

## NOTICE

Ref. No.- IQAC/2023-24/02

Date: 26/09/2023

This is to inform all the members of IQAC that a meeting of IQAC will be held on 29<sup>th</sup> September 2023 (Friday) at 12 noon in the Meeting Room of the college with the following agenda.

1. Discussion regarding submission of AQAR Report for the year 2022-2023
2. Effective academic plan for the session 2023-24 and proper implementation.
3. Discussion regarding the formation of uniform policy on MoU with Other Academic institutes or Industries.

All the members are requested to kindly make it convenient to attend the meeting.

Countersigned

Ghosh 26.9.2023

Dr. Sukdeb Ghosh  
Principal  
Srikrishna College  
Bagula Nadia,  
W.B. PIN-741502

Puspita Mahanta  
26.09.2023  
Coordinator  
Internal Quality Assurance Cell  
(IQAC)  
Srikrishna College

Following members were present in the meeting  
dated 29<sup>th</sup> September, 2024,

1. ~~Member~~ 29.09.23
2. Sijoy Pal 29/9/23
3. S. Chakrabarty.
4. S. Ghosh 29.9.23
5. Anil Das 29.09.2023
6. Anurita Indra 29.09.23
7. Paracanta Hain 29.09.2023
8. Asif Hossain 29.09.2023
9. Binay Das
10. Pranab Das 29.9.23



## Meeting-Minutes

Date:29.09.2023

The meeting was held at 12.30 p.m. on 29.09.2023 in the Meeting Room under the chairmanship of Dr. Sukdeb Ghosh, Principal of the College. The meeting started with the presentation of the agenda by Smt. Puspita Mahata, Coordinator, IQAC.

At first Smt. Puspita Mahata, Coordinator, IQAC informed the house that AQAR for the academic year 2022-2023 will be submitted within December 2023.

Smt. Mahata has proposed different important points related to AQAR.

1. She proposed that Mr. Ranit Mandal, Assistant Professor, Department of English, will be assigned to write the AQAR.
2. Mr. Ranit Mandal, Assistant Professor, Department of English, and Mr. Arijit Chowdhury, Assistant Professor, Department of Political Science will engage to look after all work related to the data template of AQAR (Criterion 1&2)
3. Dr. Sujay Pal and Dr. Ankita Indra will be engaged to look after all work related to the data template of AQAR (Criterion 3&4).
4. Smt. Puspita Mahata, Coordinator, IQAC, and Dr. Paramita Hajra, Assistant Professor, Department of Chemistry will be engaged to look after all the work related to the data template of AQAR (Criterion 5&6).
5. All the Members of IQAC will help to complete the Documentation work related to AQAR.

All present members have unanimously supported the aforementioned points.

- ❖ There has been a detailed Discussion regarding the need for virtual classrooms with all modern equipment. It has been decided unanimously that FB-IV Phy-01, FV- 304 and 101 and the main building- Room No- 23 and Room No-42 will be converted into the virtual smart classroom and the Meeting room will be converted into a video-conference room with all modern facilities and equipment.

- ❖ It has also been unanimously decided that the Career Counseling Cell should be more active according to the recommendation given by the NAAC Peer Team of the 3rd Cycle. The Career Counseling Cell has been unanimously requested to take appropriate action in this regard.
- ❖ It has unanimously decided that the Annual Function Cum Prize Distribution ceremony will be organized by IQAC and Cultural Committee for every academic year.
- ❖ It has been decided that Various Types of Add-On/certificate courses will be introduced soon as our institution's performance was not satisfactory in the NAAC assessment (3<sup>rd</sup> Cycle) for not conducting the said courses.
- ❖ It has been proposed that the following Add-on/certificate courses be introduced in the academic session 2023-24 to facilitate students learning additional subjects apart from their main course. The Respective Academic Department will take the necessary responsibility in this regard.
  1. Spoken English
  2. Spoken Sanskrit
  3. Art and Craft.
  4. Information and Communication Technology.
  5. Basic Mathematics for Competitive Examination.

Any academic department can give any proposal for introducing any Add-On/certificate courses. In that case, IQAC will consider the proposal carefully and take the appropriate decision.

Appropriate authority will decide in due course how much fees will be levied for conducting the aforesaid courses. A major portion of the course fees will be given to the Invited Speaker as an honorarium.

- ❖ Skill Enhancement initiative on ICT will be taken by the Department of Computer Science and on computing skills, initiative will be taken by The Department of Mathematics.
- ❖ It has been decided that Remedial classes for slow learners should be arranged and a specific routine should be prepared for conducting remedial classes. IQAC unanimously recommends to the Routine Committee to prepare the specific routine in this regard and requests the Honorable Principal of the college to convey this recommendation to the Routine Sub-Committee.



- ❖ It has been decided unanimously that one workshop will be organized on Research Methodology and IPR by the IQAC. Ujjal Kumar Das, Binoy Kumar Biswas, Ranit Mandal, and Arijit Chowdhury have been requested to look into this matter and take all the necessary action. A workshop on entrepreneurship will be organized jointly by the Department of Economics and the Department of Commerce.
- ❖ It has been unanimously decided that the Annual Cultural Competition and Quiz Competition will be organized under the mentorship of the Cultural Sub-Committee. This Committee will coordinate all necessary work related to the aforesaid programme. IQAC has unanimously requested the Honorable Principal of the college to convey this recommendation to the Cultural Sub-Committee.
- ❖ Feedback Links for Students, Parents, Teachers and Alumni will be provided on the College's official Website. Ujjal Kumar Das, Assistant Professor, Department of Computer Science will take necessary action in this regard.
- ❖ Ranit Mandal, Assistant Professor, Department of English informed the house that handrail for stairs in the main building, divyangjan-friendly washrooms, Screen reading software, Scribe, Reader, and Human Assistance facilities have been made into a reality in our college to create a barrier-free and differently-abled (divyangjan) friendly campus.
- ❖ It has also been unanimously decided that stair-hand railing will also be constructed for each Science Building i.e., FB-4 and FB-5 to make all the buildings accessible for persons with disabilities.
- ❖ Ranit Mandal, Assistant Professor, Department of English and Arijit Chowdhury have given a proposal to install sensor-based LED lights in the smart classrooms, meeting room, and principal's chamber to save energy as well as electricity bills. Ujjal Kumar Das highlights the positive aspects of sensor-based LED lights. After some discussions, it has been unanimously decided that sensor-based lights will be installed in the aforesaid rooms in the upcoming days.

- ❖ It has also been decided that the Code of Conduct for students, Teaching, and non-teaching staff will be prepared by the IQAC. One awareness programme on the relevance of the code of conduct for students will be organized by IQAC soon.
- ❖ IQAC will decide on the activities to be conducted in the academic session 2023-24 under each MoU in consultation with different departments.

The meeting ended with a vote of thanks to the chair and from the chair.

*Puspa Mahanta*  
Co-ordinator  
IQAC  
Srikrishna College, Bagula, Nadia

*29.9.23*  
Principal  
Srikrishna College  
P.O.-Bagula, Dist.-Nadia.



## NOTICE

Ref. No.- IQAC/2023-24/03

Date- 10/10/2023

This is to inform the members of IQAC and all the HODs that a meeting of IQAC will be held on 13<sup>th</sup> October 2023 (Friday) at 11 a.m. in Room No. 42 of the college with the following agendas:

1. Discussion regarding Data & Document submission for the AQAR 2022-2023
2. Preparation for AQAR 2022-2023.
3. Miscellaneous

*Puspita Mahata*  
Coordinator  
Internal Quality Assurance Cell  
(IQAC)  
Srikrishna College  
10/10/2023

*Ghosh*  
Dr. Sukdeb Ghosh  
Principal  
Srikrishna College  
Bagula Nadia,  
W.P. PIN-741502  
10/10/2023



The following members are present in the meeting held on 13th October, 2024

1. S. Ghosh 13/10/23
2. Puspita Malhotra 13/10/23
3. Ankita Indra 13/10/23
4. Parvata Hajra 13/10/23
5. Avishek Saha 13/10/2023
6. Poulomi Ray 13/10/2023
7. S. Chakrabarty
8. T K Das 13.10.2023
9. Rajib Sinha 13/10/2023
10. Gouram Das 13.10.23
11. Joyanta Das 13.10.23
12. Anurika Chakrabarty 13.10.23
13. Chandrani Ghosh 13.10.23
14. Rait Mandal 12/10/23
15. Sujay Pal 13/10/23
16. Anisit Chowdhury 13/10/2023





# SRIKRISHNA COLLEGE, BAGULA INTERNAL QUALITY ASSURANCE CELL

## NOTICE

29.01.2024

Ref. No.- IQAC/2023-24/04

This is to inform all the members of IQAC that a meeting of IQAC will be held on ~~5<sup>th</sup> January~~ <sup>2nd February</sup> 2024 at 12 noon in the meeting room of the college with the following agenda.

1. To confirm the minutes of the meeting held on 29<sup>th</sup> September 2023.
2. To discuss the pending work decided in the previous IQAC meeting.
3. To discuss the feedback, SSS, Academic Audit, and Green Audit to be conducted for the academic session 2023-24.
4. Miscellaneous.

All the members are requested to kindly make it convenient to attend the meeting.

*Ghosh*

Dr. Sukdeb Ghosh  
Principal  
SRIKRISHNA COLLEGE  
Bagula, Nadia, W. B.-741502

*Puspita Mahanta*  
29.01.2024  
(PUSPITA MAHANTA)  
Coordinator, IQAC  
Srikrishna College, Bagula, Nadia  
Nadia, 741502

Following members are present in the meeting dated 2nd February, 2024

1. Surdeb Ghosh 02.02.2024
- 2.
3. Anita Das 02/02/2024
4. Ujjal Kr Das 02.02.24,
5. Parvanta Majumdar 02/02/2024
6. Anita Indra 02/02/2024
7. Sujay Pal 2/2/24
8. Meigit Choudhury 2/2/2024
9. Rant Mandal 02/02/2024
- 10.



**Meeting-Minutes**

**Date: 02.02.2024**

The meeting was held at 11.30 p.m. on 02.02.2024 in the Meeting Room under the chairmanship of Dr. Sukdeb Ghosh, Principal of the College. The meeting started with the presentation of the agenda by Smt. Puspita Mahata, Coordinator, and IQAC.

At first Smt. Puspita Mahata, Coordinator, IQAC informed the house that AQAR for the academic year 2022-2023 has been submitted within due time. And she expresses his heartfelt thanks to all the Members of IQAC for doing this work successfully. Dr. Sukdeb Ghosh, Principal of the College has also congratulated the coordinator, IQAC, and other members for the same reason.

Many issues were discussed and unanimous decisions were reached. All decisions are mentioned below:

1. Smt. Puspita Mahata, Coordinator, IQAC proposed that Higher Education Data should be preserved as it is closely involved in AQAR. So one mechanism should be taken immediately for maintaining data related to Higher Education and she also expressed concern regarding maintaining the data related to the service of ex-students who have got jobs in the Government Sector as well as the Private sector. All present members unanimously agreed with the view of the Coordinator, IQAC, and unanimously requested to the Principal of the College to do needful.
2. Smt. Smt. Puspita Mahata, Coordinator, IQAC informed the house that the inauguration programme of the Art and Craft Course will be held on 6<sup>th</sup> February 2024. All the present members have unanimously appreciated this initiative.



3. Sri Ujjal Kumar Das, Assistant Professor, Dept. of Computer Science & Joint-Convener, Career Counseling Cell gave the proposal to start the Civil Service Coaching. The House unanimously accepted the proposal and requested Sri Ujjal Kumar Das, Assistant Professor, Dept. of Computer Science & Joint-Convener, Career Counseling, and Dr. Pranab Das Assistant Professor, Dept. of Mathematics to take the necessary steps to start the Civil Service Coaching Center.
4. It has been unanimously decided that the Spoken English Course will be introduced and Sri Ranit Mandal, Assistant Professor, Dept. of English, and Sri Subrata Roy, Faculty Member, Dept. of English will be appointed as the Course Coordinator. And they are requested to do all the necessary appropriate steps to start the aforesaid course and prepare the necessary guideline for this course.
5. It has been unanimously decided that remedial coaching should be started for the slow learner students. It has been also unanimously decided that this message will be conveyed to the respective departments through the official notice. It has also unanimously decided that register books for every department will be arranged for properly maintaining the attendance record of students. The Head Clerk is requested to arrange the Register Book at the earliest.
6. It has been also unanimously decided that a Questionnaire related to the feedback of students will be displayed on the College's Official website.
7. It has been unanimously decided that one recommendation regarding the fund allotment for doing research projects of the Faculty Members(**Substantive and SACT**) and Librarians will be submitted before the appropriate authority (G.B) for approval. The said recommendation states that any faculty member or Librarian who wants to do a research project and will not receive any financial help from any other organization then he/she will be encouraged and will be financially helped by the college authority from its funds.

Coordinator IQAC has been requested to communicate with the appropriate authority (Governing Body) and shall convey the recommendation as mentioned earlier. Later IQAC will issue appropriate guidelines in this regard if the Governing Body accepts the aforesaid recommendation.

8. It has been also decided that if any Faculty Member (Substantive and SACT) and Librarians present a paper in various international and national level seminars will be given financial assistance maximum of rupees 5000/- from the college's fund as a Travel allowance. If any Faculty Member will attend any assignments in any Research Body as a Member and will not receive any honorarium for this assessment from this Body then the College may be given financial

assistance a maximum of rupees 5000/- from the college's fund as Travel allowance. This aforesaid financial assistance will be provided in terms of the Teachers' Welfare Scheme.

Coordinator IQAC has been requested to communicate with the appropriate authority (Governing Body) and shall convey the recommendation as mentioned earlier.

9. Sri Rajib Sinha, Assistant Professor, Dept. of Sanskrit gave the proposal to introduce the E-Learning Course on own initiative college. All present members unanimously accepted this proposal. It has been decided that necessary guidelines and other formalities will be made. He also gave the proposal to conduct the Faculty Enrichment Programme on Yoga. House has unanimously accepted this proposal.

10. It has been decided that the work related to Academic Audit for the academic year 2023-2024 should be started immediately. Joint Convenors of the Academic Audit Committee are requested to take the necessary steps.

11. It has been unanimously decided that IQAC will prepare the draft of the MoU and will send different neighboring colleges to review this draft. If they give any recommendations then these recommendations will be included in the draft of the MOU. After the completion of the process, the MOU will be signed with different colleges.



12. It has been unanimously decided that as part of the commitment toward the formation of a Green Campus, Green Audit work should be initiated. The academic Sub-Committee of the Affairs of the Green Audit is requested to take the necessary steps for doing the work related to the Green Audit.
13. It has been decided that the awareness programme related to the Code of Conduct of the Teaching Faculties, Librarians, Non-Teaching Staff, and Students will be jointly organized by the IQAC and Research and Publication Cell. It has been also decided that the Research and Publication of Cell will prepare the Code of Conducts for Teaching Faculties, Librarians, Non-Teaching Staff, and Students. Joint Convenors of the Research and Publication Cell are requested to take the appropriate steps.
14. It has been also unanimously decided that one appropriate Grievance Redressal mechanism of Internal Examination will be prepared. Students' Grievance Redressal Committee is requested to take the necessary steps.
15. The House unanimously thought that the Alumni Association has an important role in institutional development and also thought that this organ should become more active. The house unanimously thought that lately, the Alumni Association has held successfully several programs. One of these successful programs was the Cyber Awareness Programme. The honorable Principal of the College is requested to keep the necessary communication with the Alumni Association so that they can take a more active role in the development of the College.

**The meeting ended with a vote of thanks to the chair and from the chair.**

*Puspita Mahanta*

Co-ordinator  
IQAC  
Srikrishna College, Bagula, Nadia

*Chosh* 02.02.2021  
Principal  
Srikrishna College  
P.O.-Bagula, Dist.-Nadia,





# SRIKRISHNA COLLEGE, BAGULA INTERNAL QUALITY ASSURANCE CELL

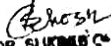
## NOTICE

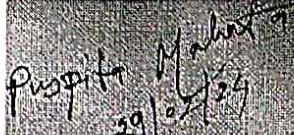
29.02.2024

Ref. No.- IQAC/2023-24/05

This is to inform all the members of IQAC that a meeting of the IQAC will be held on 5<sup>th</sup> March 2024 at 12.01 pm in the meeting room of the college with the following agenda:

1. To confirm the minutes of the meeting held on 2<sup>nd</sup> February 2024.
2. To discuss the pending works decided in the previous IQAC Meeting.
3. Certificate & Diploma Course in Spoken English.
4. WBCS Coaching.
5. Seed Money or Seed Financing to promote research-related works.
6. Miscellaneous.

  
DR. SUKANYA CHANDRA  
PR.  
SRIKRISHNA COLLEGE  
P.O. BAGULA, DIST. NADIA  
W.B. PIN-741502

  
Puspita Mahata  
29/02/24

(PUSPITA MAHATA)

Co-ordinator

Coordinator, IQAC

Srikrishna College,

Bagula, Nadia, 741502

**Copy forwarded to-**

1. All the members of IQAC
2. Mr. Subrata Ray, Special Invitee

IBAC meeting held on 5<sup>th</sup> March, 2024 at 1:30 PM at meeting room. Following members are present in the meeting.

1.

2.

3. Puspita Mahanta 05/03/24

4. Anita Das 05/03/2024

5. Parvata Hoja 05/03/2024

6. Ranit Mandal 05/03/2024

7. Ankita Indra 05/03/2024

8. Subanta Roy 05/03/24

9. Binay Bis 05/03/24.

10. Pranab Das 05/03/2024.

11. Ujjal Koo Das 05.03.24

12. Dejit Das 05/03/2024

13. Rajib Sinha 05/03/2024.

14. Binim Ranjan Bis 05/3/2024

15. Sujay Pal 5/3/24



**Resolution of the Meeting dated 5<sup>th</sup> March 2024:**

The meeting was held at 12.30 p.m. on 05.03.2024 in the Meeting Room under the chairmanship of Dr. Sukdeb Ghosh, Principal of the College. The meeting started with the agenda presentation by Puspita Mahata, Coordinator, IQAC.

It has been resolved that the previous meeting minutes dated 02.02.2024 have been confirmed unanimously.

Puspita Mahata informed the house that the pending works of IQAC need to be completed at the earliest, and it has been decided that all the works will be completed with all members working collectively.

It has been unanimously decided that the Certificate Course in Spoken English will be started very soon. Puspita Mahata proposed the name of Ranit Mandal, Assistant Professor, Department of English and Subrata Ray, SACT 1, Department of English, as the Joint Coordinators of the said course. The house unanimously accepted the proposal. It has also been decided that they will develop the course and look after everything related to it, and Subrata Ray will take the classes for it. He will be given Rs. 500 (five hundred) as remuneration on a class basis. The financial aspects of the remuneration of class teachers and coordinators of the said course will finally be decided in the GB meeting, and it will be forwarded to the Governing Body of the college.

Ujjal Kumar Das, Assistant Professor, Department of Computer Science, has proposed starting the WBCS course. After the discussion, it has been resolved that it needs to be started but no final decisions have been taken in this regard.

Dr. Sujay Roy, Assistant Professor, Department of Physics, presented the proposal of seed money or seed financing to promote research-based works. After a prolonged discussion, it is kept for further matters of discussion.

As there were no issues to be discussed; the meeting concluded with a vote of thanks to and from the chair.

*Puspita Mahata*  
Co-ordinator  
IQAC  
Srikrishna College, Bagula, Nadia

*Ghosh* 05.03.2024  
Principal  
Srikrishna College  
P.O.-Bagula, Dist.-Nadia.



# NOTICE

Ref. No.- IQAC/2023-24/06      Date: 17/06/2024

This is to inform all the members of IQAC that an online meeting of IQAC through Google Meet link: <https://meet.google.com/aus-dued-ttdw> will be held on 18<sup>th</sup> June (Tuesday) at 8 p.m. to discuss the following Agenda.

1. To discuss the course fees of the upcoming Spoken English Course.
2. Miscellaneous.

All the members are requested to make it convenient for them to attend the meeting.

## Resolution of the Meeting dated 18<sup>th</sup> June 2024:

An online meeting of IQAC was held on 18<sup>th</sup> June, 2024 at 8 p.m. under the chairmanship of Dr. Sukdeb Ghosh, Principal of the College. The meeting started with the presentation of the agenda by Smt. Puspita Mahata, Coordinator, IQAC.

At first Smt. Puspita Mahata, Coordinator, IQAC informed us that IQAC is going to start a certificate course on Spoken English. As decided in the earlier meeting, the joint coordinators of the said course are Mr. Ranit Mandal, Assistant Professor, department of English, and Mr. Subrata Roy, SACT, Department of English.

After a thorough discussion, it has been unanimously decided that course fees will be Rs. 2000 for all the students for this above-mentioned six-month course. It is also decided that this decision will be forwarded to the governing body for its approval.

## Details of the Course as discussed in the meeting:

<b>Course Duration</b>	: 72 hours/ 48 classes/ 6 months
<b>Weekly Classes</b>	: Monday and Friday
<b>Time</b>	: 3.30p.m. onwards,

**Class duration** :90 minutes  
**Mode of Classes** : Mostly offline but occasionally Online  
**Vanue** :Srikrishna College  
**Commencement of the Course:**12<sup>th</sup> August, 2024

*Puspita Mahanta*  
Co-ordinator  
IGAC  
Srikrishna College, Bagula, Nadia

*02/7/2024*  
Principal  
Srikrishna College  
P.O.-Bagula, Dist.-Nadia.