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# DR. KANAILAL BHATTACHARYYA COLLEGE

(Affiliated to the University of Calcutta)  
Re- Accredited with 'B' Grade by NAAC  
15, KONA ROAD, RAMRAJATALA,  
P.O. SANTRAGACHI, HOWRAH - 711104

Ref. No. ....

Date : .....

## ACTION TAKEN REPORT

Internal Quality Assurance Cell (IQAC)

Dr. Kanailal Bhattacharyya College

ACADEMIC SESSION: 2017-2018

Resolutions adopted in IQAC Meetings	Implementation of the program (Action Taken)
1. Proposal for requisition of books and equipment as per UGC grant. (Resolution adopted in IQAC meeting dated 25/07/2017).	Initiative taken to purchase new books, furniture, laboratory equipment, specimen and chemicals for Bio-Science departments and Geography under UGC grant. <i>'Resolved that proposals for arrangement of furniture and fixtures, electrical fittings and purchase of laboratory equipment, specimens, chemicals and other peripherals for department of Botany, zoology and Physiology and purchase of equipment and GIS software for department of Geography will be submitted to Govt. Of West Bengal and UGC with item specification and respective costs in adherence to resolution no. 1 of Purchase committee subsequent to Finance committee resolution no.6 dated 08/03/2017.'</i> <b>(Excerpts of Governing Body meeting: Resolution no:12, dated 29/08/2017)</b>
2. Engagement of guest lecturer as per requirement. (Resolution adopted in IQAC meeting dated 25/07/2017).	Guest Lecturers were appointed in various departments to satisfy workload in respective department. <i>'Resolved that following number of Guest Lecturer is being approved for Zoology (02), Botany (02), Physiology (02), Political science (02), Bengali (01), Commerce (01).'</i> <b>(Excerpts from Governing Body meeting: Resolution no: 4/4, dated 29/08/2017)</b>
3. Establishment of smart classrooms. (Resolution adopted in IQAC meeting dated 25/07/2017).	Smart class rooms with projection system were made operational for U.G. Courses in Geography and Life Sciences to address the long-standing demand of the students, teachers, and alumni.
4. Proposal for Departmental activities. (Resolution adopted in IQAC meeting dated 25/07/2017).	Governing body allocated Rs. 3000/- per department for organizing departmental seminar in 2017-2018. a) Department of Bengali organized seminar on 'Indo European Language Family and Bengali Language' on 22/08/2017. b) Department of Commerce organized a seminar on 'Impact of Goods & Services Tax /GST Act 2017' on 09/09/2017. <i>'Resolved that Rs. 9000/- sanctioned to Department of Commerce to organize seminar on GST.'</i> <b>(Excerpts of Governing Body meeting: Resolution no: 21, dated 29/08/2017)</b> <i>'Resolved that Rs. 3000/- be allocated to each department to organize seminar in association with IQAC.'</i> <b>(Excerpts of Governing Body meeting: Resolution no: 22, dated</b>

  
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	<b>29/08/2017)</b>  c) Department of Political science organized a debate on 'Swadhinota Uttar Bharate Nari Swadhinota: Aropito na Orjito" (Women Independence in Post Independent India: Inflicted or Earned?) in September, 2017.
5. Proposal for set up of Virtual classroom. (Resolution adopted in IQAC meeting dated 25/07/2017).	Governing body has submitted proposal to Department of Higher education, Govt. of West Bengal and UGC for raising at least three digital classrooms – two in science block and another in main building. <i>'Resolved that digital classroom be set up in order to ensure contemporary curricular management with information technology enabled teaching practice. Proposal be submitted to Department of Higher education, Govt. of West Bengal and UGC for raising at least three digital classrooms – two in science block and another in main building'.</i> <b>(Excerpts from Governing Body meeting: Resolution no: 4/11, dated 29/08/2017)</b>
6. Extension activities with NSS unit. (Resolution adopted in IQAC meeting dated 25/07/2017).	NSS unit of the college has organized Blood Donation Camp on 16/03/2018 in college campus. The campus was declared 'Plastic-Free Zone'.
7. Proposal for Dr. K L B memorial lecture. (Resolution adopted in IQAC meeting dated 11/09/2017).	The first Dr. Kanailal Bhattacharyya Memorial Lecture was delivered by Dr. Puroshottam Bhattacharyya, Professor of International Relations, Jadavpur University on 'Indian Foreign Policy: An Overall Evaluation in the Perspective of Strategic Evolution' on 17/11/ 2017.
8. Proposal for infrastructural augmentation in science building. (Resolution adopted in IQAC meeting dated 11/09/2017).	Governing body has taken initiative for construction of new room in science block for laboratory purpose.
9. Proposal for career-oriented workshop on animation and multimedia. (Resolution adopted in IQAC meeting dated 11/09/2017).	A one-day workshop on Animation and Multimedia was organized by RTG Animate-Animation Academy in collaboration with IQAC, on 3rd November, 2017.
10. Proposal for improvement of library service. (Resolution adopted in IQAC meeting dated 11/09/2017).	Separate internet connection was introduced in the library for book requisition.
11. Proposal for Career counseling seminars and workshop for students. (Resolution adopted in IQAC meeting dated 04/12/2017).	A Career Counseling Programme was organized by George School of Competitive Exams, on 11th December, 2017 in collaboration with IQAC.
12. Proposal for various infrastructural augmentations in the campus. (Resolution adopted in IQAC meeting dated 04/12/2017).	Following infrastructural augmentation carried out. a) New toilet for students was constructed in campus. b) Additional elevated passage was constructed to get access to classrooms in library building. c) New Chair, tables, Kitchen chimney was installed in college canteen.

  
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	<p><i>'Resolved that necessary numbers of chairs, tables to be purchased for canteen.'</i> <b>(Excerpts of Governing Body meeting: Resolution no: 27, dated 29/08/2017)</b></p> <p><i>'Resolved that a kitchen chimney be bought for student's canteen.'</i> <b>(Excerpts of Governing Body meeting: Resolution no: 1/7, dated 17/03/2018)</b></p> <p><i>'Resolved that number of admissible toilets be constructed from V.U. fund. Necessary building plan be prepared by recognized LBS for this purpose.'</i> <b>(Excerpts from Governing body Meeting: Resolution No. 3/6. Dated 29/09/2017).</b></p> <p><i>'Resolved that toilets in campus for students and paving of access to classrooms in library building to avoid water logging be constructed with immediate effect and for these purpose estimate vetted by Howrah Municipal Corporation amounting Rs. 4,74,237/- is being approved.'</i> <b>(Excerpts from Governing body Meeting: Resolution No. 6/1/4. Dated 17/03/2018).</b></p> <p>d) Un-utilized room in the ground floor of the main building can now be used as Girls common room with provision of new furniture and attached toilet.</p> <p><i>'Resolved that Allied to agenda No. 2, unutilized room for vocational courses will be used as Girls common room with arrangements new chairs, tables, wash basin with mirror, exhaust fan and almirah.'</i> <b>(Excerpts from Finance Committee: Resolution No. ¾ dated 16/01/2018).</b></p>
13. Proposal for smart classroom from RUSA grant, (Resolution adopted in IQAC meeting dated 09/02/2018).	Four smart classrooms were made operative by utilization from RUSA grant and with the technical assistance from WEBEL for ongoing UG Honours and General courses and for proposed PG program in Geography and UG course in Journalism and Mass Communication.
14. Management of new CBCS curriculum. (Resolution adopted in IQAC meeting dated 09/02/2018).	New CBCS curriculum is being operative in B.Com. programme. 'Internal Evaluation' was introduced from the 2nd semester of commerce program under CBCS. Attendance and progress of students are now being monitored as per the new structure. Mechanism is now formulated to identify weak students and necessary measures planned for their improvement.
15. Proposal for seminars on gender-sensitization to celebrate International Women's Day. (Resolution adopted in IQAC meeting dated 09/02/2018).	The IQAC has organized special seminar on 'Women in Folk Literature' and 'Position of Women in the working field' on the eve of International Women's Day, 8 <sup>th</sup> March, 2018. Renowned Emeritus Professor Dr. Barun Kumar Chakraborty and Dr. Ayantika Ghosh, Associate Professor, Ananda Mohan College, Kolkata have graced the occasion and delivered lecture.

  
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16. Proposal for awareness program on e-submission of fees. (Resolution adopted in IQAC meeting dated 09/02/2018).	Awareness Programme On 'Net Banking and Online Deposition of Tuition Fees' was organized for students in Collaboration with State Bank of India Regional Circle.
17. Proposal for renovation of Teachers room. (Resolution adopted in IQAC meeting dated 01/12/2017).	Teachers' room was renovated with requisite arrangements of new furniture and desktop computers. 'Resolved that Renovation of Teachers' room and office will be done from V.U. fund'. <b>(Excerpts from Finance Committee meeting: Resolution no: 3/7, dated 16/01/18)</b>
18. Operationalization of Virtual classroom. (Resolution adopted in IQAC meeting dated 01/12/2017).	Teachers were given practical training on various aspects of the software installed in the Virtual (digital) classroom. The virtual classroom was set up using special grant from Department of Higher education, Govt. of West Bengal. The master routine was modified to incorporate one special class per Honours subject per week in the virtual class room.
19. Proposal for appointing new casual staff. (Resolution adopted in IQAC meeting dated 02/12/2017).	Casual staff appointed for running the offices of Distance education, VU, NSOU and Vocational courses to ease the work load.
20. Renovation of Office. (Resolution adopted in IQAC meeting dated 02/12/2017).	Following renovation were made in office infrastructure. a) New room for Cash and Account section. b) Expansion of existing Office and toilets. c) Expansion of CCTV network to ensure security of the campus. d) Installation of new biometric device. 'Un utilized room for vocational course to be repaired and remodeled for new cash and account section, purchase of new biometric impression to be made, office to be renovated from VU fund'. <b>(Excerpts of Finance Committee meeting: Resolution no: 2,4,7,9, dated 16/01/2018)</b>
21. Management of new CBCS curriculum. (Resolution adopted in IQAC meeting dated 14/05/2018).	In adherence to CU notification No. CSR/3/18 dated 07/05/2018, the office was prepared for the introduction of new CBCS (semester) system in B.A/B.Sc. from academic session 2018-2019. Office will follow the revised admission regulations for 3-year B.A. /B.Sc. (Honours & General) course of studies, Necessary changes are now incorporated in the online admission system to accommodate the new CBCS in UG level. The office staff were made acquainted with the new course structure of SEC and DSE courses as notified by CU.
22. Training of office personal for management of CBCS. (Resolution adopted in IQAC meeting dated 14/05/2018).	Sri Kinkar Ghosh have attended the workshop on CBCS curriculum organized by CU.
23. Preparation of online admission system. (Resolution adopted in IQAC meeting dated 14/05/2018).	Admission system will be made fully online from 2018-2019. Necessary online admission package was procured and adequate training of the office personal was arranged.

*Kdab*  
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