

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	01
তারিখ / Date	11/02/2022

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	Meeting Room
সময় / Time	2:30 P.M.

- ১। ১. *Mantu Biswas* ১১/০২/২২ ৮। ৮. *Ximkateghon* ১১/২/২০২২ ১৫। ১৫.
২। ২. *Mantu Biswas* ১১/০২/২২ ৯। ৯. *Madhumita Deb Nath* ১১/২/২২ ১৬। ১৬.
৩। ৩. *Samir Kumar Naskar* ১১/০২/২২ ১০। ১০. *Sipra Ganguly* ১১/০২/২২ ১৭। ১৭.
৪। ৪. *S. B. Biswas* ১১/০২/২২ ১১। ১১. *Anasua Chatterjee* ১১/০২/২২ ১৮। ১৮.
৫। ৫. *Sampa Roy Bogelhi* ১১/০২/২২ ১২। ১২.
৬। ৬. *P. K. Sanki* ১১/০২/২২ ১৩। ১৩.



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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. IQAC/KLBC/Meeting-1/2021-2022

Date : 03/02/2022

NOTICE

IQAC-Meeting-1

Academic session: 2021-2022 (From Jan 2022-June 2022)

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 11/02/2022 at 2.30 pm in IQAC Room to discuss the following agenda.

Agenda:

1. Ratification of Last IQAC Meeting held on 07/12/2021.
2. Renewal of registration with the N-LIST programme.
3. Formation of Electoral Literacy Club.
4. Proposal for Introduction of new add-on course on Communicative English.
5. Promotion of skill development through introduction of DDU-GKY
6. Restructuring of add-on courses (Tally ace).
7. Renewal and restructuring of add-on course on Beauty therapy and aesthetics.
8. Support skill training program of PSA and RKM offered to UG and graduate students.
9. Renewal of ISO Certification.
10. Proposal for Departmental activities.
11. Analysis of Feedback report for the academic session of 2020-21.
12. Requirement of new Full-Time teaching posts.
13. Proposal for seminar on International Mother language Day.
14. Proposal for Seminar on Ecology/Environment.
15. Proposal for seminar on Intellectual property rights.
16. Observation of National Science Day.

(Signature)
(DR. MANTU BISWAS)
Coordinator,
IQAC,

Dr. Kanailal Bhattacharyya College
Santragachi, Howrah-4

(Signature)
(DR. KAUSTUBH LAHIRI)
Principal
Dr. Kanailal Bhattacharyya College
Ramrajatala, Howrah-4

IQAC Meeting-1
ACADEMIC SESSION-2021-22

DATE: 11/02/2022**VENUE: IQAC ROOM****TIME: 2.30 pm**

AGENDA	RESOLUTION
1. Ratification of Last IQAC Meeting held on 07/12/2021.	Resolutions of last IQAC Meeting dated 07/12/2021 stand ratified.
2. Renewal of registration with the N-LIST programme, the online database run by INFLIBNET.	Resolved that the college will renew its registration with the N-LIST program to access various e-resources like research articles, e-journals, e-books, literature, etc. at an affordable cost. A comprehensive list of authorized users- including faculty, staff and students will be sent to N-LIST to obtain log in-ID and passwords.
3. Formation of Electoral Literacy Club	Resolved that an Electoral Literacy Club (ELC) is to be set up in college to promote Electoral Literacy among students. Primary functions of ELC would be to create awareness on voting procedure, voter registration, and importance of informed voting among students by organizing debates and discussion on various election related topic, to encourage students to participate in Youth Parliament competition, to encourage club members to volunteer themselves in various electoral processes in their areas. A committee headed by Prof Anasua Chatterjee will look after the functioning of ELC. Proposed members of the committee: a. Prof. Anasua Chatterjee. (HOD, Dept of Pol. Sc. & Convenor) b. Prof. SK. Saddam Hossein (Dept. of Pol. Sc.) c. Dr. Prabir Kumar Sanki, (Dept. of Commerce) d. Dr. Samir Kumar Naskar (Dept. of Education) e. Shri Susanta Chatterjee (NTS) and f. Shri Arun Manna (NTS).
4. Proposal for Introduction of new add-on course on Communicative English.	Resolved that Communicative English (add-on Course) to be introduced in collaboration with Inditech Software wizard private limited from next academic (2022-2023) session The course will be of 60 hours duration (1 year) and will be offered to the all students at a cost of 400/-.
5. Promotion of skill development through introduction of DDU-GKY (Deen Dayal Updhyaya Gramin Kaushalaya Yojana).	As per the agreement made between Edubrige Learning private Ltd. and Dr. Kanailal Bhattacharyya College on 08/10/2021, different skill development training is being offered to students of this institution to increase their employability.
6. Restructuring of add-on courses (Tally ace).	Resolved that the Institution has taken initiatives to restructure the Tally ace program by introducing a new version (Tally essential level -2). Students enrolled for Tally ace-ERP.9 showed lack of interest in the program. They wanted an upgraded and latest version of the Tally training.
7. Renewal and restructuring of add-on course on Beauty therapy and aesthetics.	Renewal and restructuring of the add-on course on Beauty therapy is made as per agreement between Inditech Software Wizard Private Limited and the College. Resolved that the institution will promote short duration courses in Beauty therapy in addition to B. Voc. Program as per

Kdabo 06/05/2022

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Ramrajatala, Howrah-4

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

	demand of the students. Institution will develop sufficient infrastructure to conduct training. However, the institution will continue to promote its B. Voc. Program among students.
8. Support skill training program of PSA and RKM offered to UG and graduate students of the institution.	Resolved that Institution will further promote and support skill enhancement programs offered by Peerless skill academy in collaboration with Ramkrishna Mission as per agreement made in Feb, 2021. The collaboration is valid up to Feb, 2024.
9. Renewal of ISO Certification	1st phase of ISO Certification on Quality management and Environmental management of the institution was completed in Jan, 2021. All the recommendations are now followed and implemented. The institution will take appropriate action to renew the certification in 2022.
10. Proposal for Departmental activities.	Departments will conduct student's seminar in their even semester to promote student centric activities.
11. Analysis of Feedback report for the academic session of 2020-21.	<p>Feedback, collected online using Google forms in 2020-2021 session during covid-19 pandemic, from the following three stakeholders, were analyzed:</p> <ol style="list-style-type: none"> Students feedback: Students feedback was collected department wise separately during 2020-2021 session. Responses were analyzed in departmental meetings and available in website. Teacher's feedback: Annual feedback collected from 45 Full time and SACT showed that approximately 77% of teachers used ICT enabled teaching methods during pandemic, 88% of them participated in departmental meeting regularly. Several suggestions were put forward by FTTs and SACTs in their feedback, for e.g., introduction of seminal library for all departments, more e-resources in central library, more smart class rooms in campus, expansion of IT lab and provision of more FTTs (full-time teachers) across all subjects. Full report is available in college website. Alumni feedback: 82.7% of the respondent said that they were happy with the overall teaching learning process of the institution. 91% endorsed that their teachers used ICT based methods during pandemic and more than 91% said that they received guidance on higher education and employment from their faculties. Alumni put forward few suggestions in their feedback, like, better IT lab facility, improvement in sports facility, better drinking water and toilet facilities etc. <p>Members of IQAC have analyzed and given serious consideration to the feedback reports in pursuance of continuous improvement in the quality of teaching-learning process of the institution. The information generated through this system will be used as roadmap to address major issues raised by students, teachers, and alumni.</p>
12. Requirement of new Full-Time teaching posts.	Resolved that prayer be submitted to Department of Higher Education through Directorate of Education for filling up deemed admissible full-time teaching posts in Bengali, Botany, Commerce, Education.

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Dr. Kanailal Bhattacharyya College
Ramrajatala, Howrah-4

	Geography, Philosophy, Political science, Physiology, Journalism, Zoology, Food and Nutrition and BBA, to fulfill curricular obligation to ensure proper student-teacher ratio in accordance with NAAC guidelines.
13. Proposal for seminar on International Mother language Day.	Resolved that a seminar will be organized by the Department of Bengali to observe International Mother Language Day 21 st February, 2022 in association with IQAC.
14. Proposal for Seminar on Ecology/Environment.	Resolved that a state level seminar will be organized by Department of Zoology in association with IQAC in April, 2022 on "Forest and Wildlife in India: An Ecological Perspective".
15. Proposal for seminar on Intellectual property rights.	Resolved that a seminar on 'Intellectual Property Rights' will be organized in April, 2022 in association with IQAC.
16. Observation of National Science Day.	Resolved that National Science Day will be observed on 28/02/2022 by arranging an interdisciplinary student seminar based on a central theme of 'Integrated approach in Science and Technology for a sustainable future'.


 (DR. MANTU BISWAS)
 Coordinator,
 IQAC,

Dr. Kanailal Bhattacharyya College
 Santragachi, Howrah-4

28/02/2022
 Principal
 Dr. Kanailal Bhattacharyya College
 Ramrajatala, Howrah-4

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	2
তারিখ / Date	6/5/2022

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	Meeting Room
সময় / Time	2:30 P.M.

- | | | |
|---|---|---------|
| ১। ১. <i>Mantu Biswas</i> 6/5/2022 | ৮। ৮. <i>Anasua Chatterjee</i> 6/5/2022 | ১৫। ১৫. |
| ২। ২. <i>Mantu Biswas</i> 6/5/2022 | ৯। ৯. <i>Madhumita Sarmah</i> 6/5/2022 | ১৬। ১৬. |
| ৩। ৩. <i>Samir Kumar Nayak</i> 6/5/2022 | ১০। ১০. <i>Bidusi Sarder</i> 6/5/2022 | ১৭। ১৭. |
| ৪। ৪. <i>P. K. Sanki</i> 6/5/2022 | ১১। ১১. <i>Sipra Ganguly</i> 6/5/2022 | ১৮। ১৮. |
| ৫। ৫. <i>Sampa Roy Bagehi</i> 6/5/2022 | | ১৯। ১৯. |
| ৬। ৬. <i>P. K. Sanki</i> 6/5/2022 | | ২০। ২০. |
| ৭। ৭. <i>Rigam</i> 6/5/2022 | | ২১। ২১. |

নং / No.	রেজল্যুশন / Resolution Adopted
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Ref. No. IQAC/KLBCE/Meeting-2/2021-2022

Date : 26/04/2022

NOTICE

IQAC-Meeting-2

Academic session: 2021-2022

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 06/05/2022 at 2.30 pm in IQAC Room to discuss the following agenda.

Agenda:

1. Proposal for introduction of new Distance Education Centre in campus.
2. Proposal for opening of study centre under Rabindra Bharati University distance learning program.
3. Proposal for Full time Librarian in central library.
4. Introduction of new subjects in UG & PG curriculum.
5. Restructuring of add-on courses in Interior Decoration
6. Observation of World Environment Day.
7. Upgradation of Digitized accounting system.

(Signature)
(DR. MANTU BISWAS)
Coordinator,
IQAC,

Dr. Kanailal Bhattacharyya College
Santragachi, Howrah-4

(Signature)
(DR. KAUSTUBH LAHIRI)
Principal
Dr. Kanailal Bhattacharyya College
Ramrajatala, Howrah-4

IQAC Meeting-2
ACADEMIC SESSION-2021-22

DATE: 06/05/2022

VENUE: IQAC ROOM

TIME: 2.30 pm

AGENDA	RESOLUTION
1. Proposal for introduction of new Distance Education Centre in campus.	Open and Distance learning (ODL) is being considered as important avenues through which equity, access and quality of education can be attained under NEP-2020. Our institution does not have any distance education program of its own so far. It is resolved that the institution will open its campus for distance learning by hosting 'Learner support centre' under IGNOU. Under this agreement, the host institute will provide infrastructural facility and the faculty of the host institution will be empanelled as academic counsellor of IGNOU. In turn IGNOU will pay hiring charges as per its norms to LSC.
2. Proposal for Introduction of new distance education centre under Rabindra Bharati University.	One of the key targets of the NEP-2020 is to use of ODL as a mainstream delivery mechanism. Acknowledging the fact, that our institution is yet to meet the eligibility norms to design its own ODL courses, it is resolved that our institution will promote opening of more study centres for ODL under recognised institutes. The institution will submit proposal to open 'study centres' under distance learning program of Rabindra Bharati University to conduct PG courses in distance mode in Geography, Bengali, Environmental studies, Political science and Education in near future.
3. Proposal for Full time Librarian in central library.	Resolved that requisition for sanctioning the post of a Librarian for College library will be made at the earliest to ensure better facility and service for the students and faculty. (Excerpts from Governing Body meeting: Resolution no: 6-9/GB1 dated 28/06/2022)
4. Introduction of new subjects in UG & PG curriculum.	Resolved that proposal be submitted to concerned authority for necessary approval of PG course in Education and UG Honours course in Journalism and Mass Com, Food and Nutrition and Bachelor of library and Information Science.
5. Restructuring of add-on courses on Interior Decoration	Resolved that the Institution needs to redesign its add-on course on Interior design by inviting other houses who can offer short-duration, pocket friendly certification courses. Institution will continue to promote B. Voc. program alongside new courses.
6. Observation of World Environment Day.	Resolved that World Environment Day will be celebrated on 5 th June, 2022 by planting saplings in college garden. Dr. Kanailal Bhattacharyya College in collaboration with SBI will take special initiative to create awareness about making the environment and surroundings clean and green.
7. Upgradation of Digitized accounting system.	College Will maintain system generated voucher as part of digitized accounting system from next session.

(DR. MANTU BISWAS)

Coordinator,

IQAC,

Dr. Kanailal Bhattacharyya College

Gangagachi, Howrah-4

Principal

Dr. Kanailal Bhattacharyya College
Ramrajatala, Howrah-4