agenda:

❖ Agenda I: To read and confirm the proceedings of the last meeting held on 26/11/19

The Coordinator IQAC, Dr M.Lahiri read out the minutes of the last meeting held on 26/11/19 which was unanimously accepted by the House.

Agenda No.	Agenda of 26/11/19 Meeting	Note
Agenda I:	To read and confirm the proceedings of the last Meeting held on 17.06.2019	Read and Confirmed
Agenda II:	To report on Action Taken measures of the Proposals of the last meeting	Presented by Coordinator
Agenda III:	To report about the completion of the Academic and Administrative Audit conducted by the WBSU on 9th Nov, 2019	Coordinator informed the House about the successful completion of AAA
Agenda IV:	To discuss about the preparations for the submission of the AQAR for the session 2018-19	Topic-wise criterion had been allocated to the members for data collection and compilation.
Agenda V:	To Report about the WBSU Results of the Semester II students	Results of some students have been received as RW
Agenda VI:	To discuss the scope and feasibility of providing Seed Money for the Session 2019-20 to the Faculty members to promote Research Activities	To be continued as earlier
Agenda VII:	To discuss about the forthcoming activities as per the Event Calendar 2019-20	Coordinator informed that activities undertaken by college, IQAC, Departments, NCC, NSS proceeding as per their schedule in Event Calendar
Agenda VIII:	To discuss the plan of action for the remainder of the	Done. Stress to be given more on

M. Lahiri
Co-ordinator, IQAC
P. N. Das College
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S. De
Principal
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S. De
Principal
P. N. Das College
Palta, Bengal Enamel, N. 24 Pgs.



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	current session	conduct of extension activities
Agenda IX:	Miscellaneous, if any	Discussed

❖ **Agenda II: To report on Action Taken measures of the Proposals of the last meeting**

The Coordinator placed the following Action Taken Report of Proposals of the last Full Meeting of IQAC held on 26.11.2019:

S.No.	PROPOSAL	ACTION TAKEN
1.	To invite applications for providing Seed Money for the remainder of the Session 2019-20 to the Faculty members to promote Research Activities	Under process. Will be disbursed once the normal college starts
2.	To discuss about the process of filling the Google Form by the Faculty for the sharing of research and publication information	Shared on the college group WA; To be mailed again individually today.
3.	to avail Major Research Project from other Universities/ Institutions.	Not Done
4.	the urgent need for arranging a Reunion	Not Done, to be finalized today.
5.	To contact the Reliance group for imparting training to a batch of 50 college students and at the conclusion of a successful training, job can be obtained by two students	Could not be held because of the subsequent closure of college due to Govt. directives.
6.	To start programmes on Skill Development such as a course on Karate and Yoga	Workshop on Self defence held on 6 th March, 2020; Workshop on Yoga for beginners held on 21.06.2020; Weekly Online yoga Programmes started for Students and teaching and Non-teaching Staff.
7.	A workshop on the Corona Virus pandemic decided to be held	Successfully conducted an Online Webinar on the College Foundation Day on 20 th Aug, 2020 on Science and Pandemic by Paschimbango Bigyan Mancho
8.	A programme on Career Fair to be held	Programme "Career Fair 2020" held on 15.02.2020
9.	A Seminar on Revised Accreditation Framework to be held by NAAC	One-day University level workshop on Strategic approaches to the Revised Accreditation Framework, conducted by Dr B.S. Madhukar, Advisor, NAAC

S.K. Ghosh
11/11/2021
Principal
P.N. Das College
Palta, Bengal Enamel, N. 24 Pgs.

M. Mahanta
Co-ordinator, IQAC
P. N. Das College
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S.K. Ghosh
Principal
P.N. Das College
Palta, Bengal Enamel, N. 24 Pgs.



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❖ **Agenda III: To Discuss the Plan of Action for the Session 2020-21 and the compliance of Plan of Action for 2019-20**

The Coordinator Dr M Lahiri presented the following Compliance Report of the last Meeting:

Compliance Report of the Action Plan for 2019-20

S.No.	Action Planned for 2019-20	Compliance Status thereof
1.	To increase the number of in-house trainings conducted for e-module preparation by teachers so as to maximise the participation of teachers in the process	Done i. A series of Department-wise Workshops conducted by Prof Suman Ranjan Bandyopadhyay in Nov, 2019 on E-module Development ii. 3 -day Online Workshop conducted by Prof Suman Ranjan Bandyopadhyay, Dr Bablu Biswas and Sri Prasenjit Pramanick on 06.06.2020, 08.06.2020, and 09.06.2020 on "The Innovative Use of Information and Communication Technology in Teaching – Learning and Research" iii. Workshop on Development of e-LRMS and e-Modules conducted by Prof Suman Ranjan Bandyopadhyay on 26.11.2019 at Prasanta Chandra Mahalanobis College iv. Workshop on e-Module Development conducted by S. R. Bandyopadhyay in DBRASM on
2.	To introduce internship programmes for students	Not Done Dr. Bardhan had suggested that Internship in Remote Sensing from ISRO may be arranged for the Students of the Department of Geography: Not Done
3.	Introduction of Induction programme and structured mentoring	A fresh list of students with their contact numbers have been provided. The groups have been reconstructed so as to include one male and one female mentor. Online mentoring to be done.
4.	Increase in the number of extension activities	Physical conduct of Extension Activities could not be pursued for a part of 2019-20 because of corona virus pandemic. i. Cancer Awareness Programme on 26.11.2019 ii. Thalassemia Awareness and Screening Programme held on 04.12.2019 iii. Christmas Day Celebration with orphan children of Shishu Bhavan with distribution of Cakes, Confectionaries inside Socks etc on 24.12.2019 iv. Distribution of Blankets to the children of Shishu Bhavan on 27.12.2019 v. Dengue & Chikungunya Awareness Programme on 29.02.2020 vi. Workshop on Self- defence on 06.03.2020 vii. Cleanliness drive and Awareness Programme on Dengue & Chikungunya conducted on 08.03.2020

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5.	<u>Academic and Administrative Audit by Peer Team</u>	Academic and Administrative Audit for the post- NAAC period of three years from 2016-17, 2017-18, 2018-19 was held on 9 th November, 2019 by a three-member panel constituted by the West Bengal State University, comprising of Dr Samantak Das (Jadavpur University), Dr Subir Biswas (WBSU) and Dr. D. Biswas (Calcutta University). For this, an Annual Report for each of the three years had been prepared and presented to them. They have lauded the efforts and activities of the college, the IQAC, the teaching as well as the non-teaching staff and called upon all to document and showcase all the good works properly.
6.	Continuation of Earn-While-You-Learn scheme by the College	The Scheme was successfully continued in Library for the current session also
7.	MOU with neighbouring college/s to enable the teachers to teach their subject of expertise to students of other institutions.	MoU signed with Dr. B. R. Ambedkar Satabarshiki Mahavidyalaya, Helencha; Virtual Classes of DBRASM started by the Department of Physical Education on 21.09.2020 and by the Department of English from 06.10.2020
8.	To arrange a Reunion program for ex-students	An Online Reunion Programme arranged on 19.09.2020. comprising of cultural programmes, sharing of experiences and memories by both faculties and ex-students. Registration done by 83 ex-students and attended by over 63.
9.	Analysis of results to evaluate the effect of CBCS Curriculum	Not yet done
10.	Scanned copy of the IQAC resolutions to be stored	Uploaded on the college website
11.	Office should initiate the storage of scanned copies of Marksheets	Done
12.	Rainwater harvesting project to be taken up	Could not be pursued because of the lack of fund
13.	All faculty records to be documented through Google Doc files for collective documentation and editing prior to upload as well as to facilitate better storage of data.	Google Form shared with the faculty for record-keeping of RC /OP/ Seminar/ Conference/Webinar/ STC attended by them

The Coordinator also presented the following Plan of Action for the session 2020-21:

Action Plan for the Session 2020-21

1. Timely submission of AQAR 2019-20
2. To continue organizing qualitative enrichment programmes for Teachers regarding e-module preparation, LMS, online conduct of Teaching- Learning and use of E-Resources.
3. To organize extension and outreach programmes with NSS
4. To introduce internship programmes for students.
5. Introduction of Online Structured mentoring
6. Online Induction programme
7. Academic and Administrative Audit for 2019-20


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8. Continuation of Earn-While-You-Learn scheme by the College
9. To collect Feedback from Teaching, Non-Teaching staff, Alumni and Guardians/Parents
10. To register the Alumni Association.
11. Rainwater harvesting project to be taken up.
12. To organise a National Level Webinar on Qualitative issues/ Submission of AQAR according to RAF in collaboration with NAAC
13. Introduction of Digital Literacy programme for the elderly

❖ **Agenda 4: To present the Academic and Event Calendar for 2020-21**

The Convenor, Academic Committee Prof. Dipa Chakraborty placed the Academic Calendar for the session 2020-21. In view of the unprecedented situation arising out the world-wise COVID-19 pandemic and the associated closure of off-line teaching-learning process in educational institutions and suspension of all University Examinations, only a tentative schedule was presented and was unanimously decided to be modified as per the future Government Orders and notifications.

The Coordinator presented the following Event Calendar for the Session 2020-21:

Event Calendar for 2020-21

Month/Year	Events
July 2020	Orientation of Hons Students
	Orientation of General Students
	Online Coaching for Competitive Exams (Online Entry-in-Service Scheme)
August 2020	Extension Programme on Science and Pandemic
	Online Celebration of College Foundation Day
	Weekly Online Classes on Yoga for Students
	Weekly Online Classes on Yoga for Staff
	Webinar on Portal based Data Management
September 2020	Online Celebration of Teacher's Day
	Webinar on Online Evaluation System
	Online Alumni Meeting/ Online Reunion
	International Webinar by Department of Commerce (collaboration with IQAC)
October 2020	Departmental Webinar by Physical Education (collaboration with IQAC)
	Inter-departmental Webinar on Research Methodology by Economics and Education (collaboration with IQAC)
	Initiation of Digital Literacy Programme for the Elderly
November 2020	Orientation Programme of 1 st Sem Students
	Sensitizing Students to maintain Cleanliness and Hygiene in association with NSS
	To organize a National level webinar on Qualitative Issues/ Submission of AQAR according to RAF in collaboration with NAAC
December 2020	Gender Sensitization Programmes
	Departmental Webinar by History (collaboration with IQAC)
	Webinar/ web-workshop on Entrepreneurship
January 2021	Programme on Moral Values/ Ethics on the National Youth Day
	Extension/ Outreach Programme on Popular Mathematics with local educational institutions

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February 2021	In-house annual training programme series on e-content development Academic and Administrative Audit for 2019-20 Programme on Environmental Issues Programme on Cancer Awareness on World Cancer Day
March 2021	Programme on International Mother Language Day Programme on Sustainability of the CBCS Curriculum Extension and outreach Programme to be conducted with industry/ community Programme on Girl Child on International Women's Day
April 2021	Programme on Earth Day by Department of Geography Web-Workshop on Intellectual Property Rights/ Copyrights/ Patents (April 26)
May 2021	Awareness Programme on Thalassemia and AIDS Webinar on Teaching-Learning and Research
June 2021	Extension/ Outreach Programme on World Environment Day involving local school students Programme on Yoga for the Elderly

❖ **Agenda 5: To present the SWOC analysis**

The Coordinator presented the SWOC analysis of the college which was further discussed by the members.

SWOC Analysis P.N. Das College

Strength:

1. The College has a well-qualified and dedicated faculty.
2. Fully automated central library on KOHA cloud having Nearly 15,000 books, periodicals as well as CDs. Doing Photocopy, Scanning and Printing facilities are available to both students and faculty. N-list membership, conducted by INFLIBNET, which ensures access to over 35 lakhs of books and thousands of e-journals. Departmental Academic and Event Calendars, Syllabus and Test as well as University Question Papers are maintained in both soft copy and hard copy format. 5 computers specifically earmarked in the central library for use by students and the faculty. Separate wifi connectivity for the central library
3. A separate departmental library and computer/ laptops allotted to each department.
4. Cent percent of the teachers use ICT tools to qualitatively improve upon the learning experience of the students through the use of Google classroom, providing 4 -quadrant e-modules to the students, uploading videos of Tutorials on youtube and providing the students with the links, taking live online classes using zoom/ teamlink/ Google Meet platform during the closure of college as a result of the COVID 19 pandemic and upload of study materials, tutorials and assignments both MCQ and broad answer type on the Learning Management System in college website.
5. Mechanism is available for direct mentoring and counselling of students by faculty, interacting with students, and directing them to upgrade their skills.
6. A friendly and fully automated college office with nearly the entire data maintained in soft copy form.

Weakness:

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1. Number of volumes and journals in the department library need to be increased. Number of journals in the Central Library also needs to be increased. Also, the footfall of staff and students needs to be increased in the central library so that there is maximum utilization of the available library resources. Also, there should be an increase in the use of enlist membership that has been obtained by the college at a considerable fee.
2. There should be an Industry Academia Interaction Cell to consider all possible ways to initiate a continual and sustainable interaction with the industry. This can be in the field of preliminary trainings provided by the industries, conducting on-campus as well as off-campus recruitment drives for general degree holders so as to improve upon their job market opportunities.
3. More effort is needed to increase the number of state/central government funded projects to improve upon the inflow of financial resources to the institution.
4. a) Soft skills and communication skills of students need to be improved.
b) Programmes and courses on soft skills, life skills, ethics need to be introduced.
5. Student and staff are to be encouraged for paper presentation at various National/ International conferences, workshops and seminars as well as publication of quality papers in SCI/ SCIE/SSCI/AHCI/SCOPUS/ Google Scholar/UGC- listed or UGC Care listed journals.
6. Programmes on Gender Sensitization at the community as well as institutional level needs to be initiated and pursued.

Opportunities:

1. The location of the college in a semi-rural area with a mixed population comprising of middle class semi-rural families, small traders, on one hand and agricultural labourers, daily wage earners, a substantial number of SC population and tribal people in the vicinity of the college provide ample scope for the college to engage in community-based awareness activities and extension programmes.
2. As the college is situated in a rural and backward locality, so programmes on development of soft skills like tailoring, handworks etc by the poor, illiterate and semi-literate rural people can be initiated.

Challenges/ Threats:

1. The presence of a number of Degree Colleges in the vicinity pose serious challenges to the enrolment of sufficient students in our college during the admission procedure.
2. The dreams of the local people to get admitted to the colleges in the heart of the city, also provides a serious challenge to the admission to the first-year degree course of a rural college like ours.
3. The college is facing severe challenge with the drying up of different sources of grants and govt funding. This has led to an ever-widening gap between the revenue and expenditure which has consequently led to a continual erosion of the asset base of the college.
4. Country-wide labour market trend has been posing serious challenges to the employment potential of degree college graduates. This has resulted in fewer industry-academia interaction at the level of general degree colleges, and even fewer campus recruitments. This produces a further dampening effect on the enthusiasm and inclination of higher secondary pass outs with good marks to get admitted in a rural degree college like ours.

- ❖ Agenda 6: To present the analysis on Feedback Reports of SSS, Staff Feedback, Alumni Feedback and Feedbacks on Activities undertaken and discuss the corrective measures required, if any.

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The Feedback Reports of the Student Satisfaction Survey, Alumni, Feedback on Library and Activities Undertaken were presented by the Coordinator. The

S. No.	Feedback Analysed	Percentage of Respondents satisfied with the services/ Activities	Suggestions for further Improvement, if any.
1.	Student Satisfaction Survey	70 -80 %	<ol style="list-style-type: none">1. Ease and increase in no. of provision of Reference Books2. Improvements in canteen, girls' toilet and drinking water facilities
2.	Alumni	Over 90%	<ol style="list-style-type: none">1. Registering the Alumni Association2. Organising a Reunion Programme annually, if not more frequently3. Having an you tube channel
4.	Library	Over 80%	<ol style="list-style-type: none">1. Scope of improvement in the use of WEBOPAC and e-resources like ND, NLIST, NMEICT and others;2. Increase in the reference books of certain subjects like English, Bengali, History, Computer and Chemistry3. Improvement in wifi facilities in library and increase in the number of computers for students
5.	Activities	Over 90%	<ol style="list-style-type: none">1. A few suggestions regarding improvements in technical aspects of online programmes conducted.
6.	Syllabus	60-70%	<ol style="list-style-type: none">1. Scope for improvement in stating the Learning objectives2. Suggestions for including certain topics in some subjects3. Suggestions for reducing the syllabus to suit the semester system

It was decided further that Feedbacks from Parents/ Guardians and Staff needs to be taken.

- ❖ **Agenda 7: To discuss the preparation for submission of AQAR for the session 2019-20**
The AQAR was divided criterion-wise and each criterion was allotted to one of the members for collection of data and other information. It was decided that a few teachers will assist each of the member teachers in the process.

- ❖ **Agenda 8: To place the CAS proposal of Prof. Suman Ranjan Bandyopadhyay**
The Proposal for Promotion of Prof Suman Ranjan Bandyopadhyay from Stage 2 to Stage 3 under Career Advancement Scheme was presented by the Principal. After a thorough checking of all sections of the CAS proposal, it was unanimously accepted that Prof S.R.


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Bandyopadhyay satisfies all the requirements and hence the coordinator requested the Principal to do the needful.

❖ **Agenda 9: To consider the application of Jhumpa Ghosh and Debaroti Das for Grant of Seed Money**

The coordinator placed the applications of both Prof. J. Ghosh and Prof D. Das along with the documents submitted by them. The Principal put forth the proposal that may it be discussed in the next Finance Committee Meeting.

❖ **Agenda 10: Miscellaneous, if any**

As there was no further agenda to be discussed, the Meeting ended with a vote of thanks to the Chair.

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10/07/2024
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11/11/2024
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Date: 11.01.2021



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Date 11/01/21

Notice

An Online Meeting of the IQAC comprising of both internal and external members will be held on 11th January (Monday) from 1.00p.m. to discuss the following agenda. Members are kindly requested to be present.

Google Meet Link
<https://meet.google.com/pxk-eybe-tjw>

Agenda:

1. To read and confirm the proceedings of the last Meeting
2. To report on Action Taken measures of the Proposals of the last meeting
3. To present the AQAR for the Session 2019-20
4. To discuss about the newer methods of teaching -learning in the context of virtual modes of education
5. To initiate the process of collection of Feedbacks from Guardians/ Parents and Staff
6. To discuss the Proposal of Re-fixation of Dr Madhuchhanda Lahiri in the grade of Assistant Professor (Stage 3) as per the new GO
7. Miscellaneous, if any.

Madhuchhanda Lahiri
CO-ORDINATOR
IQAC
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PALTA, W.B.

Handwritten signatures and dates:
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2. [Signature] 11/01/21
3. [Signature] 11/01/21
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An Online/offline Meeting of IQAC with both internal and external members is being held today on 11.01.2021 from 1.00 p.m.

Members Present :-

1. De 11/1/2021
2. ~~De~~ 11.01.2021
3. Laxmanjan Banerjee 11/1/2021
4. M. Sahin 11/01/21
5. Binjal Kumari Das 11/01/21
6. Basumita Tarafder 11/01/21
7. Rakshita Banerjee 11/01/21
8. Pratima Acharya 11/01/21
9. Bipra Chakraborty 11/1/21
10. Bablu Biswas 11/1/21

M. Sahin 11/1/2021
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Minutes of the Full Meeting of the IQAC held on 11th Jan, 2021 from 1.00 p.m.

Members Present (Mode of Presence):

1. Dr Sharmila De, Principal, P.N. Das College and Chairperson: (Online & Offline)
2. Smt Manju Basu, Member (Management): Offline
3. Dr Madhuchhanda Lahiri, Coordinator, IQAC: (Online & Offline)
4. Dr Basumita Tarafdar, Member: (Online & Offline)
5. Prof Sanjib Dhar, Member: (Online & Offline)
6. Prof Suman Ranjan Bandyopadhyay, Member: (Online & Offline)
7. Prof Kakali Sen Banerjee, Member: (Online & Offline)
8. Prof Dipa Chakraborty, Member: Online
9. Dr Bablu Biswas, Member: Online
10. Sri Prosenjit Pramanick, Member: Online
11. Smt Pratiba Acharya, Member (office): (Online & Offline)
12. Dr Kamal Bardhan, External Member: Online
13. Dr Shephali Vidyanto, External Member: Online
14. Sri Jaideep Banerjee External Member: Absent
15. Miss Mita Dutta, Student: Absent

An Online Meeting of the IQAC was held on 11/01/2021 to discuss the following agenda:

- ❖ **Agenda I: To read and confirm the proceedings of the last meeting held on 10/10/2020**
The Coordinator IQAC, Dr M.Lahiri read out the minutes of the last meeting held on 10/10/2020. It was unanimously confirmed by the House.

Agenda No.	Agenda of 10/10/20 Meeting	Note
Agenda I:	To read and confirm the proceedings of the last Meeting held on 26.11.2019	Read and Confirmed
Agenda II:	To report on Action Taken measures of the Proposals of the last meeting	Presented by Coordinator
Agenda III:	To Discuss the Plan of Action for the Session 2020-21 and the compliance of Plan of Action for 2019-20	Both presented by Coordinator
Agenda IV:	To present the Academic and Event Calendar for 2020-21	Academic Calendar presented by the Convenor of the Academic Committee; Event Calendar presented by the Coordinator
Agenda V:	To present the SWOC analysis	Presented by Coordinator
Agenda VI:	To present the analysis on Feedback Reports of SSS, Staff Feedback, Alumni Feedback and Feedbacks on Activities undertaken and discuss the corrective measures required, if any.	Feedback Reports on SSS, Alumni, Library and Activities undertaken presented by Coordinator
Agenda VII:	To discuss the preparation for submission of AQAR for the session 2019-20	Done
Agenda VIII:	To place the CAS proposal of Prof. Suman Ranjan Bandyopadhyay	Placed and unanimously accepted.

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Agenda IX:	To consider the application of Jhumpa Bose and Debaroti Das for Grant of Seed Money	Discussed.
Agenda X:	Miscellaneous, if any	No further agenda was discussed

Agenda II: To report on Action Taken measures of the Proposals of the last meeting

The Coordinator placed the following Action Taken Report of Proposals of the last Full Meeting of IQAC held on 10.10.2020:

S.No.	PROPOSAL	ACTION TAKEN
1.	Initiating the process of filling the Google Form by the Faculty for the sharing of research and publication information	Circulated and Information received for the session 2019-20
2.	Arranging a Reunion	Online Reunion arranged on 20.09.2020
3.	Registering the Alumni Association	Yet to be done
4.	Modifications of the tentative Academic Calendar as per Government and University Orders and Circulars	All Admission procedures and University Examinations conducted and completed as per Academic Calendar and University Guidelines; Sem I class for 2020-21 also started
5.	To provide seed money to J. Ghosh and D. Das	To be provided
6.	To invite applications for providing Seed Money for the remainder of the Session 2020-21 to the Faculty members to promote Research Activities	Applications to be invited soon
7.	To continue organizing qualitative enrichment programmes for the current session	1. Online Training Programme for Competitive Exams (Entry-in-Services) started on 20.08.2020 and completed. 2. One-day State level Training Programme for Teaching and Non-teaching staff organized on "HRMS, Banglaruchahashiksha and related Portals" on 24.08.2020 3. Workshop on Emerging Trends in Online Evaluation System held on 15.09.2020 4. National level Webinar on "Research Methodology in Social Sciences" organized on 30.09.2020
8.	Initiating the Structured Mentoring in online mode	Initiated
9.	Online Induction Programme	Orientation as well as Induction Programmes conducted at both College and Departmental levels

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10. Introduce Internship Programmes for students	Yet to be initiated
11. Academic and Administrative Audit for 2019-20	To be held in April 2021
12. Continuation of Earn-while-You-Learn Scheme	To be undertaken for the session 2020-21 when resumption of physical classes occurs
13. To organize Extension and Outreach Programmes with NSS	Programme on Cancer Awareness held on 31.07.2020
14. To organise a National Level Webinar on Qualitative issues/ Submission of AQAR according to RAF in collaboration with NAAC	To be initiated
15. To initiate the process of installation of solar panels	Proposal to be furnished within January 2021
16. Rain water harvesting project	To be started within January 2021

Agenda III: To present the AQAR for the Session 2019-20

The Coordinator, Dr M. Lahiri, presented the AQAR for the session 2019-20 which was unanimously accepted by the House.

Agenda IV: To discuss about the newer methods of teaching -learning in the context of virtual modes of education

The Coordinator put forth that newer methods of teaching -learning in the ongoing virtual mode of education being pursued as a result of the suspension of physical classes because of corona virus pandemic, needs to be found out to make the process more interesting and fruitful for the learners. Suggestions were invited from the members. The Principal suggested that a Google Form will be shared with members soon inviting suggestions from them on the subject.

Agenda V: To initiate the process of collection of Feedbacks from Guardians/ Parents and Staff

The Coordinator informed the House that Google Form Feedback form in bilingual form has to be sent to the parents/Guardians for the current session. She also requested the Principal to share the Feedback Forms for the teaching and non-teaching staff.

Agenda VI: To discuss the Proposal of Re-fixation of Dr Madhuchhanda Lahiri in the grade of Assistant Professor (Stage 3) as per the new GO

The Principal placed the proposal of Dr Madhuchhanda Lahiri for Re-fixation (Re-designation) from Assistant Professor Stage 2 to Stage 3 on her due date of 20.10.2012 vide GO No. 1909 – Edn(CS)/5P-43(2019)dated 19/11/2019. Dr M Lahiri stated that her promotion date was delayed to 23/01/2014 from her due date (20.10.2012) subsequent to her completion of Refresher Course on this date.

The House found that as she satisfies all other requirements, it unanimously accepted the proposal and requested the Principal to do the needful.

Agenda VI: Miscellaneous, if any

1. The Coordinator informed the House that Training Programmes/ Workshops are being planned for state/ national level students and research scholars to be conducted by the teaching faculty of the college in the remainder of the current session. Dr M Lahiri, Prof K. Sen Banerjee and a few others have given their consent for the same.

Mehina
Co-ordinator
P. N. Das College
Palta, 24 Pgs. (N), Pin-743122

3

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

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



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2. The Coordinator stated that with the retirement of Smt Prativa Acharyya, member (office) in Jan'2021 and the completion of degree course by Mita Datta, member (student), the process to introduce new members to represent the concerned section has to be initiated. She requested the Principal to do the needful.
3. Dr Shefali Vidyanto sought to know about the future programmes of the IQAC for the remainder of the current session. The Coordinator clarified that all activities as per the Event Calendar, placed in the last meeting of the IQAC, is being held with some disruptions in the month of Nov, and Dec, 2021 due to the ongoing University examinations (Part III, Part II, Part I, Sem II and Sem IV) in these months. These programmes will be adjusted accordingly.

As there was no further agenda to be discussed, the meeting ended with a vote of thanks to the Chair.

M. Sahin
4/1/2021
Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. Enamel, Pin-743122

S. Sen
Principal
P.N. Das College
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Date: 04.08.2021



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Notice

An Online Meeting of the IQAC comprising of both internal and external members will be held on 4th August ²⁰²¹ from 7.00 p.m. to discuss the following:


Agenda:

1. To read and confirm the proceedings of the last Meeting
2. To report on Action Taken measures of the Proposals of the last meeting.
3. To discuss the status of Self Study Report for submission of IIQA.
4. To frame the schedule for internal AAA for the session 2020-21.
5. To consider the applications of following Teaching Staff for promotion under CAS
 - a) Dr. Madhuchhanda Lahiri from Assistant Professor Stage 3 to Stage 4
 - b) Dr. Bablu Biswas from Assistant Professor Stage 2 to Stage 3
 - c) Prof Ajay Choudhary from Assistant Professor Stage2 to Stage3
 - d) Dr. Chandan Sarkar from Assistant Professor Stage 1 to Stage 2
6. To discuss about the Entry-in-Service Scheme for the forthcoming Session
7. To report on the various Certificate Courses initiated by the college during the year.
8. To prepare the Academic Calendar for 2021-22.
9. Miscellaneous, if any.

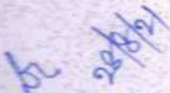
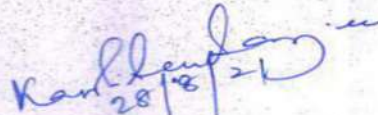
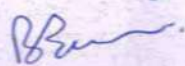
All are requested to attend the meeting.

Meeting Link:

Video call link: <https://meet.google.com/nbr-geyi-ohh>


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


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


28/8/21

28/8/21




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Notice

An Online Meeting of the IQAC comprising of both internal and external members will be held on 4th August, 2021 from 7.00 p.m. to discuss the following:

Agenda:

1. To read and confirm the proceedings of the last Meeting
2. To report on Action Taken measures of the Proposals of the last meeting
3. To present the Action Taken Report on Plan of Action for 2020-21 and discuss Action Plan for the session 2021-22
4. To discuss the status of Self Study Report for submission of IIQA.
5. To frame the schedule for Internal AAA for the session 2020-21.
6. To consider the applications of following Teaching Staff for promotion under CAS
 - a) Dr. Madhuchhanda Lahiri from Assistant Professor Stage 3 to Stage 4
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 - c) Prof Ajay Choudhary from Assistant Professor Stage2 to Stage3
 - d) Dr Chandan Sarkar from Assistant Professor Stage 1 to Stage 2
7. To discuss about the Entry-in-Service Scheme for the forthcoming Session
8. To report on the various Certificate Courses initiated by the college during the year.
9. To prepare the Academic Calendar for 2021-22
10. To discuss on Programme Outcomes (PO), Programme Specific Outcomes (PSO) and Course Outcomes(CO)
11. Miscellaneous, if any.

All are requested to attend the meeting.

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



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Date: 04.08.2021



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NOTICE

An Online Meeting of the IQAC comprising of both internal and external members will be held from 7.00 p.m. to discuss the following:

Agenda:

1. To read and confirm the proceedings of the last Meeting
2. To report on Action Taken measures of the Proposals of the last meeting
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 - c) Prof Ajay Choudhary from Assistant Professor Stage 2 to Stage 3
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7. To discuss about the Entry-in-Service Scheme for the forthcoming Session
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9. To prepare the Academic Calendar for 2021-22
10. To discuss on Programme Outcomes (PO), Programme Specific Outcomes (PSO) and CO
11. Miscellaneous, if any.

All are requested to attend the meeting.

Meeting Link:

Co-ordinator,
P. N. Das College
Palta, 24 Pgs. (N).

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



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Date

of an Online Meeting of the IQAC, P. N. Das College, held on
4th August, 2021, at 7:00 pm.

Members Present (ONLINE)

1. Dr. Sharmila De, Principal.
2. Dr. Madhuchhanda Lahiri, Co-ordinator, IQAC.
3. Prof. Sanjib Kumar Dhar
4. Dr. Basumita Jarafdar
5. Prof. Suman Ranjan Baskyopadhyay
7. Prof. Kakoli Sen Banerjee
8. Dr. Bablu Biswas
9. Sri Prosenjit Pramanick.
10. Dr. Kamal Bardhan
11. Prof. Shephali Vidyanta
12. Smt. Mekha Biswas

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



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Minutes of IQAC Meeting held online on 04.08.2021

1. To read and confirm the proceedings of the last Meeting

The Coordinator IQAC, Dr M. Lahiri read out the minutes of the last meeting held on 11.01.2021 which was unanimously accepted by the House.

Agenda No.	Agenda of 11/01/20 Meeting	Note
Agenda I:	To read and confirm the proceedings of the last meeting held on 11.01.2021	Read and Confirmed
Agenda II:	To report on Action Taken measures of the Proposals of the last meeting	Presented by Coordinator
Agenda III:	To present the AQAR for the Session 2019-20	Presented by Coordinator
Agenda IV:	To discuss about the newer methods of teaching -learning in the context of virtual modes of education	Discussed
Agenda V:	To initiate the process of collection of Feedbacks from Guardians/ Parents and Staff	Presented by Coordinator
Agenda VI:	To discuss the Proposal of Re-fixation of Dr Madhuchhanda Lahiri in the grade of Assistant Professor (Stage 3) as per the new GO	Presented
Agenda VII:	Miscellaneous, if any	Discussed

2. To report on Action Taken measures of the Proposals of the last meeting

The Coordinator placed the following Action Taken Report of Proposals of the last Full Meeting of IQAC held on 11.01.2021:

S.No.	PROPOSAL	ACTION TAKEN
1.	To collect feedback from teachers on initiating improvements in teaching-learning process in the ongoing mode of online education	Feedback to be taken before the forthcoming session and suggestions to be implemented from thereon
2.	To initiate the process of collection of Feedbacks from Guardians/ Parents and Staff for the session	Initiated
3.	Proposal to conduct workshops/webinars by in-house faculties	Done
4.	Proposal to induct new members in IQAC representing NTS and students	Head Clerk, Sri Ashim Sarkar and 2 nos of students, Mriganka Biswas and Meghla Biswas inducted
5.	Proposal of Re-fixation of Dr Madhuchhanda Lahiri	Refixation completed

Dr Lahiri also presented the Action Taken Report on the Plan of Action for the academic session 2020-21

M. Lahiri
Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. (W), Pin-743122

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

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



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	PROPOSAL	ACTION TAKEN
1.	Timely submission of AQAR 2019-20	Submitted in February 2021
2.	To continue organizing qualitative enrichment programmes for Staff and other stakeholders	1. Two -day Virtual Training of Teachers on LMS on 10.07.2020 and 11.07.2020 (gus-ckif-uom) 2. 8-Week Online Training Course for Students on Competitive Exams
3.	To organize extension and outreach programmes with NSS	NSS organized 2 nos of extension activities. Couldnot be done more due to the prevailing pandemic situation
4.	To introduce Internship programmes for students.	To be done
5.	Introduction of Online Structured mentoring	Online mode Introduced from 2020-21. Offline mode introduced in 2019-20
6.	<u>Academic and Administrative Audit for 2019-20</u>	<u>Conducted on 18.02.2021 and 19.02.2021</u>
7.	Continuation of Earn-While-You-Learn scheme by the College	Started in January 2021 for the session 2020-21 but had to terminated prematurely due to imposition of lockdown Scheme was effective for five days
8.	To collect Feedback from Teaching, Non-Teaching staff, Alumni and Guardians/Parents	Feedback Forms uploaded on college website for Students, Guardian/ Parents and staff.
9.	To register the Alumni Association.	To bedone
10.	Rainwater harvesting project to be taken up.	Completed with the installation of two tanks. Filtered water supplied to toilet tap, tap for hand wash, garden and connected to deep tube well even for drinking purpose.
11.	To organise a National Level Webinar on Qualitative issues/ Submission of AQAR according to RAF in collaboration, with NAAC	1. One-day Webinar on Portal based Data Management at the College Level for Teaching and Non-teaching Staff on 22.08.2020 (bsa-qffm-zmf) organized by IQAC 2. One-day Webinar on "Emerging Trends in Online Evaluation System" on 15.08.2021 3. Seminar on "Research Methodology in Social Sciences" held on 29.09.2020 4. Seminar on "Preparing for Assessment and Accreditation under RAF" held on 12.05.2021
12.	Introduction of Digital Literacy programme for the elderly	Not Done

3. To discuss the status of Self Study Report for submission of IIQA

It was decided by the members that all supporting documents and data required for the verification of SSR will be submitted by the at the earliest.

4. To present the Plan of Action for the session 2021-22

Dr Lahiri presented the following Plan of Action for the ensuing academic session 2021-22:

M. Lahiri
Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. (N), Pin-743122

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

Palta,

Principal
Principal
P. N. Das College
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Plan of Action for 2021-22

- I. To conduct a workshop for Teachers on Student Induction Programme
- II. To strengthen the Mentor-Mentee Activities
- III. To improve the computer-ratio ratio
- IV. To introduce more Certificate and Value-added Courses
- V. To plan for subject-wise online tests after the completion of each module
- VI. To extend Library reading services to local community
- VII. To draft a proposal for solid-waste management
- VIII. To draft year-long academic activities in celebration of sixty years of College Foundation
- IX. To ensure that the Academic Publication of the college is done annually
- X. To continue with the Internal Academic and Administrative Audit and Green Audit
- XI. To improve upon the Annual Gender Sensitization Plan

5. To frame the schedule for Internal AAA for the session 2020-21

It was decided unanimously that the Internal Academic and Administrative Audit for the session 2020-21 will be completed before the start of the new session.

6. To consider the applications of following Teaching Staff for promotion under CAS
 - a) Dr. Madhuchhanda Lahiri from Assistant Professor Stage 3 to Stage 4
 - b) Dr Bablu Biswas from Assistant Professor Stage 2 to Stage 3
 - c) Prof Ajay Choudhary from Assistant Professor Stage 2 to Stage 3
 - d) Dr Chandan Sarkar from Assistant Professor Stage 1 to Stage 2

The applications for promotion under CAS of the itemized teaching staff namely, Dr Madhuchhanda Lahiri (from Stage 3 to 4), Dr Bablu Biswas (from Stage 2 to 3), Prof Ajay Choudhary (from Stage 2 to 3) and Dr Chandan Sarkar (Stage 1 to 2) were found to satisfy the eligibility conditions of the respective stages and are forwarded to the Principal for necessary actions.

7. To discuss about the 48-hours Certificate Course on Employability Skills for the forthcoming Session

The Coordinator Dr M Lahiri reported that the Online Certificate Course on Employability Skill (Entry-in-Service) for the session 2020-21 has been successfully completed with 78 no. of students finally qualifying the test held at the end of the online teaching classes spanned over eight weeks.

The course coordinator Dr Bablu Biswas also informed the members that the scheme will be started for the forthcoming academic session 2021-22 after the admission of the fresh batch of students for Semester I is completed.

8. To report on the various Certificate Courses initiated by the college during the year

The Coordinator reported that two online 30-hours certificate courses were planned to start in the current session 2020-21. The first course "30-hours Free Online Certificate Course on Baking of Cakes and Chocolates" started on 10th June 2021 and was completed on 13th July 2021 with the conduct of an online evaluation. 232 students registered for the course and 59 students completed the course successfully. The second course "30-hours Online Certificate Course on GST" will start on 1st September 2021. 198 students from the college and 69 from other institutions have registered for the course. Online 36-hour Certificate Course on Yoga for the session 2020-21 was started on 29.08.2020 and completed successfully with 99 students registering for the course. Certificate Courses on Employability Skill and Yoga for the session 2021-22 to be started soon.

M. Lahiri
Coordinator, IQAC
P. N. Das College
Palta, 24 Pgs. (N), Pin-743122

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

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9. To prepare the Academic Calendar for 2021-22

Convenor, Academic Sub-committee Prof Dipa Chakraborty presented the Academic Calendar for the session 2021-22:

July	University Exam Sem II, IV & VI New Admission (Session 2021-22)
August	online registration (Sem I)
September	New Academic Session begins for Sem III & Sem V Orientation programme for Sem III and Sem V
October	Orientation programme for Sem I Puja Vacation
November	Continuous Assessment for Sem V, Sem III and Sem I Remedial Classes for Sem V and Sem III and Sem I
December	Internal assessment for B.A./B.Sc./B.Com. Sem V, Sem III and Sem I
January	University Exam for Sem V, Sem III and Sem I
February	As per University Dates Academic Session begins for Sem II, Sem IV and Sem VI Orientation programme for Sem II, Sem IV and Sem VI
March	Internal assessment for Sem II, Sem IV and Sem VI
April	Class for Entry in services
May	Final Exam for Sem II, Sem IV and Sem VI
June	Admission for new Sem I students (Session 2022-23)

10. To discuss on Programme Outcomes (PO), Programme Specific Outcomes (PSO) and Course Outcomes (CO)

The Coordinator informed the members that in strict compliance with the objectives of Outcome Based Education (OBE) PO, PSO and CO are to be framed by the departments offering the concerned programme after consultation with the faculty and the stakeholders and are to be widely propagated and publicized through various means for the ready and easy access of all stakeholders. Resolved unanimously that the same will be done by the Departments in the current session.

11. Miscellaneous, if any

1. Meghla Biswas, student member narrated some untoward incident that occurred with one of her female friends and a student of the college and stressed the need for imparting sex education for the college students. The Coordinator informed that a sex awareness programme was conducted on the World AIDS Awareness Day on 1st Dec 2020. The Principal assured that further such programmes will be conducted to create sex awareness among the college students.

As there was no further agenda to be discussed, the meeting ended with a vote of thanks to the chair.

Molalini
5/4/22
Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. (N), Pin-743122

5

P. N. Das
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Date: 05.04.2022

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Date 28

NOTICE

A meeting of the IQAC comprising of both internal and external members will be held on 5th / April 2022 from 11:30 a.m. to discuss the following:

Agenda:

- To read and confirm the proceedings of the last Meeting
- To report on Action Taken measures of the Proposals of the last meeting
- To discuss the status of Self Study Report for submission of IQA
- To report on the Internal Academic and Administrative Audit conducted for the session 2020-21
- To report on the feedback analysis done for the session 2020-21
- To discuss about the Entry-in-Service Scheme for the forthcoming Session
- To discuss on continuing with the various Add-on Courses initiated by the college during 2020-21
- To report on the publication of college journal Academic Quest for the Session 2020-21
- To discuss about the forthcoming seminar on use of ICT for qualitative up-gradation of faculty
- To consider the application of Prof Bonny Samanta, Assistant Professor, Department of Education for promotion under CAS from Stage I to II
- To discuss on the status of adherence to the suggestions put forth by the NAAC Peer Team in Miscellaneous, if any

All members are requested to kindly attend the meeting.

[Signature]
Principal, P.N. Das College
P.N. Das College
Palta, N. 24 Pgs.

[Signature]
Co-ordinator
P. N. Das College
Palta, '24

[Signature]
Principal
P.N. Das College
Palta, Bengal Enamel, N. 24 Pgs.



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Notice

A Meeting of the IQAC comprising of both internal and external members will be held on 5th April, 2022 from 12.30 p.m. to discuss the following:

Agenda:

1. To read and confirm the proceedings of the last Meeting
2. To report on Action Taken measures of the Proposals of the last meeting
3. To discuss the status of Self Study Report for submission of IIQA
4. To report on the Internal Academic and Administrative Audit conducted for the session 2020-21
5. To report on the feedback analysis done for the session 2020-21
6. To discuss about the Entry-in-Service Scheme for the forthcoming Session
7. To discuss on continuing with the various Add-on Courses initiated by the college during 2020-21 and introduction of new courses
8. To report on the publication of college journal Academic Quest for the Session 2020-21
9. To discuss about the forthcoming seminar on use of ICT for qualitative upgradation of faculty
10. To consider the application of Prof Bonny Samanta, Assistant Professor, Department of Education for promotion under CAS from Stage I to II
11. To discuss on the status of adherence to the suggestions put forth by the NAAC Peer Team in 2016
12. Miscellaneous, if any

All members are requested to kindly attend the meeting.

Principal
P.N.Das College

Coordinator, IQAC

28/3/22
Co-ordinator, IQAC
P. N. Das College
Palta, 24 Pgs. (N), Pin-743122

1. 5/4/22
2. Medhucharya Lahiri 5/4/22
3. Sanjit Kumar Das 5/4/22
4. Karabi Sen Ganguly 5/4/22
5. Basumita Tarabara 5/4/22
6. Prosenjit Pramanick 05.04.2022
7. Sumanya Bandyopadhyay 05/4/22
8. Bablu Biswas 05/04/2022
9. Rekha Sarkar 05/04/2022
10. Sipa Chakrabarty 5/4/22

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



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Minutes of the IQAC Meeting held on 05.04.2022

A Meeting of the IQAC comprising of both internal and external members was held on 5th April, 2022 from 12.30 p.m. to discuss the following:

Agenda 1# To read and confirm the proceedings of the last Meeting

The Coordinator IQAC, Dr M. Lahiri read out the minutes of the last meeting held on 04/08/2021 which was unanimously confirmed by the House.

Agenda No.	Agenda of 04/08/2021 Meeting	Note
Agenda I:	To read and confirm the proceedings of the last Meeting held on 10.10.2020	Read and confirmed
Agenda II:	To report on Action Taken measures of the Proposals of the last meeting	Presented by Coordinator
Agenda III:	To present the Action Taken Report on Plan of Action for 2020-21 and discuss Action Plan for the session 2021-22	Presented by Coordinator
Agenda IV:	To discuss the status of Self Study Report for submission of IQA.	Unanimously decided that preparation of SSR and IQA to be done by Nov 2021;
Agenda V:	To frame the schedule for Internal AAA for the session 2020-21.	AAA for the session 2020-21 conducted on 18/11/2021 by a 3-member team comprising of the Principals of three colleges; the routine internal audit was conducted by the IQAC for office, library and departments from 22/11/2022 to 28/11/2021 and the feedback intimated
Agenda VI:	To consider the applications of following Teaching Staff for promotion under CAS a) Dr. Madhuchhanda Lahiri from Assistant Professor Stage 3 to Stage 4	Considered and verified that Dr M. Lahiri, Dr B. Biswas, Prof A. Chaudhary And Dr C. Sarkar fulfill the required eligibility

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Coordinator, IQAC
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	b) Dr Bablu Biswas from Assistant Professor Stage 2 to Stage 3 c) Prof Ajay Choudhary from Assistant Professor Stage 2 to Stage 3 d) Dr Chandan Sarkar from Assistant Professor Stage 1 to Stage 2	criteria; process initiated for Screening Committee Meeting with the names of the DPI nominee and subject experts of all four incumbents received
Agenda VII:	To discuss about the Certificate Course on Employability Skills for the forthcoming Session	A total of 257 students registered and 77 completed the course in 2020-21
Agenda VIII:	To report on the various Certificate Courses initiated by the college during the year.	Online certificate courses on Baking of Cakes and Chocolates, Employability Skills, Yoga and GST completed successfully
Agenda IX:	To prepare the Academic Calendar for 2021-22	Prepared and adhered to
Agenda X:	Miscellaneous, if any. i. Student member, Meghla Biswas stressed on the need to conduct sex awareness programme in the college	Sex Awareness programmes on World AIDS Day in successive years 2020 and 2021 conducted by renowned gynaecologists; Programmes by Women Cell held on International Women's Day; Programmes by ICC also being planned

Agenda 2# To report on Action Taken measures of the Proposals of the last meeting

The Coordinator placed the following Action Taken Report of Proposals of the last Full Meeting of IQAC held on 04.08.2021:

	PROPOSAL	ACTION TAKEN
1.	To conduct a workshop for Teachers on Student Induction Programme	◇ Conducted on 29.09.2021 by Prof Suman Ranjan Bandyopadhyay for Teachers and the presentation shared with all for ready reference; ◇ Orientation Programme for Sem 1 Honours and Sem 1 General students conducted online on 04.10.2021; ◇ Department-wise Orientation Programme conducted on 05.10.2021 by all Honours departments and on 07.10.2021 by all General departments ◇ Week - long Induction Programme

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		conducted by the respective departments internally
2.	To strengthen the Mentor-Mentee Activities	Mentoring conducted by all groups for Sem III - IV and Sem V -VI students during the session in both online and offline modes; Mentor-mentee list of Sem I - III students shared with all teachers for the session 2021-22
3.	To improve the computer- student ratio	Computer are being purchased with quotation being invited
4.	To introduce more Certificate and Value-added Courses	Courses on Baking of Cakes and Chocolates and Direct Taxes to be started for the current session
5.	To plan for subject-wise online tests after the completion of each module	Class tests in either online and offline mode conducted by the teachers from 29.11.2021 to 04.12.2021 for the Sem I, Sem III and Sem V to identify the Slow and advanced learners
6.	To extend Library reading services to local community	Ex-students are availing of the reading services
7.	To draft a proposal for solid-waste management	Not done
8.	To draft year-long academic activities in celebration of sixty years of College Foundation	Done
9.	To ensure that the Academic Publication of the college is done annually	The next volume of "Academic Quest" - the college academic journal published comprising of original research papers/ articles of the faculties
10.	To continue with the internal Academic and Administrative Audit and Green Audit	Internal Academic and Administrative Audit conducted by the IQAC for every year - 2016-17, 2017-18, 2018-19, 2019-20 and 2020-21 - while external Peer Teams conducted audits for 2016-17, 2017-18, 2018-19 in 2019 and for 2020-21 in 2021 Green Audits conducted for the years 2016-17, 2018-19, 2019-20, 2020-21 Gender Audits also done
11.	To improve upon the Annual Gender Sensitization Plan	To be done Gender Audit done

Agenda 3# To discuss the status of Self Study Report for submission of IIQA

The Principal called upon all to participate in the process of preparation SSR so that the it can be submitted within the due date.

Agenda 4# To report on the Internal Academic and Administrative Audit conducted for the session 2020-21

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The Coordinator placed the report of Academic and Administrative Audit conducted for the session 2020-21. Dr Lahiri informed the House that the Report was communicated to the departments and follow -up action on the suggestions given are to be provided by the departments.

Agenda 4# To report on the feedback analysis done for the session 2020-21

The Coordinator placed the feedback analysis 2020-21 on Syllabus, teaching-learning, guardians, teachers on efficiency, library. A gradual increase in the no. of types of feedback collected over the years was noted

	2020-21	2019-20	2018-17	2017-16
No. of Types of Feedback collected	6	5	5	3

An overall improvement over the feedback given by the students in 2020-21 with about 90% positive responses noted. All suggestions have been intimated to the concerned stakeholders for necessary actions. The Feedback reports were unanimously accepted by the House.

Agenda 5# To discuss about the Certificate Course on Employability Skills for the forthcoming Session

Dr Lahiri informed that 220 students have registered for the course out of which 20 are ex-students. Dr Bablu Biswas informed that Classes will begin from 23rd April 2022 in both online and offline mode. Books have also been arranged in the college library for the course.

Agenda 6# To discuss on continuing with the various Add-on Courses initiated by the college during 2020-21 and introduction of new courses

All the add-on and certificate courses on Baking of Cakes and Chocolates, Yoga, Self-Defence (Karate), GST and Art introduced in 2020-21 are being continued in the current academic session; Courses on Direct Tax and Karate to be introduced soon. The members opined that Certificate Courses on Tourism and Beautician may also be started.

Agenda 7# To report on the publication of college journal Academic Quest for the Session 2020-21

Dr Basumita Tarafdar informed the House that the Academic Journal of the College with ISBN no. 978-81-953260-2-0 was published for the session with 2020-21, consisting of 25 research articles by the faculties.

Agenda 8# To discuss about the forthcoming seminar on use of ICT for qualitative upgradation of faculty

The Principal informed the members that a MoU will be signed very shortly among a group of like-minded colleges to encourage the use of ICT for qualitative upgradation of teaching as well as non-teaching faculty. It was decided unanimously by the members that such seminars be organised in turns by the different colleges.

Agenda 9# To consider the application of Prof Bonny Samanta, Assistant Professor, Department

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of Education for promotion under CAS from Stage I to II

The application of Prof Bonny Samanta, Assistant Professor, Department of Education for promotion under CAS from Stage I to Stage II was considered and verified by the members and it was found that all conditions are fulfilled by her.

Agenda 10# To discuss on the status of adherence to the suggestions put forth by the NAAC Peer Team in 2016

Presenting the status of adherence to the suggestion of NAAC Peer team the coordinator reported the following:

- **More permanent faculty members should be appointed on a priority basis**
There is no provision for introducing new permanent teaching post as all the posts are fulfilled. Though applied by the college before the introduction of CBCS in 2018-19 but the management -appointees taken in as the State Aided College Teachers (SACT)
- **Motivate teachers to apply for major research projects from the UGC and other funding agencies**
Could not be done
- **Encourage teachers to publish books and research articles in professionals peer reviewed journals**
Research Committee and the IQAC encouraged teachers to publish books and research articles. Consequently, 78 articles were published in ISBN books, 7 research papers in UGC Care journals and 25 in peer-reviewed journals in the last 5 years
- **Introduce more subjects/ combinations at the UG level and start skill-oriented add-on courses to suit local needs**

A gradual increase in the combinations at the UG level was ensured

	2021-22	2020-21	2019-20
Hons Combinations	36	36	36
General Combinations	31	27	27
Total Combinations	67	63	63

- ◇ Add-on courses started in 2016-17 with the introduction of Course on Computer Hardware Technician, Modern Office Management, CCTV Technician, Mobile Phone Repairing, Set Top Box Repairing to suit local needs - 26 students completed
- ◇ Software Course on FOSS through Spoken Tutorials which was an initiative of Bombay IIT introduced in 2016-17 had 106 registrations
- ◇ A week-long Art Course in online mode was conducted in 2020-21
- ◇ A 30-hour Free online Course on Baking of Cake and Chocolate conducted in 2020-21 was immensely successful with 232 registrations and 59 students completing the course successfully
- ◇ A 30 -hour Online Course on GST was also conducted with 198 registrations from the college and 69 paid registrations from other colleges; 28 participants completed the course successfully
- ◇ A 48- hour Certificate Course on Employability Skill was completed successfully in 2020-21 and started in 2021-22 with 220 registrations done till date.
- ◇ A 36- hour Certificate Course on Yoga completed successfully in 2020-21 and has been started in 2021-22.

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- ◇ A 36-hour Certificate Course on Self-Defence (Karate) started from International Women's Day on 08.03.2022
- **To start language laboratory to improve the spoken English capabilities of students and also start business lab for commerce students**
Proposal put forth to the government through the MLA Fund but was not granted
- **Initiate measures for the starting of PG courses in subjects having demand**
Could not be done as the number of teachers in the departments are grossly inadequate
- **Take measures for the complete automation of the library with better reading room facilities**
College library fully automated using Integrated Library Management System (ILMS) software KOHA from 2015; Users can search catalogue through WEBOPAC online from 2017; Digital library card issued for lending; Users can also access different sites like WBSU, National Library, National Digital Library, NMEICT, VirtualLab, N-LIST through link from WEBOPAC
Reading room for both Students and teachers exist; Reading room facility for students increased to 40 with the purchase of more chairs and tables
- **Library should subscribe to more professional journals**
The no. of journal subscribed by the college library is 6 but under the N-LIST programme conducted by INFLIBNET, the user can access 6000+ e-journals, e-newspapers and others
- **Make efforts for the upgradation of the physical infrastructure of the College**
 - Ladies hostel completed from college fund
 - Science building extension from the Government of West Bengal fund and further extension is to occur
 - Sports ground in the front as well as backside maintained regularly
- **IT infrastructure be augmented to enable ICT based teaching and research**
 - 10 high speed Wifi connections made available
 - More than 50% of the rooms have LCD projectors
 - E-module recording facility purchased
- **Initiate efforts for starting a proper health centre**
An easily accessible room with bed and comfortable sitting arrangement in the ground floor earmarked as Medical Unit; Doctor visits on Mondays and is available on call
- **Efforts be made for the starting of anti-sexual harassment and anti-ragging cell**
Anti-Ragging Cell, Students' Grievance Committee present; ICC also functional since 2019 immediately following UGC notification
- **Provide coaching to students to face competitive examinations successfully**
Coaching provided to students every year through Entry-in Service scheme to face competitive exams; even provided in online mode during the pandemic


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Agenda 11# Miscellaneous, if any

i. Computation of Attainment of Programme Outcome and Course Outcome

The Coordinator informed the house that the PO and CO of the departments have been uploaded on the college website in the last session 2020-21. It was unanimously resolved to compute the attainment of PO and CO by each department in the current session so that necessary actions can be taken to address the gaps in attainment and goals set.

As there were no further agenda to be discussed, the meeting ended with a vote of thanks to the chair.

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Date: 02.08.2022



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Notice


A Meeting of the IQAC comprising of both internal and external members August, 2022 from 2.30p.m. to discuss the following:

Agenda:

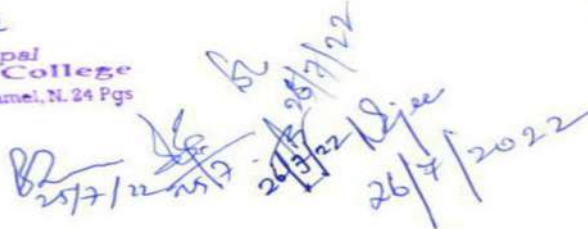
1. To read and confirm the proceedings of the last Meeting
2. To report on Action Taken measures of the Proposals of the last meeting
3. To present the Action Taken Report on Plan of Action for 2021-22 and di the session 2022-23
4. To present the Academic Calendar for 2022-23.
5. To report on SSS analysis
6. To report on the Entry-in-Service Scheme and 30-hour Karate Course year
7. To report on the completion of Screening /Selection Committee mee under CAS
 - a) Prof Suman Ranjan Bandyopadhyay from Assistant Professor Sta
 - b) Sri Prasenjit Pramanick (Librarian) from Stage 1 to Stage 2
 - c) Dr. Madhuchhanda Lahiri from Assistant Professor Stage 3 to Sta
 - d) Dr Bablu Biswas from Assistant Professor Stage 2 to Stage 3
 - e) Prof Ajay Choudhary from Assistant Professor Stage2 to Stage3
 - f) Dr Chandan Sarkar from Assistant Professor Stage 1 to Stage 2
8. To frame the schedule for Internal AAA for the session 2021-22.
9. To discuss the status of Self Study Report for submission of IIQA
10. Miscellaneous, if any.

All are requested to attend the meeting.

Meeting Link:


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


Co-ord
P. N.
Palta, '24'


25/7/22
25/7
26/7/22
26/7/2022



Principal
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Date

A full meeting of the IQAC, with both internal and external members, was held from 2.30 p.m. in the IQAC Room on 02.08.2022 to discuss the following agenda —

Members Present —

- | | |
|-----------------------------------|-----------------------------------|
| 1. Dr. 2/8/22 | 9. Prosenjit Pramanick 02.08.2022 |
| 2. Madhuchhanda Lahiri 2/8/22 | 10. Abhinav Sarkar 02.08.2022 |
| 3. Suparna Bandyopadhyay 02/08/22 | |
| 4. Prayanta Tarafdar 2/8/22 | |
| 5. Sanjay Kumar Shou 2/08/22 | |
| 6. Karoli Kundarjee 2/8/22 | |
| 7. Bablu Biswas 02/08/2022 | |
| 8. Bipra Chatterjee 02/8/22 | |

Notice

A Meeting of the IQAC comprising of both internal and external members will be held on 2nd August, 2022 from 2.30p.m. to discuss the following:

Agenda:

1. To read and confirm the proceedings of the last Meeting
2. To report on Action Taken measures of the Proposals of the last meeting
3. To present the Action Taken Report on Plan of Action for 2021-22 and discuss Action Plan for the session 2022-23
4. To present the Academic Calendar for 2022-23.
5. To report on SSS analysis
6. To report on the Entry-in-Service Scheme and 30-hour Karate Course initiated during the year
7. To report on the completion of Screening /Selection Committee meetings for promotion under CAS
 - a) Prof Suman Ranjan Bandyopadhyay from Assistant Professor Stage 2 to Stage
 - b) Sri Prasenjit Pramanick (Librarian) from Stage 1 to Stage 2
 - c) Dr. Madhuchhanda Lahiri from Assistant Professor Stage 3 to Stage 4
 - d) Dr Bablu Biswas from Assistant Professor Stage 2 to Stage 3
 - e) Prof Ajay Choudhary from Assistant Professor Stage 2 to Stage 3
 - f) Dr Chandan Sarkar from Assistant Professor Stage 1 to Stage 2
8. To frame the schedule for Internal AAA for the session 2021-22.
9. To discuss the status of Self Study Report for submission of IIQA
10. Miscellaneous, if any.

All are requested to attend the meeting.


Principal
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Minutes of the IQAC Meeting held on 2nd August, 2022 from 2.30 p.m.

1. To read and confirm the proceedings of the last Meeting
The Coordinator read out the minutes of the last meeting held on 05.04.2022 and it was unanimously confirmed by the house.

2. To report on Action Taken measures of the Proposals of the last meeting

S. No.	Proposal	Action Taken
1.	The status of Self Study Report for Submission of IIQA	Could not be submitted
2.	Entry - in - Service Scheme for the session 2021-22	Initiated, exams to be held by the end of September
3.	To continue with the various Add-on courses initiated during 2020-21 and introduction of new courses	30-hour course on Karate started
4.	Seminar/ Workshop to be conducted on use of ICT for qualitative upgradation of faculty	Organized 3 nos of Workshop/ Seminar
5.	Application of Prof Bonny Samanta, Assistant Professor Department Of Education for Promotion under CAS from Stage I to II	Names of experts received from DPI and WBSU

3. To present the Action Taken Report on Plan of Action for 2021-22 and discuss Action Plan for the session 2022-23

ACTION TAKEN REPORT on PLAN of ACTION 2021-22

Sl.No.	Plan of Action	Status of Action Taken
	To conduct a workshop for Teachers on Student Induction Programme	Conducted by Prof Suman Ranjan Bandyopadhyay on 29.09.2021 in online mode and presentation pdf shared with teachers
	To strengthen the Mentor - Mentee Activities	Done
	To improve the student - computer ratio	More computers to be purchased

Melahir
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		22; Registration Form for Baking Course circulated
5.	To plan for subject-wise online tests after the completion of each module	Partially done
6.	To extend Library reading services to local community	Done
7.	To draft a proposal for solid-waste management	To be done
8.	To draft year-long academic activities in celebration of sixty years of College Foundation	Successfully culminated
9.	To ensure that the Academic Publication of the college is done annually	Published for 2020-21
10.	To continue with the internal Academic and Administrative Audit and Green Audit	Done
11.	To improve upon the Annual Gender Sensitization Plan	Annual Gender Audit done

ACTION PLAN FOR 2022-23

S.NO	<u>BROAD AREA</u>	<u>PROPOSED PLAN OF ACTION</u>
1	CURRICULAR PLANNING AND IMPLEMENTATION	<ol style="list-style-type: none">1) Continue Academic calendar and e monitoring of adherence2) Conduct class test (CIE) during the last week of each month3) Develop a methodology for PO, CO attainment4) Introduction of new format for self- appraisal from the academic session 2022-235) Add on/Certificate courses for 2022-236) Blog writing7) Teachers and Alumni to be sensitized over Feedback

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2.	TEACHING, LEARNING, EVALUATION	<ol style="list-style-type: none">1) Continuous assessment in form of two class tests and an assignment/Quiz to be introduced for all2) Continue retraining program on module development3) Workshop on pedagogical methods4) Guidelines for resource sharing with other institutions5) Sharing of online Swayam courses6) Result Analysis of 2021-227) Feedback on teaching and Learning to continue, include feedback on LMS
3.	RESEARCH , INNOVATIONS AND EXTENSION	<ol style="list-style-type: none">1) Seed Money proposal to be structured2) Submission of Project reports by the teachers to be ensured3) Publication of college journal4) Extension activities: Awareness campaign on Vector borne diseases, AIDS awareness, environment conservation, Adult Education etc.5) Promotion of club activities6) IPR and Research methodology seminar7) Plan for academic exchange with institutions with whom MOU has been signed8) Workshop on Life skills

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4	INFRASTRUCTURE AND LEARNING RESOURCES	<ol style="list-style-type: none">1) Introduce more ICT enabled classrooms2) To increase student computer ratio3) To enrich Departmental library4) Yoga and Meditation Room5) Use of E content development facility to be promoted6) Create facilities for sports7) Upgradation of module :Introduction of ERP
5	STUDENT SUPPORT AND PROGRESSION	<ol style="list-style-type: none">1) Induction Program2) Awareness programs on different scholarship schemes3) Registration of Alumni members to be strengthened4) Awareness on National Apprenticeship Scheme5) Counselling session for students
6	GOVERNANCE AND LEADERSHIP	<ol style="list-style-type: none">1) To seek Departmental Action plan , Long term and short term and chalk out the Action Plan for the institution2) To monitor the compliance of all the committees and cells3) Compliance of NAAC, Academic, Administrative , Green and Financial Audit and related work4) Empowerment programs for Non Teaching staff members5) To work for academic quality enhancement, holistic development of students, welfare of all the staff members and development of the local community

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7	INSTITUTIONAL VALUES AND BEST PRACTICES	1) Environment consciousness programs to be conducted 2) Seminar on the Impact of single use plastic 3) Waste generation to be monitored and reduced 4) Survey on Carbon footprint
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4. To present the Academic Calendar for 2022-23

The Coordinator presented the Academic Calendar for the session 2022-23 as received from Prof Sanjib Kumar Dhar, Convenor Academic Sub-Committee. The House unanimously resolved to accept the same.s

JULY 2022	08/07/2022 18/07/2022	END SEMESTER EXAMINATION FOR SEMESTER VI COMMENCEMENT OF ADMISSION TO SEMESTER I OF 2022-23
	20/07/2022	END SEMESTER EXAMINATION FOR SEMESTERS II AND IV
AUGUST 2022		
	10/08/2022	ORIENTATION PROGRAM FOR SEMESTERS III AND V FOLLOWED BY COMMENCEMENT OF CLASSES
SEPTEMBER 2022		
	19/09/2022	INDUCTION PROGRAM FOR SEMESTER I FOLLOWED BY COMMENCEMENT OF CLASSES
	26/09/2022	CONTINUOUS INTERNAL EVALUATION (CIE I) FOR SEMESTERS III AND V
OCTOBER 2022		
	01/10/2022	PUJA VACATION
NOVEMBER 2022		
	28/11/2022	CONTINUOUS INTERNAL EVALUATION (CIE II) FOR SEMESTER III AND V; CONTINUOUS INTERNAL EVALUATION (CIE I) FOR SEMESTER I
DECEMBER 2022		
	14/12/2022 21/12/2022	UNIVERSITY FORM FILL IN FOR SEMESTERS I, III AND V CONTINUOUS INTERNAL EVALUATION (CIE II) FOR SEMESTER I
JANUARY 2023		
	02/01/2023	INTERNAL ASSESSMENT FOR SEMESTERS III AND V
	06/01/2023	REMEDIAL CLASSES FOR SEMESTERS III AND V
	10/01/2023	INTERNAL ASSESSMENT FOR SEMESTER I
	1/01/2023	REMEDIAL CLASSES FOR SEMESTER I
	16/01/2023	END SEMESTER EXAMINATION FOR SEMESTERS III AND V
FEBRUARY 2023		
	18/02/2023	ORIENTATION PROGRAM FOR SEMESTERS II, IV AND VI FOLLOWED BY COMMENCEMENT OF CLASSES

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MARCH 2023		
	20/03/2023	CONTINUOUS INTERNAL EVALUATION (CIE I) FOR SEMESTERS II,IV AND VI
APRIL 2023		
	24/04/2023	CONTINUOUS INTERNAL EVALUATION (CIE II) FOR SEMESTERS II,IV AND VI
MAY 2023		
	22/05/2023	UNIVERSITY EXAMINATION FORM FILL UP FOR SEMESTERS II,IV AND VI
JUNE 2023		
	02/06/2023	INTERNAL ASSESSMENT FOR SEMESTERS II,IV AND VI
	07/06/2023	REMEDIATION CLASSES FOR SEMESTERS II,IV AND VI
	16/06/2023	END SEMESTER EXAMINATION FOR SEMESTERS II,IV AND VI

5. To report on SSS analysis

The Coordinator informed the House that Student Satisfaction Survey responses obtained during the session 2021-22 has been analysed and the report with graphical illustrations have been uploaded on the college website for ready and easy access by all stakeholders.

Feedback Reports on Teaching -Learning, Library, Syllabus and Administration have also been analysed and uploaded on website. Feedbacks with suggestions have been sent to the stakeholders for actions to be taken thereof on their part.

6. To report on Certificate Courses conducted during 2021-22

The Coordinator informed the members that a 36-hour Certificate Course on Yoga has been started from 11th Dec 2021 in offline mode for the students by the Department of Physical Education and 53 number of students completed the course successfully. The Principal informed that a MoU has been signed with Hiranyagarbhaya Vedic and Yogic Institute (HYVI) on 01.06.2022 and the Certificate Course on Yoga for 2022-23 will be conducted in association with them.

Dr Lahiri also informed that a 36-hours Certificate Course on Self-Defence (Karate) was held from 08.03.2022 in association with West Bengal Nanbudo Association and 48 number of students completed the course.

The coordinator also informed that a 30 -hour Online Certificate Course on GST has been successfully completed with 198 registrations from the college and 69 paid registrations from other colleges; 28 participants completed the course successfully.

The Coordinator informed the members that a 48- hours Certificate Course on Employability Skills for the session 2021-22 was conducted from 16.04.2022 in dual mode to ensure maximum student participation. The syllabus for the course remained the same as last year and will comprise of four parts - Mathematical Abilities, Basic Computer Course (BCC), English Communicative Skills and Personality Development, General Knowledge and General Intelligence (GK &GI). A total of 220 students had registered for the course and 160 completed the course successfully.

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7. To report on the completion of Screening /Selection Committee meetings for promotion under CAS

The coordinator informed the members that the entire procedure for the promotion under CAS of the following incumbents have been completed and requested the Principal to do the needful at the earliest.

- Prof Suman Ranjan Bandyopadhyay from Assistant Professor Stage 2 to Stage
- Sri Prasenjit Pramanick (Librarian) from Stage 1 to Stage 2
- Dr. Madhuchhanda Lahiri from Assistant Professor Stage 3 to Stage 4
- Dr Bablu Biswas from Assistant Professor Stage 2 to Stage 3
- Prof Ajay Choudhary from Assistant Professor Stage2 to Stage3
- Dr Chandan Sarkar from Assistant Professor Stage 1 to Stage 2

8. To frame the schedule for Internal AAA for the session 2021-22

The Coordinator informed that the Internal Academic and Administrative Audit for the Session 2021-22 by the IQAC will be held in the month of November after the Puja vacations. The Principal Dr Sharmila De informed the House that it will be followed by Audit by a Peer Team comprising of Dr T. K. Ghara, JDPI, Directorate of Education, Government of West Bengal.

9. To discuss the status of Self Study Report for submission of IIQA

The Coordinator Dr M Lahiri informed that the collection and presentation of data for the preparation of Self Study Report has nearly been completed.

10. Miscellaneous, if any

- The Principal informed the House that MoUs and Agreements on collaboration and linkages with various HEIs have been signed for sharing of resources, knowledge and infrastructure during the year and a number of seminars, workshops and training programmes have been conducted. Also MoUs have been signed with Hiranyagarbhaya Vedic and Yogic Institute and West Bengal Nanbudo Association for conducting Certificate Courses on Yoga and Karate respectively.

As there was no further agenda to be discussed, the meeting ended with a vote of thanks to the Chair.

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