

# মিটিং রেজল্যুশন বই

## 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. ~~Dr. Kanailal Bhattacharyya~~ ১১/০২/২০২২ ১৫.  
২। ২. Mantu Biswas ১১/০২/২০২২ ১৬.  
৩। ৩. Samir Kumar Kar ১১/০২/২০২২ ১৭.  
৪। ৪. S. Bhattacharya ১১/০২/২০২২ ১৮.  
৫। ৫. Jampa Ray Bogchi ১১/০২/২০২২ ১৯.  
৬। ৬. P.K. Sanku ১১/০২/২০২২ ২০.



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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.

(DR. MANTU BISWAS)  
Coordinator,  
IQAC,

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

(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.<br>A committee headed by Prof Anasua Chatterjee will look after the functioning of ELC. Proposed members of the committee:<br>a. Prof. Anasua Chatterjee. (HOD, Dept of Pol. Sc. & Convenor)<br>b. Prof. SK. Saddam Hossein (Dept. of Pol. Sc.)<br>c. Dr. Prabir Kumar Sanki, (Dept. of Commerce)<br>d. Dr. Samir Kumar Naskar (Dept. of Education)<br>e. Shri Susanta Chatterjee (NTS) and<br>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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

Khatu 06/05/2022  
Principal

Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4



# মিটিং রেজল্যুশন বই

## MEETING RESOLUTION BOOK

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|----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                          | 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> <ul style="list-style-type: none"> <li>a) <b>Students feedback:</b> Students feedback was collected department wise separately during 2020-2021 session. Responses were analyzed in departmental meetings and available in website.</li> <li>b) <b>Teacher's feedback:</b> 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.</li> <li>c) <b>Alumni feedback:</b> 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.</li> </ul> <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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

Principal  
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 <sup>st</sup> 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

|                         |          |
|-------------------------|----------|
| मिनिट नं. / Meeting No. | 2        |
| तारीख / Date            | 6/5/2022 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |              |
|---------------|--------------|
| स्थान / Place | Meeting Room |
| समय / Time    | 2:30 P.M.    |

- |                                      |                                       |         |
|--------------------------------------|---------------------------------------|---------|
| 201. <del>Manu Biswas</del> 6/5/2022 | 201. 8 Anasua Chatterjee 6/5/2022     | 201. 15 |
| 202. Manu Biswas 6/5/2022            | 201. 9. Madhumita Chatterjee 6/5/2022 | 201. 16 |
| 203. Samir Kumar Nayak 6/5/2022      | 201. 10. Bidushi Sarda 6/5/2022       | 201. 17 |
| 204. <del>Manu Biswas</del> 6/5/2022 | 201. 11. Sipra Ganguly 6/5/2022       | 201. 18 |
| 205. Jampa Roy Bagchi 6/5/2022       |                                       | 201. 19 |
| 206. P.K. Sanki 6/5/2023             |                                       | 201. 20 |
| 207. <del>Manu Biswas</del> 6/5/2023 |                                       | 201. 21 |

| নং / No. | রেজল্যুশন / Resolution Adopted |
|----------|--------------------------------|
|----------|--------------------------------|



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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-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.

(DR. MANTU BISWAS)  
Coordinator,  
IQAC.

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

(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.<br>(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 <sup>th</sup> 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

Ramrajatala, Howrah-4

Principal

Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4



## ACTION TAKEN REPORT

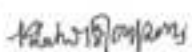
### Internal Quality Assurance Cell (IQAC)

#### Dr Kanailal Bhattacharyya college

Following tables summarises the effort of IQAC, Dr Kanailal Bhattacharyya College in in planning and implementation of various programs in 2021-22

#### ACADEMIC SESSION: 2021-2022

| Plan of Action adopted in IQAC Meetings                                                                                                                                 | Implementation of the program (Outcome)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Renewal of registration with the N-LIST programme. (Resolution adopted in IQAC meeting dated 11/02/2022)                                                             | N-LIST registration was renewed on 04/04/2022 to continue the membership,                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 2. Formation of Electoral Literacy Club. (Resolution adopted in IQAC meeting dated 11/02/2022)                                                                          | Electoral literacy club was constituted with a functional committee headed by Prof. Anasua Chatterjee. (Convenor). The committee will plan to organize various awareness program and workshop on electoral literacy with the members of the club. Members of the club will continue to take part in Youth parliament competition.                                                                                                                                                                                                                     |
| 3. Proposal for Introduction of new add-on course on Communicative English. (Resolution adopted in IQAC meeting dated 11/02/2022)                                       | Communicative English course was finalized after collaboration with Inditech Software wizard private limited from the next academic (2022-2023) session The course will be of 60 hours duration (1 year) and will be offered to all UG students at a cost of 400/-.                                                                                                                                                                                                                                                                                   |
| 4. Promotion of skill development through introduction of DDU-GKY (Resolution adopted in IQAC meeting dated 11/02/2022)                                                 | An agreement was signed between Edubridge Learning private Ltd. and Dr. Kanailal Bhattacharyya College on 08/10/2021 to offer six different skill development training programs for students of this institution to increase their employability.                                                                                                                                                                                                                                                                                                     |
| 5. Restructuring of add-on courses (Tally ace). (Resolution adopted in IQAC meeting dated 11/02/2022)                                                                   | Institution has taken initiatives to introduce a new version (Tally essential level -2) to replace the older version. 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.                                                                                                                                                                                                                                                                                 |
| 6. Renewal and restructuring of add-on course on Beauty therapy and aesthetics. (Resolution adopted in IQAC meeting dated 11/02/2022)                                   | The add-on course on Beauty therapy & Aesthetics was relaunched after an agreement between Inditech Software Wizard Private Limited and the College. It was decided that institution will promote short-duration courses in addition to B. Voc. Program as per demand of the students. Institution will develop sufficient infrastructure to conduct this training..                                                                                                                                                                                  |
| 7. To Support skill training program of PSA and RKM being offered to UG and graduate students of the institution. (Resolution adopted in IQAC meeting dated 11/02/2022) | Institution signed MoU with Peerless Skill Academy and Ramakrishna Mission to introduce skill enhancement programs for final year UG students and pass outs and to continue to support the existing program till Feb, 2024.<br><i>'Resolved that MOU with Ramkrishna Mission and Peerless Skill Academy to pursue career counselling courses for the academic session 2021-22, stands ratified to raise professionally equipped manpower towards self-reliance'.</i><br><b>(Excerpts from GB Meeting: Resolution No. 1/12-GB13 dated 08/09/2021).</b> |
| 8. Renewal of ISO Certification (Resolution adopted in IQAC meeting dated 11/02/2022)                                                                                   | Renewal of ISO certification 9001: 2015 and 14001: 2015 was completed successfully.                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 9. Proposal for Departmental activities. (Resolution adopted in IQAC meeting dated 11/02/2022)                                                                          | Department wise Student Seminar was organized by various Departments during even semester.                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

  
**Principal**  
 Dr. Kanailal Bhattacharyya College  
 Ramrajatala, Howrah-4

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| 10. Requirement of new Full-Time teaching posts. (Resolution adopted in IQAC meeting dated 11/02/2022)                        | Governing body has taken initiative to send prayer to appropriate authority to sanction full time teaching posts across various UG departments.<br><i>'In compliance with memo no 1199-edn(cs)/iom-62/2001 dated 27/09/2018 to fulfill curricular obligation to ensure proper student-teacher ratio in accordance with NAAC guideline. In the subject of Bengali, Botany, Commerce, Education, Geography, Philosophy, Political science, Physiology, Journalism and mass com, Zoology, Food and Nutrition, BBA, it is resolved that prayer be submitted to Department of Higher Education through Directorate of Education for filling up deemed admissible Full time teaching posts'.</i><br><b>(Excerpts from Governing Body meeting: Resolution no: 7-9/GB1 - 18-9/GB1 dated 28/06/2022.</b> |
| 11. Proposal for seminar on International Mother language Day. (Resolution adopted in IQAC meeting dated 11/02/2022)          | A special lecture was organized by the Department of Bengali to observe International Mother Language Day 21 <sup>st</sup> February, 2022 in association with IQAC.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 12. Proposal for Seminar on Ecology/Environment. (Resolution adopted in IQAC meeting dated 11/02/2022)                        | A state-level seminar was organized by Department of Zoology in association with IQAC on 23/04/2022 on 'Forest and Wildlife in India: An Ecological Perspective'. Speaker: Prof. Susanta Kumar Chakraborty, Department of Zoology, Vidyasagar University.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 13. Proposal for seminar on Intellectual property rights. (Resolution adopted in IQAC meeting dated 11/02/2022)               | A seminar on 'Intellectual Property Rights' was organized on 7 <sup>th</sup> April, 2022 in association with IQAC.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 14. Observation of National Science Day. (Resolution adopted in IQAC meeting dated 11/02/2022)                                | National Science Day was observed on 28/02/2022 with an interdisciplinary student seminar incorporating students from three biological science departments. It was based on a central theme of 'Integrated approach in Science and Technology for a sustainable future'.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 15. Proposal for introduction of new Distance Education Centre in campus. (Resolution adopted in IQAC meeting dated 6/5/2022) | institution has opened its campus for open and distance learning (ODL) by hosting 'Learner support centre' under IGNOU. Relevant MoU was signed between the two parties. The institution was has submitted 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.                                                                                                                                                                                                                                                                                                                                                                |
| 16. Proposal for Full time Librarian in central library. (Resolution adopted in IQAC meeting dated 6/5/2022)                  | Governing body has taken initiative to pray for sanctioning the post of a full time Librarian for college central library.<br><i>'Resolved that prayer be submitted as requisition for sanctioning the post of a Librarian for college library consequent upon the requisitioned book in the college library standing at 14,683 in compliance with statutory audit report for the financial year 2019-2020 and its submission to the Directorate of Education in order to supervise the ongoing amelioration process of library information system as also to ensure its facility of service to the students and teachers'.</i><br><b>(Excerpts from Governing Body meeting: Resolution no: 6-9/GB1 dated 28/06/2022)</b>                                                                       |
| 17. Introduction of new subjects in UG & PG curriculum. (Resolution adopted in IQAC meeting dated 6/5/2022)                   | Governing body took initiative to submit proposal for opening PG courses in Education and UG honours courses in Journalism, Library and Information science and Food & nutrition.<br><i>'Resolved that proposal be submitted to concerned authority for necessary approval of PG course for education and UG honours course in Journalism and mass com, Food and nutrition and Bachelor of library and information science'.</i>                                                                                                                                                                                                                                                                                                                                                                |



|                                                                                                                 |                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                 | (Excerpts from Governing Body meeting: Resolution no: 1-30/GB2 dated 16/09/2022.                                                                                                                                                                                                                      |
| 18. Restructuring of add-on courses on Interior Decoration. (Resolution adopted in IQAC meeting dated 6/5/2022) | Institution has successfully redesigned its add-on course on Interior design by signing MoU with Inditech Software Wizard Private Ltd. who could offer short-duration, pocket friendly certification courses along side B. Voc. Program.                                                              |
| 19. Observation of World Environment Day. (Resolution adopted in IQAC meeting dated 6/5/2022)                   | World Environment Day was celebrated on 5 <sup>th</sup> June, 2022 by planting saplings in college garden. Dr. Kanailal Bhattacharyya College in collaboration with SBI took special initiative to create awareness about making the environment and surroundings clean and green among its students. |
| 20. Upgradation of Digitized accounting system. (Resolution adopted in IQAC meeting dated 6/5/2022)             | College has decided to maintain system generated voucher as part of upgradation of digitized accounting system in the administration from next academic session.                                                                                                                                      |

  
(DR. MANTU BISWAS)  
Coordinator,  
IQAC,

Dr. Kanailal Bhattacharyya College  
Santiguliti, Howrah-4

  
Principal  
Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4

# মিটিং রেজল্যুশন বই

## MEETING RESOLUTION BOOK

|                        |            |
|------------------------|------------|
| মিটিং নং / Meeting No. | 4          |
| তারিখ / Date           | 17/10/2020 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |           |
|---------------|-----------|
| স্থান / Place | IQAC ROOM |
| সময় / Time   | 2:00 P.M. |

- ১। ১. Madhusmita Bhattacharya ১৩/১০/২০  
২। ২. Sankar Kumar Sanyal ১৩/১০/২০  
৩। ৩. Sankar Kumar Sanyal ১৩/১০/২০  
৪। ৪. ১৭-১০-২০  
৫। ৫. P. L. ১৭-১০-২০  
৬। ৬. Kona P. ১৭/১০/২০  
৭। ৭. Madhusmita Bhattacharya ১৩/১০/২০  
৮। ৮. Sudip K. Ghosh ১৩/১০/২০  
৯। ৯. Sankar Kumar Sanyal ১৩/১০/২০  
১০। ১০. Sankar Kumar Sanyal ১৩/১০/২০  
১১। ১১. P. L. ১৭-১০-২০  
১২। ১২. Kona P. ১৭/১০/২০  
১৩। ১৩. P. L. ১৭-১০-২০  
১৪। ১৪. Sankar Kumar Sanyal ১৩/১০/২০  
১৫। ১৫. Sankar Kumar Sanyal ১৩/১০/২০  
১৬। ১৬. Sankar Kumar Sanyal ১৩/১০/২০  
১৭। ১৭. Sankar Kumar Sanyal ১৩/১০/২০  
১৮। ১৮. Sankar Kumar Sanyal ১৩/১০/২০  
১৯। ১৯. Sankar Kumar Sanyal ১৩/১০/২০  
২০। ২০. Sankar Kumar Sanyal ১৩/১০/২০  
২১। ২১. Sankar Kumar Sanyal ১৩/১০/২০

DATE: 17/10

1. Continuat during monitorin

2. Proposal seminar at

3. Continuat on prograr

4. Proposal for activities t college.

5. Proposal courses.

6. Preparation profile and for Academ

7. Status of process.

8. Proposal for AQAR 2019-

9. Formation Administrative Committee.

10. Infrastructu of IT Lab in c



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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-1/2020-21

Date: 10/10/2020

### NOTICE

### IQAC-Meeting-1 Academic session: 2020-2021

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 17/10/2020 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. Continuation of online classes during pandemic and monitoring of classes.
2. Proposal for Departmental seminar and webinar.
3. Continuation of Tally ace (add-on program) and job fair.
4. Proposal for various extension activities through NSS unit of college.
5. Proposal for new add-on courses.
6. Preparation of Departmental profile and Teacher's profile for Academic audit.
7. Status of ISO certification process.
8. Proposal for submission of AQAR 2019-2020.
9. Formation of new Administrative Audit Committee.
10. Infrastructural augmentation of IT Lab in commerce.
11. Infrastructural augmentation in campus.
12. Participation in NIRF and AISHE.

(DR. MANU BISWAS)

Coordinator,  
IQAC,Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

(DR. KAUSTUBH LAHIRI)

Principal

Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4






## মিটিং রেজল্যুশন বহি

নং / No.

|                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 11. Infrastructural augmentation in campus. | <p>a) College has plans to install a display in collaboration with WEBEL for air pollution monitoring.</p> <p>b) IQAC has plans to prepare a site map of the campus for security, cleanliness and maintenance of campus, electric circuit map as per recommendation of Fire and Emergency Services, Government of West Bengal for quick prevention of sudden disaster and a network mapping for complete internet layout of the campus.</p> |
| 12. Participation in NIRF and AISHE.        | The College will participate in NIRF and AISHE 2020.                                                                                                                                                                                                                                                                                                                                                                                        |

  
 (DR. MANTHI BISWAS)  
 Coordinator,  
 IQAC,  
 Dr. Kanailal Bhattacharyya College  
 Sukraajati, Howrah-4

  
 Principal  
 Dr. Kanailal Bhattacharyya College  
 Ramrajatala, Howrah-4



# মিটিং রেজল্যুশন বই

## MEETING RESOLUTION BOOK

নং / No.

|                        |           |
|------------------------|-----------|
| মিটিং নং / Meeting No. | 2         |
| তারিখ / Date           | 30/8/2021 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |             |
|---------------|-------------|
| স্থান / Place | IQAC ROOM - |
| সময় / Time   | 2:00 P.M.   |

- ১। ১. Khatun 30/8/21
- ২। ২. Manto Biswas 30/8/21
- ৩। ৩. Sipra Ganguly 30/8/21
- ৪। ৪. Anasua Chatterjee 30/8/21
- ৫। ৫. Madhumita Deb Nath 30/8/21
- ৬। ৬. Suman K. N. 30/8/21
- ৭। ৭. Smriti Mustapha 30/8/21

- ৮। ৮. Sampa Ray Bogchi 30/8/21
- ৯। ৯. Khatun 30/8/21
- ১০। ১০. S. N. 30/8/21
- ১১। ১১. Khatun 30/8/21
- ১২। ১২.
- ১৩। ১৩.
- ১৪। ১৪.

DATE: 30/8/21



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Fax : 91-33-2627-3241  
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Website : www.drklbcollege.ac.in

## DR. KANAILAL BHATTACHARYYA COLLEGE

(Affiliated to the University of Calcutta)

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15, KONA ROAD, RAMRAJATALA,

P.O. SANTRAGACHI, HOWRAH - 711104

Ref. No. IQAC/KLBC/Meeting-2/2020-21

Date: 23/08/2021

### NOTICE

IQAC-Meeting-2

Academic session: 2020-2021

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 30/08/2021 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. Finalization of AQAR for the Academic Year 2019- 2020.
2. Preparatory initiation of the AQAR for the Academic Year 2020- 2021.

(DR. MANTU BISWAS)  
Coordinator,  
IQAC.

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

(DR. KAUSTUBH LAHIRI)

Principal  
Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4

1. Finalizat  
Academ
2. Prepara  
AQAR fc  
2020- 21

10-73

Page No-74

নং / No.

রেজল্যুশন / Resolution Adopted

200M1 -  
M1 -

**IQAC Meeting-2  
ACADEMIC SESSION-2020-21**

**DATE: 30/08/2021**

**VENUE: IQAC ROOM**

**TIME: 3 pm**

| AGENDA                                                                  | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Finalization of AQAR for the Academic Year 2019- 2020.               | Preparation of AQAR for academic year 2020-2021 to be completed and submitted by 31st December, 2021.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 2. Preparatory initiation of the AQAR for the Academic Year 2020- 2021. | <p>Several new initiatives have been undertaken for the academic year 2019-2020.</p> <ol style="list-style-type: none"> <li>ISO Certification 9001:2015, 14001:2015 have been completed for Quality Management System and Environmental Management System.</li> <li>Institutional feedback from students collected, analyzed and uploaded in the college website.</li> <li>Corporate linkage with TCG Life Sciences for up gradation of Bio-Science Laboratory signed on.</li> <li>UGC Approved B-Voc. Programme on 'Beauty Therapy and Aesthetics; initiated from 2019-2020 session.</li> <li>Online Classes conducted from 23rd March, 2020 onwards through Google Classroom and Google Meet for all semesters and courses.</li> <li>UGC Project on Pandemic Awareness Programme through survey conducted in Amoragori Grampanchayat in Howrah District on 26/06/2020.</li> <li>NSS Outreach programmes conducted.</li> <li>Criterion wise documentation has been done. Special mention should be made about the live online classes conducted through in-campus ICT enabled smart classrooms.</li> <li>Value added course through life skill training programme in Karate for girl's student conducted.</li> <li>Faculties are requested to publish research papers in UGC Care listed journals and chapters in books.</li> <li>MoU for faculty exchange programme with Prafulla Chandra College is operative since March, 2020.</li> <li>Four new Laboratories have been added.</li> <li>Job training has been conducted for 270 students.</li> <li>The percentage of progression of students to Higher Education has increased in the academic year 2019-2020.</li> <li>Registration of Alumni Association renewed and Alumni meet has also been organized on 26/08/2021.</li> <li>Fire-extinguishers training to all teaching and non-teaching staff impetrated in association with Fire and Emergency Services, Government of West Bengal.</li> <li>Cloud based KOHA software enabled library management system is fully operational.</li> <li>Girls and Boys Common room renovated in the main campus.</li> <li>Last utilization report under RUSA Grant submitted to DPI, Government of West Bengal.</li> </ol> |

College Off.)  
3903389092  
9897383305  
3-2627-3241  
@gmail.com  
college.ac.in

GE

8/2021

at 2 pm in



## মিটিং রেজল্যুশন বহি

নং / No.

- |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p>t. NSOU Office has been shifted in the main campus. The old room will be used as Girls common room in the Science Block.</p> <p>u. Statutory Audit completed till 2020.</p> <p>v. Preparation of AQAR for academic year 2020-2021 to be completed and submitted by 31st December, 2021.</p> <p>w. Emphasis to be placed on collective programmes to be conducted by each Department.</p> <p>x. E-resource center to be prepared. Faculties are encouraged to develop e-content in SWAYAM, E-pathshala etc.</p> <p>y. Academic and Administrative Audit to be completed.</p> <p>z. Internal Financial Audit for 2020-2021 to be completed as proposed by Hon'ble G.B. Member Prof. Swapan Kumar Das.</p> |
|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

(DR. MANTU BISWAS)  
Coordinator,  
IOAC.

Dr. Kanailal Bhattacharyya College  
Santogacua, Howrah-4

Kalab  
Principal 29/01/2021  
Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4

# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK

|                        |          |
|------------------------|----------|
| মিটিং নং / Meeting No. | 3        |
| তারিখ / Date           | 29/09/21 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |           |
|---------------|-----------|
| স্থান / Place | IQAC ROOM |
| সময় / Time   | 1:30 P.M. |

|                                         |                                           |                                        |
|-----------------------------------------|-------------------------------------------|----------------------------------------|
| ১। ১. <i>Klaka</i> 29/09/2021           | ১। ৮. <i>Sampa Ray Pasgchi</i>            | ১০। ১৫. <i>Sipra Ganguly</i> 29/9/21   |
| ২। ২. <i>Mantu Biswas</i> 29/9/21       | ১। ৯. <i>Prasanna</i>                     | ১০। ১৬. <i>Sunati Mustapha</i> 29/9/21 |
| ৩। ৩. <i>Anasua Chatterjee</i> 29/9/21  | ১০। ১০. <i>Soumitra Mukherjee</i>         | ১১। ১৭.                                |
| ৪। ৪. <i>Aditya</i> 29/9/21             | ১০। ১১. <i>Satya Mukherjee</i>            | ১৮। ১৮.                                |
| ৫। ৫. <i>Madhumita Debbarth</i> 29/9/21 | ১২। ১২. <i>Ref</i> 29/9/21                | ১৯। ১৯.                                |
| ৬। ৬. <i>Bidun Saitan</i> 29/9/21       | ১০। ১৩. <i>Sanku Kumar Mondal</i> 29/9/21 | ২০। ২০.                                |
| ৭। ৭. <i>Munpaka Mondal</i> 29/9/21     | ১০। ১৪. <i>Aman Roy</i> 29/9/21           | ২১। ২১.                                |



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Website : www.drkbcollege.ac.in

## DR. KANAILAL BHATTACHARYYA COLLEGE

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Re-Accredited with 'B' Grade by NAAC  
15, KONA ROAD, RAMRAJATALA,  
P.O. SANTRAGACHI, HOWRAH - 711104

Ref. No. IQAC/KIBC/Meeting-3/2020-21

Date 21/09/2021

### NOTICE

IQAC-Meeting-3  
Academic session: 2020-2021

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 29/09/2021 at 2 pm in IQAC Room to discuss the following agenda.

Agenda:

1. Preparation of AQAR-2020 - 2021.
2. Evaluation of academic performance and assessment of administrative system pertaining to AQAR 2020-2021.
3. Miscellaneous.

*(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

নং / No.

DATE: 29/

1. Preparati  
2021.

2. Evaluation  
performar  
assessme  
administr  
pertaining  
2021.



নং / No.

রেজল্যুশন / Resolution Adopted

**IQAC Meeting-3**  
**ACADEMIC SESSION-2020-21**

DATE: 29/09/2021

VENUE: IQAC ROOM

TIME: 1.30 pm

| AGENDA                                                                                                      | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                        |                                         |                                        |                                        |           |         |          |  |
|-------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-----------------------------------------|----------------------------------------|----------------------------------------|-----------|---------|----------|--|
| 1. Preparation of AQAR-2020 – 2021.                                                                         | Format of submitting AQAR has undergone significant changes from 2020-2021 Academic Sessions. The AQAR for 2020-2021 must be finalized and submitted within 31st December, 2021 as per the new format. The SSR for 4th Cycle NAAC must also be completed within due time. In order to speed up this process all HoDs are requested to submit the requirements pertaining to AQAR within 15 days from the date of the present meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                        |                                         |                                        |                                        |           |         |          |  |
| 2. Evaluation of academic performance and assessment of administrative system pertaining to AQAR 2020-2021. | <p>In order to improve the academic performance as per the new format all HoDs and Faculties are requested to adopt the following measures-</p> <p>a) Teaching plan (From 2016-2021) to be done with special emphasis on the teaching methods adopted for taking theory and practical classes. This is to be done for both 1+1+1 and CBCSS system.</p> <p>b) Feedback must be collected from Students, Teachers, Alumni and Employers. Student's feedback is to be designed by respective HoDs as per curricular delivery. The report must be analysed based on feedback collected and action taken.</p> <p>c) Organize special programmes for advanced and slow learners. Yardsticks for differentiating the students for the above programme must be made keeping in mind the result of previous semester as also the curriculum imparted for science and humanities and commerce streams.</p> <p>d) PPT, Study materials, audio recording pertaining to syllabus must be uploaded in Google Classroom and in the Departmental Profile in the College Website.</p> <p>e) Pass percentage of students for both Honours and General Courses for Final and Intermediate semesters must be assessed and recorded by all departments. This must be uploaded in college website.</p> <p>f) Participation of students in Seminars, Conferences and workshops must be recorded through Google forms.</p> <p>g) New MoU must be initiated for faculty and student exchange programmes and old MoUs to be renewed.</p> <p>h) Per day record of use of library by students and teachers must be submitted by Coordinator, Library Committee.</p> <p>i) All HoDs must keep a record of student's progression to higher education as well as students placed in jobs.</p> <p>j) Interactive meetings with HoDs and faculties, IQAC Coordinator and Principal would be held as per the following schedule-</p> <table><tr><th>Date</th><th>1<sup>st</sup> Meeting<br/>(12:30 P.M.)</th><th>2<sup>nd</sup> Meeting<br/>(2:30 P.M.)</th><th>3<sup>rd</sup> Meeting<br/>(3:30 P.M.)</th></tr><tr><td>5/10/2021</td><td>BENGALI</td><td>BOTANY ✓</td><td></td></tr></table> | Date                                   | 1 <sup>st</sup> Meeting<br>(12:30 P.M.) | 2 <sup>nd</sup> Meeting<br>(2:30 P.M.) | 3 <sup>rd</sup> Meeting<br>(3:30 P.M.) | 5/10/2021 | BENGALI | BOTANY ✓ |  |
| Date                                                                                                        | 1 <sup>st</sup> Meeting<br>(12:30 P.M.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 2 <sup>nd</sup> Meeting<br>(2:30 P.M.) | 3 <sup>rd</sup> Meeting<br>(3:30 P.M.)  |                                        |                                        |           |         |          |  |
| 5/10/2021                                                                                                   | BENGALI                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | BOTANY ✓                               |                                         |                                        |                                        |           |         |          |  |

(DR. MANTU BISWAS)

Coordinator,  
IQAC,Dr. Kanailal Bhattacharyya College  
Bansajati, Howrah-4

Principal

Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4

C ROOM

S.P.M.

only 29.9.21  
hustapha 29/9/21490 (College Off.)  
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drkibcollege.ac.in

LEGE

10/9/2021

2021 at 2 pm in

aining to AQAR

IRI)

## মিটিং রেজল্যুশন বহি

নং / No.

|            |            |              |         |
|------------|------------|--------------|---------|
| 7/10/2021  | COMMERCE   | EDUCATION    |         |
| 8/10/2021  | ENGLISH    | GEOGRAPHY    |         |
| 9/10/2021  | HISTORY    | PHILOSOPHY   |         |
| 11/10/2021 | PHYSIOLOGY | POLITICALSC. | ZOOLOGY |

## 3. Miscellaneous.

3.a) As part of curricular planning two new proposals for add on course is submitted by career counseling coordinator Dr.Sampa Ray Bagchi namely a) Faculty Development from Pune Institute of Business Management (in collaboration with NSDC), b) NEST Examination for student placement. There is no financial obligation/liability on the college exchequer. The above proposals are passed by the Hon'ble GB and IQAC Members.

3.b) Proposals submitted by Dr.Samir kumar Naskar namely-

i)DDUGKY for SC/ST/Minorities and women in association with EDU Bridge which is free of cost.

ii)Retail Management and Hospitality Management in association with EDU Bridge.

iii)Certificate Course in association with Standard Chartered for 5th and 6th semesters. This programme is for students with family income below four lakhs. It is free of cost for ongoing students and Rs. 1000 for ex-students.

The IQAC members opined for further examination of credentials of the collaborating partners before finalizing the above courses.

(DR. MANTU BISWAS)

Coordinator,

IQAC,

Dr. Kanailal Bhattacharyya College

Salt Lake, Kolkata-700064

Kdab 20/10/2021

Principal

Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4



# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK

|                        |            |
|------------------------|------------|
| মিটিং নং / Meeting No. | 4          |
| তারিখ / Date           | 07/12/2021 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

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

|                                 |                                |                              |
|---------------------------------|--------------------------------|------------------------------|
| ১। ১. <i>Abhijit</i>            | ১। ৮. <i>Anusua Chatterjee</i> | ১। ১৫. <i>G. Bhowmik</i>     |
| ২। ২. <i>Mantu Bismar</i>       | ২। ৯. <i>Chowdhury</i>         | ১। ১৬. <i>Luchi Hristoph</i> |
| ৩। ৩. <i>Wor</i>                | ৩। ১০. <i>Pradip Saha</i>      | ১। ১৭.                       |
| ৪। ৪. <i>Gan - B...</i>         | ৪। ১১. <i>...</i>              | ১। ১৮.                       |
| ৫। ৫. <i>Prabir Kumar Saha</i>  | ৫। ১২. <i>...</i>              | ১। ১৯.                       |
| ৬। ৬. <i>Sipra Ganguly</i>      | ৬। ১৩. <i>...</i>              | ১। ২০.                       |
| ৭। ৭. <i>Madhumita Deb Nath</i> | ৭। ১৪. <i>...</i>              | ১। ২১.                       |



## 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

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E-mail : klb.college@gmail.com  
Website : www.drklbcollege.ac.in

Ref. No. *QAC/KLBC/Meeting-4/2020-21*

Date: *30/11/2021*

### NOTICE

IQAC-Meeting-4  
Academic session: 2020-2021

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 07/12/2021 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. Ratification of Last IQAC Meeting held on 29/09/2021.
2. Ratification of ISO Certification Report.
3. Implementation of Food Safety Management System as recommended by ISO Certification Audit Committee.
4. Evaluation of Course Outcome [CO] Programme Outcome [PO] and Programme Specific Outcome [PSO] consequent upon evaluation of Results published in between 12/09/2021 to 06/12/2021 carried out by Different Departments and discussed in the Academic Sub Committee Meeting on 07/12/2021 and organization of Students Awareness Programme for the aforementioned purpose.
5. Plan of Action for conducting Learning Management system and documentation of the Outcome by rechristened Self Appraisal format for the Teachers.
6. Reconstruction of College WEBSITE in adherence with NAAC Criterion for enhancing Integrated College Management System (ICMS).
7. Requirement for Infrastructure augmentation with particular emphasis on IT equipment with Ad hoc engagement of an IT professional for complying the submission of SSR and AQAR.



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Ref. No. ....

Date : .....

8. Ratification of Departmental requisition for laboratory apparatus, chemical & reagents and specimen, glassware, and books for conducting CBCS curriculum the Academic Session 2021 - 22 (First Session).
9. Appraisal of Mentor Mentee Functional conjugation by introducing COVID - 19 Assessment questionnaire on encountered difficulties during lockdown period.
10. Assessment of Students Satisfaction Survey conducted by Dr Mantu Biswas, IQAC Coordinator.
11. Resumption of Yoga training and GYM facilities for the purpose of Physical Fitness.
12. Developing College Android App for Students to facilitate instant Connectivity for the purpose of being informed on Subject Combination, Assessment Details, Registration data, Students Profile along with Payment option.
13. College Automation with Intercom Facility through IP phone for Connecting two disintegrated Campus and connecting call from outsider via Key Pushing System for all Departments.
14. Introducing E procurement system to strengthen E-Governance System in adherence to NAAC Criterion.
15. Amelioration of Library Management System through introduction of online registration of Library Card for Students.
16. Ratification of Records on Last Five-Year Data - Number of Student and Teachers using Library/day.
17. Introducing Add on Courses with particular emphasis on Language & Communication skills under capacity building and skill enhancement initiatives with possibility of setting up Language laboratory as per NAAC SSR criterion 5.1.3.
18. Organizing Blood Donation Camp and Beyond the Campus Environmental Promotional activities by NSS Unit.
19. Ratifications Suggestions by Code of Conduct Monitoring Committee As per SSR Criterion 7.1. 10.
20. Conducting Internal Audit of College Accounts for the Financial Year 2020-21.

  
(DR. MANTU BISWAS)  
Coordinator,  
IQAC,

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

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

King Room  
O.P.M.  
14/7/21  
14/7/21

30 (College Off.)  
al : 9903389092  
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ege@gmail.com  
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EGE

14/7/21

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## মিটিং রেজল্যুশন বহি

IQAC Meeting-4  
ACADEMIC SESSION-2020-21

DATE: 07/12/2021

VENUE: IQAC ROOM

TIME: 2.30 pm

| AGENDA                                                                                                                                                                                                                                                                                                                                                                       | RESOLUTION                                                                                                                                                                                                                                                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Ratification of Last IQAC Meeting held on 29/09/2021.                                                                                                                                                                                                                                                                                                                     | Resolutions of the last IQAC Meeting held on 29/9/2021 are ratified.                                                                                                                                                                                                                                             |
| 2. Ratification of ISO Certification Report.                                                                                                                                                                                                                                                                                                                                 | Annual surveillance and other suggestions of ISO Certification have been fulfilled and ratified.                                                                                                                                                                                                                 |
| 3. Implementation of Food Safety Management System as recommended by ISO Certification Audit Committee.                                                                                                                                                                                                                                                                      | Recommendation for food safety management would be implemented.                                                                                                                                                                                                                                                  |
| 4. Evaluation of Course Outcome [CO] Programme Outcome [PO] and Programme Specific Outcome [PSO] consequent upon evaluation of Results published in between 12/09/2021 to 06/12/2021 carried out by Different Departments and discussed in the Academic Sub-Committee Meeting on 07/12/2021 and organization of Students Awareness Programme for the aforementioned purpose. | Attainment of PO, PSO and CO as per NAAC Criteria to be done by all departments consequent upon evaluation of results published between 12/9/2021 and 6/12/2021.                                                                                                                                                 |
| 5. Plan of Action for conducting Learning Management system and documentation of the Outcome by rechristened Self Appraisal format for the Teachers.                                                                                                                                                                                                                         | Format for self-appraisal for teachers have been rechristened based on learning management system. All Teachers (FTTs and SACTs) must fill up the documents as per the new format.                                                                                                                               |
| 6. Reconstruction of College WEBSITE in adherence with NAAC Criterion for enhancing Integrated College Management System (ICMS).                                                                                                                                                                                                                                             | As per new NAAC Format huge amount of data has to be uploaded on college website. Hence it is resolved that the cloud storage of the college website must be increased. Certain changes must also be inserted in the existing website. Sri Arpan Mullick, In-charge of IT Cell will overlook the entire process. |

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7. Requirement of Infrastructure with particular IT equipment engagement of professional for the submission of AQAR.

8. Ratification of requisition of apparatus, reagents, glassware, conducting the Academic Session 22 (First Session).

9. Appraisal of Functional introducing Assessment on encounter during lockdown.

10. Assessment of Satisfaction conducted by Biswas, IQAC.

11. Resumption of GYM for the purpose of Physical Education.

12. Developing an App for Student's instant Communication for the purpose of on Subject Assessment Registration Profile along with option.

13. College Authority Intercom Facility for disintegrated connecting via Key Push all Departments.

14. Introducing a system to Governance adherence Criterion.

No. / No.

Resolutions / Resolution Adopted


|                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7. Requirement for infrastructure augmentation with particular emphasis on IT equipment with Ad hoc engagement of an IT professional for complying the submission of SSR and AQAR.                                              | Appointment of an IT Professional on ad hoc engagement has been done for assisting the existing IT Cell. Certain IT equipment like high speed A3 Scanner and printer, Xerox machine and desktops are required for comply the submission of SSR and AQAR. Digital display of classes to be done taking help from WEBEL.               |
| 8. Ratification of Departmental requisition for laboratory apparatus, chemical & reagents and specimen, glassware, and books for conducting CBCS curriculum the Academic Session 2021 - 22 (First Session).                     | Meeting with HoDs of Science Departments will be conducted on 8/12/2021 for orientation on online requiring portal for laboratory equipment and chemicals. Orientation regarding requisition of books through online portal of the library would be done on 9/12/2021 with HoDs and Prof. Bidusi Sardar, convener library committee. |
| 9. Appraisal of Mentor Mentee Functional conjugation by introducing COVID - 19 Assessment questionnaires on encountered difficulties during lockdown period.                                                                    | Pilot project on COVID-19 assessment questionnaire on encounter difficulties would be conducted from 7/12/2021 to 15/12/2021. Report to be submitted on 18/12/2021 to the IQAC Coordinator.                                                                                                                                          |
| 10. Assessment of Students Satisfaction Survey conducted by Dr. Mantu Biswas, IQAC Coordinator.                                                                                                                                 | Student Satisfaction Survey conducted. Report submitted on 30/11/2021.                                                                                                                                                                                                                                                               |
| 11. Resumption of Yoga training and GYM facilities for the purpose of Physical Fitness.                                                                                                                                         | Instructors for Yoga and Gym are recommended by IQAC Members. Repairing of Gym machineries is recommended by IQAC subject to the approval of finance committee. Gym can remain functional as early as possible.                                                                                                                      |
| 12. Developing College Android App for Students to facilitate instant Connectivity for the purpose of being informed on Subject Combination, Assessment Details, Registration data, Students Profile along with Payment option. | College android app for students to facilitate instant connectivity to be developed.                                                                                                                                                                                                                                                 |
| 13. College Automation with Intercom Facility through IP phone for Connecting two disintegrated Campus and connecting call from outsider via Key Pushing System for all Departments.                                            | College automation with intercom facility through IP Phone for connecting two disintegrated campus is being proposed by IQAC. Shri Arpan Mullick is requested to provide a cost estimation for the above two projects.                                                                                                               |
| 14. Introducing E procurement system to strengthen E-Governance System in adherence to NAAC Criterion.                                                                                                                          | E-procurement system to strengthen e-governance system is done. Shri Arpan Mullick will demonstrate the above project on 8/12/2021 and 9/12/2021.                                                                                                                                                                                    |



## মিটিং রেজল্যুশন বহি

|                                                                                                                                                                                                                                          |                                                                                                                                                                                                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15. Amelioration of Library Management System through introduction of online registration of Library Card for Students.                                                                                                                  | Online registration form for library membership is available in the library portal. Faculties and students must register within 16/12/2021.                                                             |
| 16. Ratification of Records on Last Five-Year Data - Number of Student and Teachers using Library/day.                                                                                                                                   | Students records for everyday use of library for the last five year to be provided as per NAAC format. Convener of Library Committee will prepare the above record.                                     |
| 17. Introducing Add on Courses with particular emphasis on Language & Communication skills under capacity building and skill enhancement initiatives with possibility of setting up Language laboratory as per NAAC SSR criterion 5.1.3. | Prof. Swati Mustaphi is requested to take initiative with BCL for collaboration for setting up course on Language and Communication Skill under Capacity Building and Skill Enhancement Initiatives.    |
| 18. Organizing Blood Donation Camp and Beyond the Campus Environmental Promotional activities by NSS Unit.                                                                                                                               | Blood Donation Camp will be organized on 17/12/2021 with Bhoruka Blood Bank, Kolkata. Approximate budget is Rs. 35000/. NSS Unit to organize beyond the campus initiatives for Environmental Awareness. |
| 19. Ratifications Suggestions by Code of Conduct Monitoring Committee as per SSR Criterion 7.1. 10.                                                                                                                                      | The code of conduct committee has found that the performance of Principal, all Teaching and Non-teaching staff and approach of students towards institutional practices is found to be satisfactory.    |
| 20. Conducting Internal Audit of College Accounts for the Financial Year 2020-21.                                                                                                                                                        | Internal Audit for 2020-2021 is being conducted in association with MCB Associates, Kolkata.                                                                                                            |

  
 (DR. MANTU BISWAS)  
 Coordinator  
 IQAC,  
 Dr. Kanailal Bhattacharyya College  
 Bhatnagar, Howrah-4

  
 Principal  
 Dr. Kanailal Bhattacharyya College  
 Ramrajatala, Howrah-4



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Ref. No. ....

Date : .....

## Action Taken Report of 2020-2021

| Plan of Actions                                                   | Achievements                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Online classes for students during covid-19 pandemic.          | 1. Online classes has been conducted from 28 <sup>th</sup> march 2020 till regular classes were resumed from November 2021. The departments monitored the level of attendance and assessment of student through online interactions through Google meet and internal examinations. Smart board enabled classrooms along with webcam coupled with internet facilities have been provided to facilitate Learning for students during the pandemic of COVID19. |
| 2. Programmes of NSS(online mode)                                 | 2. 15 programmes were conducted under NSS like covid-19 awareness programme, world earth day, psychological and physical well- being of students during covid-19 etc. Herbal garden has been formed in the college campus (main building) as part of environmental management system. Scientific lab has been installed in the science block in collaboration with TCG life sciences Kolkata.                                                               |
| 3. MOU for faculty exchange programme.                            | 3. MOU for faculty exchange programme With Prafulla Chandra College is operative since March 2020.                                                                                                                                                                                                                                                                                                                                                          |
| 4. Job fair to be organised.                                      | 4. Job fair was organised in collaboration with Tally ACF where 270 students participated for campus placements. New classes for Tally Ace have resumed.                                                                                                                                                                                                                                                                                                    |
| 5. To upgrade College website for conduct of online examinations. | 5. Reconstruction of College Website has been done in adherence to NAAC Guidelines. Online                                                                                                                                                                                                                                                                                                                                                                  |

  
Principal

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4





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Date : .....

|                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                            | conduct of all internal and theoretical examinations stipulated by the University of Calcutta regarding CBCS and 1-1+1 System was introduced. University questions were uploaded through website and answer-scripts were collected through google forms and sent to examiners through Google drive.                                                                                                                                                                                          |
| 6. Introduced Face Recognition Biometric System.                                           | 6. Fingerprint Biometric System has been replaced by Face Recognition System during COVID-19 Pandemic situation.                                                                                                                                                                                                                                                                                                                                                                             |
| 7. Departmental Webinar and Students' Seminars.                                            | 7. Departmental Webinar and Students' Seminars have been conducted by Department of Geography, History, Political Science, Physiology, Zoology, and also by the B-Voc and NSS Unit of the College.                                                                                                                                                                                                                                                                                           |
| 8. Completion of library management system                                                 | 8. Cloud based KOHA software enabled library management system is fully operational from November 2019.                                                                                                                                                                                                                                                                                                                                                                                      |
| 9. Opening of new add on courses.                                                          | 9. New add-on courses aimed to increase the employability of students have been introduced in collaboration with Peerless Skill Academy and Ramkrishna Math and Mission, BelurMath, Business Development Executive (BFSI) under DDUGKY, Retail Management under DDUGKY in association with Edubridge Learning Private Limited for SC/ST/Minorities, which will be imparted free of cost, Certificate Course in Employability Skill's in association with Edubridge Learning Private Limited. |
| 10. Exclusive IT lab for commerce.                                                         | 10. Exclusive IT lab for commerce with 6 new desktops from KUSA grant for department of commerce.                                                                                                                                                                                                                                                                                                                                                                                            |
| 11. Site map of the campus for security cleanliness, electric circuit map and network map. | 11. Site map of the campus for security cleanliness, electric circuit map and network map have been displayed in the college campus and college website. The campus map and prepared for safety and security of the campus with particular reference to quick prevention of sudden disaster. Network mapping is to identify internet layout and tagging of uplink wire with                                                                                                                  |

  
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|                                                                                                                                                                       | individual computer from switch box.                                                                                                                                                                                                                                                      |
| 12. To impart training to teaching non teaching and security personnel on fire safety measures                                                                        | 12. Teaching Non teaching and security personnel have been imparted training on fire safety measures on 12/12/2020 under the supervision of Fire and Emergency Services, Government of West Bengal.                                                                                       |
| 13. Girls and boys common room to be renovated and new common room in science block to be constructed. Disabled friendly washroom and ramp to be constructed.         | 13. Girls common room has been constructed with attached toilet in science block which was inaugurated on 20.12.2021. Disabled friendly washroom and ramp have been constructed in the main campus on December 2021. In addition existing girls and boy's common room has been renovated. |
| 14. Registration of alumni association to be renewed.                                                                                                                 | 14. Registration of alumni association to be renewed and alumni meet has also been organised on 26.08.2021.                                                                                                                                                                               |
| 15. Shifting of NSOU office in the main campus.                                                                                                                       | 15. NSOU office has been shifted in the main campus and the old room has been utilized as the girl's common room.                                                                                                                                                                         |
| 16. To conduct first Surveillance Audit for ISO Certification 9001:2015 regarding Quality Management System and 14001:2015 regarding Environmental Management System. | 16. ISO Certification 9001:2015 (Quality Management System), 14001:2015 (Environmental Management System) 1st Surveillance Audit completed on 18/11/2021 (Ref: Certificate No-IN/QMS/01372/8283 & IN/E/00092/8282)                                                                        |
| 17. To complete statutory audit.                                                                                                                                      | 17. Statutory audit has been completed till 2020.                                                                                                                                                                                                                                         |
| 18. Attainment of PO, PSO and CO as per NAAC criteria.                                                                                                                | 18. Attainment of PO, PSO and CO as per NAAC criteria has been done by all departments consequent upon evaluation of results published between 12.09.2021 and 06.12.2021.                                                                                                                 |
| 19. Change in self appraisal of teachers.                                                                                                                             | 19. Format for self appraisal of teachers has been rechristened based on learning management system as Enumerated in the new format of NAAC.                                                                                                                                              |
| 20. Cloud storage of the college website to be increased.                                                                                                             | 20. Cloud storage of the college website has been increased with necessary changes inserted in the existing website appointment of an IT professional on ad-hoc engagement has been done for assisting the IT Cell.                                                                       |
| 21. To introduce CIE (College Internal                                                                                                                                | 21. Introduced CIL (College Internal Evaluation)                                                                                                                                                                                                                                          |

  
Principal

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Date : .....

|                                                    |                                                                                                                                                                                                                                                                                                                             |
|----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Evaluation] for continuous assessment of students. | in adherence to NMAC guidelines for identify advance learners and slow achievers through the mentor –mentee system.                                                                                                                                                                                                         |
| 22. Appraisal of mentor mentee programme.          | 22. The mentor mentee programme was introduced for creating yardsticks to organise advanced and slow learners keeping in mind the results of previous semesters. As a part of this programme Online feedback survey was conducted and student's response on encountered difficulties during COVID-19 Lockdown was analysed. |
| 23. Subscription of e resources                    | 23. Membership taken for access of online books and journals from List under INFLIBNET (Ref No: INF/N LISI/2021/7998) for the period of 01/04/2021 to 31/03/2022. It provides access to more than 6000 + e-journals, 1. 99,500 e-books through N-List and 6. 00,000 e-books through NDL.                                    |
| 24. Student satisfaction survey conducted.         | 24. Institutional student satisfaction survey by teachers, alumni and students successfully conducted and analysed in December 2021.                                                                                                                                                                                        |
| 25. Oline departmental feedback to be taken.       | 25 Online departmental feedback was conducted and on the basis of report special classes were undertaken for advanced and slow learners.                                                                                                                                                                                    |
| 26. Blood donation camp to be organised.           | 26. Blood Donation Camp was organised on 17.12.2021 in association with Bhuruka Blood Bank Kolkata approximate budget was 35,000 was allocated for this purpose.                                                                                                                                                            |
| 27. Report of code of conduct committee.           | 27. The code of conduct monitoring committee has found that the performance of principal, teaching and non teaching staff and approach of students towards institutional practices is found to be satisfactory. The report has been uploaded in the college website.                                                        |
| 28. Gym machineries to be repaired.                | 28. Repairing of gym machineries is completed and is functional.                                                                                                                                                                                                                                                            |

  
Principal

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

# মিটিং রেজল্যুশন বই

## MEETING RESOLUTION BOOK

|                                       |                            |                            |                            |
|---------------------------------------|----------------------------|----------------------------|----------------------------|
| মিটিং নং / Meeting No.                | 01                         | উপস্থিত সভ্যগণের নাম       | স্থান / Place              |
| তারিখ / Date                          | 2/8/2019                   | NAME OF MEMBERS PRESENT    | IBAC ROOM.                 |
| ১। ১. <i>[Signature]</i>              | ১০। ১০. <i>[Signature]</i> | ১১। ১১. <i>[Signature]</i> | ১২। ১২. <i>[Signature]</i> |
| ২। ২. Mantu Biswas 2/8/19             | ১১। ১১. <i>[Signature]</i> | ১২। ১২. <i>[Signature]</i> | ১৩। ১৩. <i>[Signature]</i> |
| ৩। ৩. Sibra Ganguly 02/8/19           | ১২। ১২. <i>[Signature]</i> | ১৩। ১৩. <i>[Signature]</i> | ১৪। ১৪. <i>[Signature]</i> |
| ৪। ৪. <i>[Signature]</i> 02/08/2019   | ১৩। ১৩. <i>[Signature]</i> | ১৪। ১৪. <i>[Signature]</i> | ১৫। ১৫. <i>[Signature]</i> |
| ৫। ৫. Madhumita Bhattacharya 02/08/19 | ১৪। ১৪. <i>[Signature]</i> | ১৫। ১৫. <i>[Signature]</i> | ১৬। ১৬. <i>[Signature]</i> |
| ৬। ৬. Anasua Chatterjee 2/8/19        | ১৫। ১৫. <i>[Signature]</i> | ১৬। ১৬. <i>[Signature]</i> | ১৭। ১৭. <i>[Signature]</i> |
| ৭। ৭. <i>[Signature]</i> 02/8/19      | ১৬। ১৬. <i>[Signature]</i> | ১৭। ১৭. <i>[Signature]</i> | ১৮। ১৮. <i>[Signature]</i> |



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Ref. No. IQAC/KLBC/Meeting-1/2019-20

Date: 26/07/2019

#### NOTICE

#### IQAC-Meeting-1 Academic session: 2019-2020

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 02/08/2019 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. Curricular programmes for students to be undertaken by the College in collaboration with IQAC for the academic session 2019-20 as per NAAC prerequisites and NIRF regulations.
2. Extra-curricular & outreach programmes for students to be undertaken by the College in collaboration with IQAC for the academic session 2019-20 as per NAAC prerequisites and NIRF regulations.

(DR. MANTU BISWAS)

Coordinator,  
IQAC,

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

(DR. KAUSTUBH LAHIRI)

Principal  
Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4

DATE: 02/

1. Curricular students the Col with IQ session prerequi regulatic

2. Extra-cu program be unde in collab the acac as per N NIRF reg



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ROOM-

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**IQAC Meeting-1**  
**ACADEMIC SESSION-2019-2020**

DATE: 02/08/2019

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                                                                                                                                                                             | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Curricular programmes for students to be undertaken by the College in collaboration with IQAC for the academic session 2019-20 as per NAAC prerequisites and NIRF regulations.                  | <b>A. Curricular Activities.</b><br>a) Pilot basis initiation of online classes to be conducted in addition to regular classes on Saturdays and Sundays by Full-time Faculties for students of 2 <sup>nd</sup> and 4 <sup>th</sup> semesters. Initially these classes would be held for Honours students of Humanities Department and based on response of students it would be extended to other departments as well.<br>b) Student's seminars to be conducted by each department pertaining to their syllabus or other emerging issues for student's awareness and progression.<br>c) Student's feedback regarding curriculum and teaching-learning process to be conducted.                                                                                                                                                                                                                                                                                                                                                                                            |
| 2. Extra-curricular & outreach programmes for students to be undertaken by the College in collaboration with IQAC for the academic session 2019-20 as per NAAC prerequisites and NIRF regulations. | <b>B. Extra-Curricular Activities:</b><br>a) Skill Orientation for professional development for students to be conducted through UGC approved B-VOC Degree Programme on 'Beauty Therapy and Aesthetics' and UGC recognised career-oriented programme on 'Interior Decoration and Beautification'. This program will also be extended to ex-students as well.<br>b) To emphasize on NSS activities with priority on environmental, health hygiene and gender-sensitization programmes to be conducted through NSS volunteers under active supervision of NSS Programme Officer Dr. Sampa Ray Bagchi.<br>c) Introduction of basic IT acquaintance and learning for students admitted to 1 <sup>st</sup> Semester. This may be further extended to all students in due course of time.<br>d) Resolved that IQAC will strive for further corporate linkages for upgradation of Bio-science laboratories.<br>e) Cultural competitions, programmes and creative art work competitions to be held to exhibit students' talent in collaboration with College and students' Union. |

(DR. MANTU BISWAS)

Coordinator,  
IQAC.Dr. Kanailal Bhattacharyya College  
Santragachhi, Howrah-4

Principal

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Ramrajatala, Howrah-4

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GE

at 2 pm in

IQAC for

College in  
and NIRF

# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK

|                        |            |
|------------------------|------------|
| মিটিং নং / Meeting No. | 02         |
| তারিখ / Date           | 14/11/2019 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |            |
|---------------|------------|
| স্থান / Place | IQAC ROOM. |
| সময় / Time   | 2:00 P.M.  |

|                                   |                                   |         |
|-----------------------------------|-----------------------------------|---------|
| ১। ১. Klab 14/11/2019             | ১০। ১০. Sampa Ray Bagchi 14/11/19 | ১৫। 15. |
| ২। ২. Mantu Biswas 14/11/2019     | ১১। ১১. S. S. 14/11/19            | ১৬। 16. |
| ৩। ৩. Sipra Ganguly 14.11.19      | ১২। ১২. Rishon Saha 14/11/19      | ১৭। 17. |
| ৪। ৪. Anasua Chatterjee           | ১৩। ১৩. K. K. 14/11/19            | ১৮। 18. |
| ৫। ৫. Medhuvita Deb Nath 14/11/19 | ১৪। ১৪.                           | ১৯। 19. |
| ৬। ৬. Sami 14/11/2019             | ১৫। ১৫.                           | ২০। 20. |
| ৭। ৭. Swati Mustaphi 14/11/19     | ১৬। ১৬.                           | ২১। 21. |

DATE: 14/11

1. To discuss  
Administrative  
Academic  
Certification



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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/KLB Meeting - 2 / 2019-20

Date: 5/11/2019

### NOTICE

#### IQAC-Meeting-2

Academic session: 2019-2020

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 14/11/2019 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda

1. To discuss the modalities of Administrative -audit, Academic Audit, and ISO Certification.
2. Tasks to be undertaken by Academic Committee.

(DR. MANTU BISWAS)  
Coordinator,  
IQAC,  
Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

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

2. Tasks to be  
Academic C



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ROOM-

241-

**IQAC Meeting-2**  
**ACADEMIC SESSION-2019-2020**

DATE: 14/11/2019

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                                                                        | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. To discuss the modalities of Administrative -audit, Academic Audit, and ISO Certification. | <p>The IQAC resolved to form three committees:</p> <p><b>A. To discuss the modalities of Administrative Audit, a committee has been constituted with the following members-</b></p> <ul style="list-style-type: none"> <li>a. Prof. Swati Mustaphi (Convener)</li> <li>b. Prof. Madhumita Debnath</li> <li>c. Dr. Prabir Kumar Sanki</li> <li>d. Sri Amar Bag</li> </ul> <p><b>B. Academic Audit Committee: To discuss the modalities of Academic Audit a committee has been constituted with the following members-</b></p> <ul style="list-style-type: none"> <li>a. Prof. Anasua Chatterjee (Convener)</li> <li>b. Dr. Sampa Ray Bagchi</li> <li>c. Dr. Sutapa Chaudhuri</li> <li>d. Prof. Bidusi Halder Sardar</li> <li>e. Sri Kinkar Ghosh</li> <li>f. Sri Arpan Mullick</li> </ul> <p><b>C. ISO Certification Committee: Resolved that 'Green Audit' would be conducted in association with a consultancy firm. To discuss the modalities of ISO Certification a committee has been constituted with the following members-</b></p> <ul style="list-style-type: none"> <li>a. Dr. Sudipta Bhowmick (Convener)</li> <li>b. Dr. Mriganka Mondal</li> <li>c. Prof. Karabi Das</li> <li>d. Prof. Sk. Saddam Hossein</li> <li>b) Sri Tapan Adhikary</li> </ul> |
| 2. Tasks to be undertaken by Academic Committee.                                              | <p><b>Immediate tasks to be undertaken by Academic Committee:</b></p> <ul style="list-style-type: none"> <li>a. Teachers' appraisal by students</li> <li>b. Student appraisal about CBCS System</li> <li>c. Mentor-Mentee relationship to be formed</li> <li>d. Remedial and Value education classes to be conducted regularly for student support and progression. Special emphasis to be given on Career Counseling and Placement, Outreach programmes and extra-curricular activities to be conducted by NSS and sports division.</li> <li>e. Curricular Enrichment: In addition to regular class initiation of online classes for B.A Honours students to be conducted by Full time faculties on Saturdays and Sundays from 3:00 P.M. to 6:00 P.M with effect from 01.12.2019.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

(DR. MANTU BISWAS)

Coordinator,  
IQAC,Dr. Kanailal Bhattacharyya College  
Santagachi, Howrah-4

Principal

Dr. Kanailal Bhattacharyya College  
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MEETING RESOLUTION BOOK

No. / No.

|                         |          |
|-------------------------|----------|
| बिठिन नं. / Meeting No. | 03       |
| कतिथि / Date            | 5/3/2020 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |             |
|---------------|-------------|
| स्थान / Place | 18 AE ROOM. |
| समय / Time    | 2:00 P.M.   |

- |                                     |                                |
|-------------------------------------|--------------------------------|
| 31 1. Khatras 5/3/20                | 301 8. Sampa Ray Bagchi 5/3/20 |
| 31 2. Mantra Kumar 5/3/20           | 301 9. S. S. S. 5/3/20         |
| 31 3. Sipra Ganguly 05.3.20         | 301 10. Bidwa Saha 5/3/20      |
| 31 4. Soma K. N. N. 05/03/20        | 301 11.                        |
| 31 5. Anusua Chatterjee 5.3.20      | 301 12. K. M. R. 5/3/20        |
| 31 6. Indhumita Deb Nath - 05/03/20 | 301 13.                        |
| 31 7. Surabi Mustapha 05/3/20       | 301 14.                        |

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DATE: 05/03/

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1. Proposal of IQAC Dr. (Principal) to Kumar San member of K
2. Preparation Satisfaction : facility of arrangement programme regarding Satisfaction : mail.



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## DR. KANAILAL BHATTACHARYYA COLLEGE

(Affiliated to the University of Calcutta)  
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P.O. SANTRAGACHI, HOWRAH - 711104

Ref. No. RAC/KLBC/Meeting-3/2019-20

Date: 21/02/2019

## NOTICE

IQAC-Meeting-3  
Academic session: 2019-2020

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 05/03/2020 at 2 pm in IQAC Room to discuss the following agenda.

**Agenda:**

1. Proposal of Chairperson of IQAC Dr. Kaustubh Lahiri (Principal) to coopt Dr. Prabir Kumar Sanki (PTT) as a member of IQAC.
2. Preparation of Student Satisfaction Survey on overall facility of the College and arrangement of an awareness programme with the students regarding NAAC Student Satisfaction Survey through E-mail.

(DR. MANTU BISWAS  
Coordinator,  
IDEC.

Dr. Kan-ichiro Iwano, College  
S. 1000-1000, S. 1000-1000

(DR. KAUSTUBH LAHRI)  
Principal  
Dr. Kanailal Bhattacharyya College  
Ramrajnala, Howrah-4



নং / No.

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**IQAC Meeting-3**  
**ACADEMIC SESSION-2019-2020**

**DATE: 05/03/2020****VENUE: IQAC ROOM TIME: 2 pm**

| AGENDA                                                                                                                                                                                                  | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Proposal of Chairperson of IQAC Dr. Kaustubh Lahiri (Principal) to co-opt Dr. Prabir Kumar Sanki (PTT) as a member of IQAC.                                                                          | The house unanimously resolves that as per proposal of Chairperson of IQAC Dr. Kaustubh Lahiri (Principal)-Dr. Prabir Kumar Sanki (PTT) is co-opted as a member of IQAC.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 2. Preparation of Student Satisfaction Survey on overall facility of the College and arrangement of an awareness programme with the students regarding NAAC Student Satisfaction Survey through E-mail. | <p>It is decided that two sub-committees to be formed for smooth conduction of Student Satisfaction Survey on overall facility of the college and arrangement of awareness programme with the students regarding NAAC Student Satisfaction Survey through E-mail.</p> <p><b>Institutional SSS Sub-committee: -</b><br/>This committee has been constituted with the following members-</p> <ol style="list-style-type: none"> <li>Prof. Anasua Chatterjee</li> <li>Prof. Swati Mustaphi</li> <li>Dr. Sampa Ray Bagchi</li> <li>Dr. Samir Kumar Naskar</li> <li>Prof. Bidusi Sardar</li> </ol> <p>Resolved that the committee would undertake the following tasks-</p> <ol style="list-style-type: none"> <li>Prepare questionnaire covering the seven criterions of AQAR to be uploaded in the college website.</li> <li>Collection of feedback from the students through email.</li> <li>Analysis of feedback and the result to be uploaded in the website.</li> <li>Strength and weakness to be identified and areas of weakness report to be submitted to IQAC Coordinator.</li> <li>Initiatives for improvement to be taken</li> </ol> <p><b>SSS Awareness Sub-committee: -</b><br/>This committee has been constituted with the following members-</p> <ol style="list-style-type: none"> <li>Prof. Sipra Ganguly</li> <li>Prof. Anasua Chatterjee</li> <li>Dr. Sudipta Bhowmick</li> <li>Prof. Madhumita Debnath.</li> </ol> <p>The committee will organize an awareness programme with the students regarding Students Satisfaction Survey on the following dates-</p> <ol style="list-style-type: none"> <li>Bengali, English, and Geography Honours: 16/03/2020 (12:00 Noon to 2:00 P.M.)</li> <li>B.Sc (H) and B.Com (H): 17/03/2020 (12:00 Noon to 2:00 P.M.)</li> <li>Political Science and History Honours: 18/03/2020 (12:00 Noon to 2:00 P.M.)</li> <li>Education and Philosophy Honours: 20/03/2020 (12:00 Noon to</li> </ol> |

ROOM.

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|-------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                       | 2:00 P.M.)                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                       | 5. B.A. (G): 19/03/2020 (11:00 A.M. to 3:00 P.M.)                                                                                                                                                                                                                                                                                                                                                     |
|                                                       | 6. B.Sc. (G) and B.Com (G) : 21/03/2020 (12:00 Noon to 2:00 P.M.)                                                                                                                                                                                                                                                                                                                                     |
| 3. Progress report of Development of College website. | College website committee reported that 75% for website development has been completed and 25% will be completed within next few days.                                                                                                                                                                                                                                                                |
| 4. Miscellaneous.                                     | a) Disposal of waste material: Three 20 Litre jars to be procured for three Bio-science Departments.<br>b) The IQAC proposed to extend online classes for students on weekdays as per routine and after stipulated college hours on Saturdays and Sundays and provide E-resources facilities to the students. This initiative is proposed keeping in mind the present pandemic situation of COVID-19. |

(DR. MANTU BISWAS)  
Coordinator,  
IQAC,

Dr. Kanailal Ghoshal Charanya College  
Bardhaman, Howrah-4

Principal  
Dr. Kanailal Ghoshal Charanya College  
Ramrajatala, Howrah-4



# মিটিং রেজল্যুশন বই

## MEETING RESOLUTION BOOK

|                        |           |
|------------------------|-----------|
| মিটিং নং / Meeting No. | 04        |
| তারিখ / Date           | 22/6/2020 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |           |
|---------------|-----------|
| স্থান / Place | IQAC Room |
| সময় / Time   | 2:00 P.M. |

- |                                 |                                   |         |
|---------------------------------|-----------------------------------|---------|
| ১। ১. Ushankumar Das            | ১। ৮. Sipro Ganguly 22/6/20       | ১৮। 15. |
| ২। ২. <del>Abir Das</del>       | ২। ৯. Somen Kr. Nankoe 22/06/2020 | ১৯। 16. |
| ৩। ৩. Ananta Chatterjee 22/6/20 | ১০। 10. Swati Ustaphi 22/6/20     | ২০। 17. |
| ৪। ৪. Arun Das                  | ১১। 11. Sampa Ray Bagechi 22/6/20 | ২১। 18. |
| ৫। ৫. <del>Abir Das</del>       | ১২। 12. S. <del>Das</del> 22/6/20 | ২২। 19. |
| ৬। ৬. <del>Abir Das</del>       | ১৩। 13. Prithvi Saha 22/6/20      | ২৩। 20. |
| ৭। ৭. Mantu Biswas 22/6/20      | ১৪। 14.                           | ২৪। 21. |

DATE: 22/06/

AGE

1. To finalise the year 2018-19

2. Curricular and outreach undertaken by collaboration with the academic session



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## DR. KANAILAL BHATTACHARYYA COLLEGE

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P.O. SANTRAGACHI, HOWRAH - 711104

Ref. No. IQAC/KLBCE/Meeting-4/2019-20

Date: 16/02/2020

### NOTICE

IQAC-Meeting-4  
Academic session: 2019-2020

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 22/06/2020 at 2 pm online (through Google Meet) to discuss the following agenda.

#### Agenda:

1. To finalize the AQAR for the year 2018-19.
2. Curricular and extra-curricular outreach programmes undertaken by the College in collaboration with IQAC during the academic session 2019-20.
3. Actions initiated by IQAC to fulfil NAAC prerequisites and NIRF participation during the year 2019-20.

(DR. MANTU BISWAS)  
Coordinator,  
IQAC,

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

(DR. KAUSTUBH LAHIRI)

Principal  
Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4

সং / No.

রেজল্যুশন / Resolution Adopted

Room

No.

**IQAC Meeting-4  
(THROUGH GOOGLE MEET)  
ACADEMIC SESSION-2019-2020**

DATE: 22/06/2020

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                                                                                                                           | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. To finalize the AQAR for the year 2018-19                                                                                                     | 1. The IQAC has successfully submitted previous AQARs up to the academic year 2018-2019 (2014-2015, 2015-2016, 2016-2017, 2017-2018, 2018-2019).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 2. Curricular and extra-curricular outreach programmes undertaken by the College in collaboration with IQAC during the academic session 2019-20. | <p><b>A) Curricular Programmes during 2019-20 session.:</b></p> <p>a) The college has successfully conducted online classes in two phases in consonance with the directives of Department of Higher Education and the University of Calcutta. The unique part is that we have not outsourced this entire process of conducting online classes. It is the single-handed endeavor and enterprise of our young staff Sri Arpan Mullick, In-charge of IT Cell of the College by whom we have been able to conduct these online class institutionally through Google classroom. In both the phases, phase-1 and phase-2 we have been able to conduct more than 100 classes with very good response from all the faculties and students. This is a very new initiative and we have been able to garner such a big response from our teacher and students and even our administrative staffs to conduct online classes. It has helped us to build an E-resource Centre catering to the need of our students especially during the pandemic period.</p> <p>b) The interim online classes for 3rd and 5th semester have also started for new academic session.</p> <p>c) A CBCS Curriculum, Progression and Monitoring Committee has been set-up by our Hon'ble Principal to cater to the needs and challenges of the new curriculum and monitoring the progression of students.</p> <p>d) Introduced two new courses in UG level (Journalism &amp; mass communication and Food and nutrition)</p> <p>e) We have introduced faculty and student exchange programme with neighboring colleges (Howrah Bijay Krishna Girls' College and Prabhu Jagatbandhu College). Department of Political Science, Philosophy, Education and Geography have participated in this programme.</p> <p>f) Extension programme organized by Department of Education in association with Panchla Mahavidyalaya.</p> <p>g) Introduced online feedback system (students, teachers, alumni).</p> <p>h) Introduced student-mentoring system</p> <p>i) Filled up one full time teaching post (Department of Political Science)</p> <p>j) Completed one UGC MRP by Prof. Bidusi Halder, Department of History.</p> |

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- k) Organized seminar on IPR by the Department of Political Science in association with IQAC 20th September, 2019.
- l) Under the supervision of Prof. Sipra Ganguly, Convener of ICC our college organized a seminar on 27/9/2019 on 'Human Rights of India'.
- m) Organized International Seminar by the Department of History 24th and 25th February, 2020.

**B) Extra-Curricular Activities and Outreach Programmes:**

- a) Signed MOU's with corporate sector and professional training institutions. Upgraded bioscience laboratory in association with TCG Life Sciences, Kolkata. Under the guidance and active supervision of Dr. Sampa Ray Bagchi as convener of Career Counselling Cell, we have signed two major MOU's with TCG Life Sciences – one for Lab visit and presentation for Bio-science students for their orientation and learning of professional skills, the second one is for funding for Bio-science Lab set-up. Our college has already received the fund of Rupees 3 lakhs and 30 thousand from TCG Life Sciences. The college also signed a MOU with Inditech Software for Beauty Therapy and Wellness Course and done an agreement with Career Solutions for running the Tally course on 21/1/2019.
- b) Introduced fully automated library service with ILMS software. (KOHA)
- c) Introduced subsidized basic computer course for the students of 1st Semester in collaboration with WEBEL from academic session 2019-2020
- d) Replaced smart board in place of conventional blackboard.
- e) As part of IQAC as also in collaboration with IQAC the following major activities have been conducted by NSS Unit—
- f) Thalassemia screening and detection and awareness programme which was held on 6/3/2019 with the active co-operation of our Hon'ble minister Sri Arup Roy, Dr. Prithwish kumar Roy, IQAC member, Prof. Swapan kumar Das, Hon'ble G.B. member, respected Principal Sir along with Dr. Nimai Bhattacharyya and Institute of Tropical Medicine, Kolkata. It was inclusive of all students and staffs of the college.
- g) Medical Camp which was held on 14/05/2019 with the help of Dr. Parthaprati Paul (Cardiologist), Dr. Debjani Bhattacharyya (Endocrinologist), Dr. Sanchari Dutta (Gynecologist) along with Lawrence and Mayo Company and Kolkata Nurture Foundation. In this medical camp, there was an arrangement of blood pressure checkups, blood sugar checkups, heart checkups, full body checkups, gynecological checkups. The beneficiary was 160 college students, 40 outsiders and community members, 40 teachers and non-teaching staffs.
- h) Drug awareness and parental counselling Programme held on 28.06/2019. It was attended 74 students, 40 teachers, 20 non-teaching staff and local community members. It was chaired by Dr. Suranjana Ganguly, psychiatrist. This programme was organized in collaboration with VVM Drug deaddiction and

No. / No.

## Resolution / Resolution Adopted

research Centre. Two of the psychologists were also attended in this programme – Mrs. Doel Ghosh and Mr. Subhajit Roy.

- i) Literacy Campaign held on 31/6/2019. This programme was done under the supervision of Dr. Prithwish Kumar Roy, Hon'ble IQAC member, Prof. Swapan Kumar Das, Hon'ble and respected Principal Sir.
- j) It was done in the Howrah municipal corporation ward no.-37 with the extended help of Mr. Mrinal Das, block president, Mr. Subhamoy Chatterjee, Block General Secretary. Beneficiary 50 slum children who got Barnaporichoy, writing instrument etc. from NSS Unit of the college.
- k) Plastic awareness campaign held on 25/9/2019 at ward no.-27 under Howrah Municipal Corporation under the supervision of ex-councilor Mrs. Mallika Roychowdhury. In this programme the NSS Unit attended 70 women and instructed them not to use plastic. There were 20 NSS volunteers, 3 teachers and 5 non-teaching staff and Principal Sir as well as the NSS programme officer Dr. Sampa Roy Bagchi. On that day, the NSS volunteers also undertook women health awareness campaign and aware those women regarding sanitary measures.
- l) Cyclothon, keep India Fit campaign held on 18/1/2020. The University of Calcutta instructed it. 20 college student, 3 teachers and 2 non-teaching staff were participated in this 5km cyclothon programme from college to kadamtala power station, Howrah and back to college.
- m) Dengue awareness programme held on 8/2/2020. In this programme the chief guest was Dr. Nimai Bhattacharyya. Dr. Chandan Pal, Sri Rupchand Hazra, secretary of Pragati Sangha and Principal was also there. It was attended by all students, teachers and non-teaching staff of the college and the local community members.
- n) Under supervision of Dr. Sampa Ray Bagchi as Programme Officer of NSS Unit, NSS volunteers also organized online COVID-19 awareness programme through recitation, paintings, film-making, commemorated World Environment Day, Rabindrajayanti Celebration, photography competition on the aftermath of 'Amphan'. The NSS Unit also introduced self-defense Karate training programme in the college.
- o) The NSS Unit commemorated Independence Day celebration by conducting a State Level webinar on 'Psychological and Physical wellbeing during COVID-19 lockdown. Dr. Suranjana Ganguly, renowned psychiatrist, Prof. Mousumi Majumder Pal gave their valuable opinion on student's wellbeing.
- p) The Cultural Committee in association with IQAC organized inter departmental arts and crafts exhibition and prize have been awarded to the winners.
- q) Under the guidance and active supervision of Dr. Sudipta Bhowmick, Convener of Green Audit (ISO Certification) Sub-committee our college have completed 1st phase audit and we have to need to purchase three waste material disposal drums as mentioned in the 1st phase audit observation. After that, we would complete the final audit.



## মিটিং রেজল্যুশন বহি

- r) Under the supervision of Dr. Samir kumar Naskar, Sports in charge, our college successfully organized the annual sports and participated in the district athletics meet for the year 2019-2020 and participated in the University football meet.
- s) Prof. Swati Mustaphi, Convener of Administrative Audit Committee, working on administrative audit report writing. The college had provided all the necessary data to her.
- t) The Convener of Academic Audit Committee Prof. Anasua Chatterjee is preparing the academic audit report. In the online IQAC meeting, she presented a PowerPoint slide where she mentioned all the required departmental activities to be conducted either online or offline platforms. Accordingly, she has urged all HODs to prepare a departmental profile encompassing data regarding intake capacity, results of last 6 years, progression percentage of students to higher education with special emphasis on students of reserved categories, involvements of students in co-circular and extra-curricular activities etc. All prevailing data regarding the above points have been circulated to the departments. Consequently, all departments are organizing various activities like student seminars through webinar, wall magazines, special lectures etc. for enrichment of students. A student Satisfaction Survey is also under way. Once all departments submit their departmental profile and teachers' profile in the prescribed format through Google form, and then Academic Audit will be complete based on the given data.
- u) Department of Political Science, Bengali, Education, Physiology, English, and Geography have conducted student seminars for both Sem-2 and Sem-4.
- v) Online quiz competition organized by the Department of Physiology.
- w) Under the leadership of Principal Sir Dr. Kaustubh Lahiri, Department of Geography organized State Level webinar on 'Genesis and Trajectory of Tropical Cyclone over Bengal Delta and Planning for Mitigation of consequent Natural Disaster' in collaboration with Seacom Skill University, Bolpur, Birbhum, West Bengal on 24/07/2020
- x) Department of History and Education jointly organized National Level webinar in Association with IQAC on 'The Historical Perspective of Health and Education under Pandemic.' on 07/08/2020
- y) Department of History in Association with IQAC organized state level webinar on "The 'Novel' in the life of Bengali Woman: Exploring the Colonial Context." On 03/09/2020
- z) In the session 2019-2020 the college undertook a UGC Project on Awareness Level of inhabitants in five adjoining villages in Amoragori Gram Panchayat, Joypur, Howrah on 26th June, 2020 along with a historical documentation on the Impact of 1918 pandemic of Spanish Flu (H1 N1 Virus) in India. A dedicated research team was constituted for this purpose under the chairmanship of Prof. Swapan kumar Das, Hon'ble G.B. Member and Dr. Nimai Bhattacharyya, formerly professor, Department of

3. Actions initiated to fulfill NAAC and NIRF participation 2019-20.

সং / No.

প্রিয়নাম / Resolution Adopted

|                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                            | Microbiology and in-charge Virology Division, School of Tropical Medicine, Kolkata. The coordinators were our Principal Sir Dr.Kaustubh Lahiri, Prof.Anasua Chatterjee and Dr.Sudipta Bhowmick. The team members were Dr.Prabir kumar Sanki, Prof. Subhas Chandra Dalui, Shri Bhaskar Ghose, Shri Arpan Mullick and Shri Suroj Roy.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 3. Actions initiated by IQAC to fulfill NAAC prerequisites and NIRF participation during the year 2019-20. | <p>Following initiatives have been taken by IQAC for participation in NAAC and NIRF.</p> <ol style="list-style-type: none"> <li>Formation of ICC as per UGC and Vishakha guidelines.Prof. Sipra Ganguly is the Convener of ICC.</li> <li>Under the guidance and active supervision of Nodal Officer Prof. Madhumita Debnath our college has participated in the NIRF for the year 2018-2019. We need some specific data for student progression and publication by the faculty members in the UGC notified journals. After getting the NIRF-score sheet of the college, we would prepare better for the next year participation in NIRF.</li> <li>Formation of RTI Committee, Grievance and Redressal Cell for students, faculties, and non-teaching staffs.</li> <li>Formation of Anti-ragging Cell as per UGC Guidelines.</li> <li>Renewal of Alumni Association registration.</li> <li>Introduced two new courses in UG level (Journalism &amp; mass communication and Food and nutrition)</li> <li>The College will participate in NIRF for the 2019-20 session.</li> </ol> |

(DR. MANTU BISWAS)

Coordinator,  
IQAC,Dr. Kanailal Bhattacharyya College  
Santipur, Howrah-4

Principal

Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4



# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK

|                        |           |
|------------------------|-----------|
| মিটিং নং / Meeting No. | 05        |
| তারিখ / Date           | 30/6/2020 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |                |
|---------------|----------------|
| স্থান / Place | IB, A.C. ROOM. |
| সময় / Time   | 2:00 P.M.      |

- ১। ১. Khatun 30/6/2020 ২। ২. Sampa Roy Bagehi 30/6/20 ৩। ৩. Sampa Roy Bagehi 30/6/20 ৪। ৪. Sampa Roy Bagehi 30/6/20 ৫। ৫. Sampa Roy Bagehi 30/6/20 ৬। ৬. Sampa Roy Bagehi 30/6/20 ৭। ৭. Sampa Roy Bagehi 30/6/20 ৮। ৮. Sampa Roy Bagehi 30/6/20 ৯। ৯. Sampa Roy Bagehi 30/6/20 ১০। ১০. Sampa Roy Bagehi 30/6/20 ১১। ১১. Sampa Roy Bagehi 30/6/20 ১২। ১২. Sampa Roy Bagehi 30/6/20 ১৩। ১৩. Sampa Roy Bagehi 30/6/20 ১৪। ১৪. Sampa Roy Bagehi 30/6/20 ১৫। ১৫. Sampa Roy Bagehi 30/6/20 ১৬। ১৬. Sampa Roy Bagehi 30/6/20 ১৭। ১৭. Sampa Roy Bagehi 30/6/20 ১৮। ১৮. Sampa Roy Bagehi 30/6/20 ১৯। ১৯. Sampa Roy Bagehi 30/6/20 ২০। ২০. Sampa Roy Bagehi 30/6/20 ২১। ২১. Sampa Roy Bagehi 30/6/20 ২২। ২২. Sampa Roy Bagehi 30/6/20 ২৩। ২৩. Sampa Roy Bagehi 30/6/20 ২৪। ২৪. Sampa Roy Bagehi 30/6/20 ২৫। ২৫. Sampa Roy Bagehi 30/6/20 ২৬। ২৬. Sampa Roy Bagehi 30/6/20 ২৭। ২৭. Sampa Roy Bagehi 30/6/20 ২৮। ২৮. Sampa Roy Bagehi 30/6/20 ২৯। ২৯. Sampa Roy Bagehi 30/6/20 ৩০। ৩০. Sampa Roy Bagehi 30/6/20



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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-5/2019-20

Date: 23/06/2020

### NOTICE

#### IQAC-Meeting-5

Academic session: 2019-2020

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 30/06/2020 at 2 pm in IQAC Room to discuss the following agenda.

Agenda:

1. Report of online classes taken by each Department from 28th March, 2020 till date during the pandemic of COVID-19.
2. Number of Webinars and other activities organized by different Departments as part of departmental activities.
3. Future planning and prospect of UGC approved B.VOC Programme.
4. Future-plans and programmes of NSS Unit.
5. Proposal for MDU with Seacom Skills University, Bolpur for conducting faculty Exchange Programme in P.G classes in Geography and other subjects, conducting vocational courses and organizing seminar and research project in Earth and atmospheric sciences.
6. Report on the compilation of master routine from Prof. Subhasish Ghosh, Prof. Asim Kr Roy, Prof. Keshab Ch Khanra and Prof. Madhumita Debnath.
7. Current operational status of Academic, Administrative Audit and ISO Certification and to finalise the dates of these audits.
8. To prepare AQAR (2019-20) within October, 2020 and subsequently SSR for 4th cycle NAAC reaccreditation within November, 2020.
9. To consider the resignation of Prof. Swati Mustaphi as Coordinator of Administrative Audit subcommittee and subsequent selection of a substitute to the assignment of Coordinator.

(DR. MANTU BISWAS)  
Coordinator,  
IQAC.

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

নং / No.

DATE: 30/06/20

AGE

1. Report of online classes taken by each Department from 28th March, 2020 till date during the pandemic of COVID-19

2. Number of Webinars and other activities organized by different Departments as part of departmental activities.

3. Future planning and prospect of UGC approved B.VOC Programme.

4. Future-plans and programmes of NSS Unit.

5. Proposal for MDU with Seacom Skills University, Bolpur for conducting faculty Exchange Programme in P.G classes in Geography and other subjects, conducting vocational courses and organizing seminar and research project in Earth and atmospheric sciences.

6. Report on the compilation of master routine from Prof. Subhasish Ghosh, Prof. Asim Kr Roy, Prof. Keshab Ch Khanra and Prof. Madhumita Debnath.

নং / No.

রেজল্যুশন / Resolution Adopted

**IQAC Meeting-5**  
**ACADEMIC SESSION-2019-2020**

**DATE: 30/06/2020****VENUE: IQAC ROOM****TIME: 2 pm**

| AGENDA                                                                                                                                                                                                                                                           | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Report of online classes taken by each Department from 28th March, 2020 till date during the pandemic of COVID-19                                                                                                                                             | Online classes have been conducted and are still continuing on a regular basis through Google Meet and e-resources are uploaded in Google Classroom. This will continue in addition to regular classes as and when it resumes. Percentage of level of access of students in online classes and comparison of their involvement, gradual monitoring of their involvement in online classes by each department will be done.                                                                                                                                                                                                                                                                                                                                                                |
| 2. Number of Webinars and other activities organized by different Departments as part of departmental activities.                                                                                                                                                | Webinars have been conducted by departments of (1) Geography (2) History (3) Physiology (4) Zoology. B.VOC and NSS Unit of the college have also conducted webinars. In addition, students' webinars have been conducted by Departments of Bengali, English, Philosophy, Political Science and Geography. Online quiz competition has been held by Department of Physiology for all students of the College.                                                                                                                                                                                                                                                                                                                                                                              |
| 3. Future planning and prospect of UGC approved B.VOC Programme                                                                                                                                                                                                  | New session of UGC approved career-oriented Programme Tally with GST has begun with 9 enrollments. In the last session there were 18 graduates. New classes to start from November. Job fair has been organized. 300 students participated. 6 companies came. However, none have appeared in the final interview. Resolved that Students awareness programme would be conducted by placement cell to assess students' eagerness/non-eagerness to participate in such job fairs.                                                                                                                                                                                                                                                                                                           |
| 4. Future-plans and programmes of NSS Unit.                                                                                                                                                                                                                      | 15 Programmes have been conducted in the academic session by NSS in the 2019-2020 session pertaining to environment, health and hygiene like COVID-19 awareness programmes, World Earth Day, Psychological and Physical wellbeing of students, inter-departmental photography competition on aftermath of 'Amphan' etc. Herbal Garden has been established in the college. The college has plans to install a display board in collaboration with WEBEL for our pollution monitoring. A scientific Lab also been installed in collaboration with TCG Life Sciences, Kolkata. Exclusive IT lab for Department of Commerce with 6 new desktops from RUSA Grant has also been installed. Industry visits for Bio- Science students has also conducted in association with TCG Life Sciences. |
| 5. Proposal for MOU with Seacom Skills University, Bolpur for conducting faculty Exchange Programme in P.G classes in Geography and other subjects, conducting vocational courses and organizing seminar and research project in Earth and atmospheric sciences. | MOU with Seacom Skills University for faculty exchange programme in P.G. Geography has been initiated. Several new courses in collaboration with Peerless Skill Academy and Ramkrishna Mission, Seacom Skills University has been proposed. First initiative will be towards health sector.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 6. Report on the compilation of                                                                                                                                                                                                                                  | Resolved that compilation of master routine will be done at the                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |



## মিটিং রেজল্যুশন বহি

নং / No.

|                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| master routine from Prof. Subhasish Ghosh, Prof. Asim Kr Roy, Prof. Keshab Ch Khanra and Prof. Madhumita Debnath                                                                      | earliest from 2015-2020 sessions. All departmental HODs will mail departmental routine from 2015 to 2020 to the college mail. Sumalay De will compile the routine in association with members of the routine committee.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 7. Current operational status of Academic, Administrative Audit and ISO Certification and to finalise the dates of these audits.                                                      | A) All HoDs have submitted the teacher's profile and preparing the departmental profile. Prof. Asim Kumar Roy is advised to prepare the Teachers profile with technological help from his departmental teacher. He will be requested to be present in college for the above purpose. Academic Audit Committee is advised to suggest measures that can be taken with regard to innovation and best practices.<br>B) First phase of ISO Certification is completed. The recommendation will be followed and implemented with immediate effect and date of 2 <sup>nd</sup> phase of ISO Certification Audit to be finalized.<br>C) Prof. Swati Mustaphi's resignation from the post of convener, Administrative Audit is accepted unanimously by IQAC. Prof. Shrabani Dey and Prof. Madhumita Debnath would act as joint conveners and complete the process. A meeting of the Administrative Audit Committee will be held on 20 <sup>th</sup> October, 2020. Dr. Samir Kumar Naskar is co-opted as a member in the Administrative Audit Committee. |
| 8. To prepare AQAR (2019-20) within October, 2020 and subsequently SSR for 4th cycle NAAC reaccreditation within November, 2020.                                                      | Preparation of AQAR (2019-2020) by 30 <sup>th</sup> November, 2020 depending on the situation of pandemic of COVID-19 and SSR would be prepared subsequently. The college will participate in NIRF for the year 2020. Prof. Madhumita Debnath is advised to take appropriate initiatives.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 9. To consider the resignation of Prof. Swati Mustaphi as Coordinator of Administrative Audit subcommittee and subsequent selection of a substitute to the assignment of Coordinator. | Prof. Swati Mustaphi's resignation from the post of convener, Administrative Audit is accepted unanimously by IQAC. Prof. Shrabani Dey and Prof. Madhumita Debnath would act as joint conveners and complete the process. A meeting of the Administrative Audit Committee will be held on 20 <sup>th</sup> October, 2020. Dr. Samir Kumar Naskar is co-opted as a member in the Administrative Audit Committee.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

  
 (DR. MANTU BISWAS)  
 Coordinator,  
 IQAC,

Dr. Kanaklal Bhattacharyya College  
 Saratganga, Howrah-4

  
 Principal  
 Dr. Kanaklal Bhattacharyya College  
 Ramrajatala, Howrah-4



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Ref. No. ....

Date : .....

## Action Taken Report of 2019-2020

| Plan of Actions                                                                                                                      | Achievements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Introduction of two new UG courses.                                                                                               | 1. Two new UG course namely Journalism and mass communication and Food and Nutrition have been introduced from 2019-2020 academic session respectively.                                                                                                                                                                                                                                                                                                                                                                                                   |
| 2. To emphasis on NSS activities with particular priority on environmental health hygiene and gender sensitization programmes.       | 2. The NSS Unit of the college has successfully conducted the following programmes for the academic year 2019-2020 – a) Plastic awareness campaign held on 25/9/2019 at ward no.27 under Howrah Municipal Corporation. Cyclathon, keep India fit campaign held on 18/1/2020. Dengue awareness programme held on 8/2/2020. • The NSS Unit also organized online COVID19 awareness programme. The NSS Unit commemorated Independence Day celebration by conducting a State Level webinar on 'Psychological and Physical wellbeing during COVID-19 lockdown. |
| 3. Emphasis on skill orientation programmes for professional development with special emphasis and career counselling and placement. | 3. Skill orientation development programmes for professional development with special emphasis and career counselling and placement to be conducted through UGC approved B-VOC degree programme on 'Beauty Therapy and Aesthetics' and UGC recognised career oriented programme on 'Interior Decoration And Beautification' from 2019-2020 academic session. This programme will also be extended for ex- students.                                                                                                                                       |
| 4. Introduction of basic IT acquaintance and learning for students.                                                                  | 4. Introduced subsidized basic computer course for the students of 1st Semester, 2019 in collaboration with WEBEL TECHNOLOGY LIMITED from academic session 2019-2020.                                                                                                                                                                                                                                                                                                                                                                                     |
| 5. Up gradation of Bio Science laboratory.                                                                                           | 5. Memorandum of understanding ('MOU') between Dr.Kanailal Bhattacharyya College, Ramrajatala, Howrah-4 and TCG Life Sciences Pvt. Ltd., BlockBN, Plot7, Sector5, Salt Lake, Kolkata-91 was signed on 21/06/2019. The purpose is                                                                                                                                                                                                                                                                                                                          |

  
Principal

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4





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Ref. No. ....

Date : .....

|                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                | aimed at enabling exposure to their laboratory and research infrastructure for Bio Science students.                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 6. Faculty and students exchange programme.                                                                    | 6. Faculty and students exchange programme with neighbouring colleges (Bijoy Krishna Girls' College Howrah and Prabhu Jagat Bandhu College Andul, Howrah) have been introduced. Department of Political Science, Philosophy, Education and geography have participated in this programme. Extension programme has also been organised by Department of Education in association with Panchala Mahavidyalaya.                                                                                                                                                             |
| 7. Seminar to be organised on IPR and Human Rights.                                                            | 7. Organised seminar on IPR by department of political science association with IQAC on 20.09.2019. ICC of the college organise a seminar on "Human Rights in India" on 27.09.2019.                                                                                                                                                                                                                                                                                                                                                                                      |
| 8. Conduct online classes through institutional endeavour during covid-19 pandemic.                            | 8. All the departments have been allotted online classes within prescribed routine with ICT facilities (Google classroom and Google Meet) to facilitate E learning to students during COVID-19 pandemic.                                                                                                                                                                                                                                                                                                                                                                 |
| 9. Students seminars will be conducted by each department pertaining to the syllabus or other emerging issues. | 9. Department of Political Science, Bengali, Physiology and Geography have conducted student seminars for both semester II and semester IV. The Department of English (Date 28/06/2020 and 29/06/2020) and Physiology (Date 29/06/2020) have organized students' seminars through Google Meet to develop knowledge within the students. On the occasion of International Women's Day, 2020 The Department of Bengali in association with IQAC has also organized a students' seminar on the topic entitled "Women In Pre Modern Bengali Literature" on 12th March, 2020. |
| 10. To conduct ISO certification.                                                                              | 10. 1st phase Audit of ISO Certification 9001:2015 and ISO 14001:2015 completed on 28/01/2020.                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 11. Remedial and value orientation classes to be conducted.                                                    | 11. Remedial and value orientation classes has been conducted regularly for student support                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

  
Principal

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4



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Ref. No. ....

Date : .....

|                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                       | and progression.                                                                                                                                                                                                                                                                                                                                       |
| 12. Introduction of online feedback system.                                                                                                                                           | 12. Introduced online feedback system from students, teachers and alumni.                                                                                                                                                                                                                                                                              |
| 13. Introduction of student mentoring system.                                                                                                                                         | 13. The mentor mentee programme was introduced for creating yardsticks to organise advanced and slow learners keeping in mind the results of previous semesters.                                                                                                                                                                                       |
| 14. Participation in NIRF and AISHE.                                                                                                                                                  | 14. The institution participated in NIRF and AISHE for the year 2019.                                                                                                                                                                                                                                                                                  |
| 15. UGC Project as per order No. D.O. No. F. 1-1/2020(Secy) Dated 12th June, 2020 for conduct of survey on COVID 19 awareness and also comparative analysis with Spanish Flu of 1918. | 15. In adherence to the project mentioned Dr. Kanailal Bhattacharyya College conducted the aforementioned UGC project as its endeavour to study to the impact of COVID19 in the five adjoining villages of the institution in Amragori Gram panchayat, Joypur, Howrah on 26th June, 2020 in collaboration with Amragori Gram Panchayat, Howrah 711104. |

  
Principal  
Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4



# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK

|                        |           |
|------------------------|-----------|
| মিটিং নং / Meeting No. | 1         |
| তারিখ / Date           | 5/10/2018 |

উপস্থিত সভ্যগণের নাম

NAME OF MEMBERS PRESENT

|               |            |
|---------------|------------|
| স্থান / Place | IQAC ROOM. |
| সময় / Time   | 2:00 P.M.  |

- ১। ১. *[Signature]* 5/10/18
- ২। ২. Mantu Bisi 5/10/18
- ৩। ৩. Sipa Ganguly 05.10.18
- ৪। ৪. *[Signature]* 5/10/18
- ৫। ৫. *[Signature]* 5/10/18
- ৬। ৬. *[Signature]* 05/10/18
- ৭। ৭. *[Signature]* 05/10/18

- ৮। ৮. Sampa Ray Bagchi 5/10/18
- ৯। ৯. *[Signature]* 5/10/18
- ১০। ১০. *[Signature]* 5/10/18
- ১১। ১১. *[Signature]*
- ১২। ১২. *[Signature]*
- ১৩। ১৩. *[Signature]*
- ১৪। ১৪. *[Signature]*

- ১৫। ১৫. *[Signature]*
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- ২১। ২১. *[Signature]*



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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-1/2018-19

Date: 27/09/2018

### NOTICE

IQAC-Meeting-1

Academic session: 2018-2019

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 05/10/2018 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. To discuss reorientation of institutional functions in order to get equipped for ensuing NAAC visit with particular emphasis on the pro-active role of IQAC to acquaint all the faculties and non-teaching staff and student representatives on prerequisites.
2. To discern the scope of establishing Institution Professional domain linkage and for the purpose Career Counselling Event organization and Placement cell is being ratified with Dr.Sampa Ray Bagchi Member, IQAC as its Coordinator.

(DR. MANTU BISWAS)

Coordinator,

IQAC,

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

(DR. KAUSTUBH LAHIRI)

Principal

Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4

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**IQAC Meeting-1**  
**ACADEMIC SESSION-2018-2019**

DATE: 05/10/2018

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                                                                                                                                                                                                                                           | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. To discuss reorientation of institutional functions in order to get equipped for ensuing NAAC visit with particular emphasis on the proactive role of IQAC to acquaint all the faculties and non-teaching staff and student representatives on prerequisites. | 1. Resolved that online browsing scope for Library resources for faculties and students by installing KOHA software in College Library Management System in adherence to new NAAC guideline. For this purpose, Library Committee to be re-organized.<br><br>2. Institutional Information dissemination through upgraded College website turning it cloud based and mobile savvy. Precise and time bound uploading of all Notices and information for all stakeholders in consonance with UGC stipulations.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 2. To discern the scope of establishing Institution Professional domain linkage and for the purpose Career Counseling Event organization and Placement cell is being ratified with Dr. Sampa Ray Bagchi Member, IQAC as its Coordinator.                         | 1. To introduce Professional Taxation course for Commerce and Humanities students with particular emphasis on GST portfolio. Consequent upon discussion with multiple professional organization, faculty academy is zeroed upon for imparting GST oriented skill proficiency course.<br>2. Resolved that for institutional professional domain linkage Career Counselling and Placement cell is being ratified with Dr. Sampa Ray Bagchi Member, IQAC as its coordinator.<br>3. To acquaint the students of Bio-Science stream with occupational opportunities appropriate initiatives would be endeavoured under Career Counselling and placement cell. In this connection laboratory visit to TCG Life sciences Ltd at Salt Lake to be initiated by Career Counselling and Placement cell.<br>4. To address the clinical interest of student's suggestion being put forward in the meeting that Thalassemia Awareness Detection process to be included to uphold therapeutic purpose of students. |

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(DR. MANTU BISWAS)

Coordinator,  
IQAC,Dr. Kanailal Bhattacharyya College  
Santragachhi, Howrah-4

05/10/2018  
Principal

Dr. Kanailal Bhattacharyya College,  
Ramrajatala, Howrah-4



# মিটিং রেজল্যুশন বই

## MEETING RESOLUTION BOOK

|                        |            |
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| মিটিং নং / Meeting No. | ২          |
| তারিখ / Date           | ১৭/১২/২০১৮ |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |            |
|---------------|------------|
| স্থান / Place | IQAC ROOM- |
| সময় / Time   | ২:০০ P.M.  |

- ১। ১. *Khalid 17/12/2018* ২। ২. *Sampa Ray Bagechi 17/12/18*
- ৩। ৩. *Mantu Biswas 17/12/18* ৪। ৪. *S. S. 12/12/18*
- ৫। ৫. *Sitpa Ganguly 17.12.18* ৬। ৬. *S. S. 12/12/18*
- ৭। ৭. *Anasua Chatterjee 12.12.18* ৮। ৮. *Bidun Saran 12/12/18*
- ৯। ৯. *Madhumita Deb Nath 12/12/18* ১০। ১০. *S. S. 12/12/18*
- ১১। ১১. *S. S. 12/12/18* ১২। ১২. *S. S. 12/12/18*
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15, KONA ROAD, RAMRAJATALA,  
P.O. SANTRAGACHI, HOWRAH - 711104

Ref. No. IQAC/KLB/C/Meeting-2/2018-19

Date: ০৭/১২/২০১৮

### NOTICE

IQAC-Meeting-2  
Academic session: 2018-2019

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 17/12/2018 at 2 pm in IQAC Room to discuss the following agenda.

Agenda:

1. Ratification of the finalized AQAR 2017-18.
2. Proposal for Community and Students Awareness drive on ecological resources of rural Bengal and their utility for livelihood regeneration.
3. Thalassemia Awareness and Screening Programme for students in association with School of Tropical Medicine, Department of Health, Government of west Bengal under the overall supervision of eminent Physician Professor (Dr) Nimai Bhattacharyya.
4. Anti-Tobacco campaign among students.
5. Disbursement of endowments to Rank holding College students.

(DR. MANITU BISWAS)  
Coordinator,  
IQAC,

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

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**IQAC Meeting-2**  
**ACADEMIC SESSION-2018-2019**

DATE: 17/12/2018

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                                                                                                                                                                                                                                 | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Ratification of the finalized AQAR 2017-18.                                                                                                                                                                                                         | Finalized AQAR of 2017-18 is accepted and ratified by members of IQAC.                                                                                                                                                                                                                                                                                                                                                     |
| 2. Proposal for Community and Students Awareness drive on ecological resources of rural Bengal and their utility for livelihood regeneration.                                                                                                          | Resolved that Dr. Kanailal Bhattacharyya Memorial Lecture and interactive session titled 'Aquatic Bio resources: Utilization of Diversified species and Products in strengthening Rural Development' to be held on 12/02/2019 as part of student awareness drive on ecological resources of rural Bengal and their utility for livelihood regeneration. Resource person: Dr. Pratap Mukhopadhyay, Emeritus scientist CIFA. |
| 3. Thalassaemia Awareness and Screening Programme for students in association with School of Tropical Medicine, Department of Health, Government of west Bengal under the overall supervision of eminent Physician Professor (Dr) Nimai Bhattacharyya. | Resolved that Thalassaemia Awareness and Screening Programme for students in association with School of Tropical Medicine, Department of Health, Government of West Bengal under the overall supervision of eminent Physician Professor (Dr) Nimai Bhattacharyya to be held on 06/03/2019.                                                                                                                                 |
| 4. Anti-Tobacco campaign among students.                                                                                                                                                                                                               | Resolved that Anti-Tobacco Awareness programme to be held on 08/03/2019 in collaboration with Department of Health, Government of West Bengal with interactive session with audio-visual communication with active participation from Chief Medical officer, Howrah, Paramedics, Students and Community members.                                                                                                           |
| 5. Disbursement of endowments to Rank holding College students.                                                                                                                                                                                        | Endowment programme to rank holding college students to be held on 06/03/2019.                                                                                                                                                                                                                                                                                                                                             |

  
(DR. MANTU BISWAS)  
Coordinator,  
IQAC,

Dr. Kanailal Bhattacharyya College  
Sauragachi, Howrah-4

  
Principal  
Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4

ROOM.

P.M.

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## MEETING RESOLUTION BOOK

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| মিটিং নং / Meeting No. | 3         |
| তারিখ / Date           | 19/3/2019 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |            |
|---------------|------------|
| স্থান / Place | IQAC ROOM. |
| সময় / Time   | 2:00 P.M.  |

- ১। ১. Khabir 19/03/2019  
২। ২. Mantu Biswas 19/3/19  
৩। ৩. Sipra Ganguly 19/3/19  
৪। ৪. Anasua Chatterjee 19/3/19  
৫। ৫. Mathurita Debnath 19/3/19  
৬। ৬. Suman K. Nandan 19/03/2019  
৭। ৭. Anali Mustapha 19/3/19
- ৮। ৮. Sampr Ray Bagchi 19/3/19  
৯। ৯. ... 19/3/19  
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Ref. No. QAC/KLBC/Meeting-3/2018-19

Date: 11/3/2019

### NOTICE

### IQAC-Meeting-3

Academic session: 2018-2019

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 19/03/2019 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. Reconstitution of Alumni association and Renewal of Registration.
2. Restoration of ICC in accordance with UGC Guideline.
3. Reorganization of Library Committee to implement the resolutions adopted in previous IQAC meeting.
4. Reconstruction of Girls' Common room with exclusive access to toilet.
5. Expansion of installed CCTV coverage.
6. Departmental seminars on existing curricular components in order to facilitate learning by students by eminent teachers.
7. Community health check up by renowned Medical Practitioners.
8. Introduction of basic computer literacy course in association with WEBEL under the subsidized educational skill development programme of Government of West Bengal.

(DR. MANTU BISWAS)  
Coordinator,  
IQAC,

Dr. Kanailal Bhattacharyya College

(DR. KAUSTUBH LAHIRI)

Principal  
Dr. Kanailal Bhattacharyya College,  
Ramrajatala, Howrah-4

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**IQAC Meeting-3**  
**ACADEMIC SESSION-2018-2019**

DATE: 19/03/2019

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                                                                                                                                                 | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Reconstitution of Alumni association and Renewal of Registration.                                                                                                   | Resolved that in order to ensure proper participation by dedicated alumni by organizing events for existing students and also to communicate to them about the prospect of professional course pursued by them, multiple interactive exchange programmes would be organized.                                                                                                           |
| 2. Restoration of ICC in accordance with UGC Guideline                                                                                                                 | Restoration of ICC as per UGC guidelines for grievance redressal for girl student's and women employees. Professor Sipra Ganguly Member, IQAC has been selected as Convener.                                                                                                                                                                                                           |
| 3. Reorganization of Library Committee to implement the resolutions adopted in previous IQAC meeting.                                                                  | 3. Library Committee is reorganised to implement the resolutions adopted in previous IQAC meeting. Prof. Bidushi Halder(Sardar) has been selected as the Convener of Library Committee.                                                                                                                                                                                                |
| 4. Reconstruction of Girls' Common room with exclusive access to toilet.                                                                                               | Resolved that an exclusive Girls Common room be reconstructed with attached toilet facility, ventilation systems, provision of portable purified drinking water facility and indoor gaming items.                                                                                                                                                                                      |
| 5. Expansion of installed CCTV coverage.                                                                                                                               | CCTV coverage for Main building, the premise and frontal approach would be made as part of Security Network expansion.                                                                                                                                                                                                                                                                 |
| 6. Departmental seminars on existing curricular components in order to facilitate learning by students by eminent teachers.                                            | Resolved that Departmental seminars organised by Departments of Political Science and History and Department of zoology to be held on 26.04.2019 and 27.04.2019 to impart learning on existing curricular components by eminent teachers. Resource persons: Prof (Dr.) Sobhanlal Duttagupta, Prof.(Dr) Mahua Sarkar and Shri Ashish Sarkar, Prof. Jayanta kundu and Prof. Sujoy Ghosh. |
| 7. Community health check up by renowned Medical Practitioners.                                                                                                        | Community Health check up for all stake holders to be organized under the wing of the College NSS unit by NSS Programme Officer Prof (Dr.) Sampa Ray Bagchi and other faculty members and non-teaching staff of the College.                                                                                                                                                           |
| 8. Introduction of basic computer literacy course in association with WEBEL under the subsidized educational skill development programme of Government of West Bengal. | Resolved that introduction of basic computer literacy course entitled 'Basics of Computer application' in association with WEBEL under the subsidized educational skill development programme of Government of West Bengal would be imparted to students of 1 semester of B.A, B.Sc. and B.Com Honours and General streams from 2019 session.                                          |

(DR. MANTU BISWAS)  
Coordinator,  
IQAC.

Dr. Kanaifal Bhattacharyya College  
Sankarguchhi, Howrah-4

19/03/2019  
Principal  
Dr. Kanaifal Bhattacharyya College  
Ramrajatala, Howrah-4

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## MEETING RESOLUTION BOOK

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| মিটিং নং / Meeting No. | 4        |
| তারিখ / Date           | 8/5/2019 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |              |
|---------------|--------------|
| স্থান / Place | Meeting Room |
| সময় / Time   | 12:00 Noon   |

- |                                  |                                      |                                   |
|----------------------------------|--------------------------------------|-----------------------------------|
| ১। ১. Mantu Biswas 8/5/19        | ১০। ১০. Sampa Ray Bagechi 8/5/19     | ২০। ২০. Prabir Kumar Sanki 8/5/19 |
| ২। ২. Mantu Biswas 8/5/19        | ১১। ১১. Sipa Ganguly 8/5/19          | ২১। ২১. Sumon Bhattacharya 8/5/19 |
| ৩। ৩. Sumit Ghosh 8/5/19         | ১২। ১২. Sudipta Bhattacharya 8/5/19  | ২২। ২২. Ananta Chatterjee 8/5/19  |
| ৪। ৪. Sankar Kumar Sanyal 8/5/19 | ১৩। ১৩. Subarna Bhattacharjee 8/5/19 | ২৩। ২৩. Arjun Saha 8/5/19         |
| ৫। ৫. Swapankumar Das 8/5/19     | ১৪। ১৪. Soumik Mukherjee 8/5/19      |                                   |
| ৬। ৬. Prithwish K. Roy 8/5/19    | ১৫। ১৫. Madhumita Deb Nath 8/5/19    |                                   |
| ৭। ৭. Bhaskar Ghose 8/5/19       |                                      |                                   |

DATE: 8/5/19

1. Preparati Cycle) and
2. Academic Audit.
3. Uploading Faculty a at the Co
4. Feedback stakehol
5. To sign 2019-20 guideline



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Ref. No. IQAC/KLB/Meeting-4/2018-19

Date: 2/5/2019

### NOTICE

**IQAC-Meeting-4**  
**Academic session: 2018-2019**

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 08/05/2019 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. Preparation for NAAC visit (4h Cycle) and Formulation of SSR.
2. Academic and Administrative Audit.
3. Uploading of Departmental, Faculty and Institutional data at the College website.
4. Feedback report of various stakeholders.
5. To sign a MOU for the year 2019-20 in adherence to NAAC guideline.

  
(DR. MANTU BISWAS)  
Coordinator,  
IQAC,  
Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

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

নং / No.

রেজল্যুশন / Resolution Adopted

**IQAC Meeting-4**  
**ACADEMIC SESSION-2018-2019**

DATE: 8/5/2019

VENUE: IQAC ROOM

TIME: 1 pm

| AGENDA                                                                               | RESOLUTION                                                                                                                                                                                                                                   |
|--------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Preparation for NAAC visit(4h Cycle) and Formulation of SSR.                      | Resolved that formulation of final AQAR for 2018-19 to be uploaded in the College website and NAAC portal six months prior to NAAC visit followed by SSR four months prior to ensuing NAAC visit in accordance with NAAC guidelines.         |
| 2. Academic and Administrative Audit.                                                | Resolved that a letter of intent to conduct Academic and Administrative audit by University of Calcutta would be made for the ensuing 4h cycle NAAC.                                                                                         |
| 3. Uploading of Departmental, Faculty and Institutional data at the College website. | Resolved that all Departmental, Faculty and Institutional data would be done in accordance with the prescribed format as per NAAC and UGC Guidelines and the same would be uploaded in the College website by 31 <sup>st</sup> August, 2019. |
| 4. Feedback report of various stakeholders.                                          | Online feedback form from various stakeholders would be done.                                                                                                                                                                                |
| 5. To sign a MOU for the year 2019-20 in adherence to NAAC guideline.                | Resolved that steps would be taken to sign a MOU with Industry Houses for conducting industry-Academia techniques in the College campus and in-house training for employment generation in future for the students.                          |

(DR. MANTU BISWAS)

Coordinator,  
IQAC,Dr. Kanailal Ghatak Chatterjee College  
Sastragachhi, Howrah-4

Principal

Dr. Kanailal Ghatak Chatterjee College  
Ranrajatala, Howrah-4

at 2 pm in

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Website : www.drklbcollege.ac.in

# DR. KANAILAL BHATTACHARYYA COLLEGE

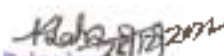
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15, KONA ROAD, RAMRAJATALA,  
P.O. SANTRAGACHI, HOWRAH - 711104

Ref. No. ....

Date : .....

## Action Taken Report of 2018-2019

| Plan of Actions                                                                                                                                                           | Achievements                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.To restructure Library Management system with new software to enhance the online browsing scope of library resources.                                                   | 1.TheCloud based KOHA software enabled library management system would be introduced in adherence to new NAAC guidelines and enhance the online browsing scope of library resources.                                                                                                                                                                                    |
| 2.Renewal of Alumni Association                                                                                                                                           | 2.Reconstituted the Executive Council of the Alumni Association and renewed the registration.                                                                                                                                                                                                                                                                           |
| 3. Introduce Professional Courses for Skill Equipped Start Up capability and Self Employment.                                                                             | 3. B VOC_ Degree Programme by UGC Specialization Beauty Therapy & Aesthetics. 2. Introduced Professional Taxation Course with Tally Academy with particular emphasis on GST.                                                                                                                                                                                            |
| 4. Expansion of NSS activities                                                                                                                                            | 4. a)Introduction of Sanitary Napkins Vending Machines b. Herbal Sapling plantation in the College Premise. C. Planting of Trees in Neighbouring Circle. d. Mass Awareness Programme on basic hygiene for local community                                                                                                                                               |
| 5. To Introduction of UG courses as an affiliating college under University of Calcutta                                                                                   | 5. Journalism & Mass Communication and Food & Nutrition have been introduced deemed with comparative professional leverage                                                                                                                                                                                                                                              |
| 6. ICT enabled dissemination of Institutional and Extra Institutional relevant information to students, Faculties, Non-Teaching Staff, Alumni and for Community outreach. | 6. College website up gradation by configuring the WLBSITL as mobile savvy. Important Notification For Students like E prospectus, E Routine College Programme Schedule, NSS Activities, Notification on Career oriented programmes and placement scopes for students and other informations uploaded in the website.                                                   |
| 7. ICT enabled knowledge dissemination process enhancement And Institutional Management System.                                                                           | 7. A) Eight Internet enabled Digital Classroom.9) Six new Desktops to for Different Departments. C) Thirteen New Desktops attached with GIS software and being hosted at Remote Sensing and GIS Laboratory. D). Ten new Desktop have been provided to Office and Library in order to make Institutional system compatible with University of Calcutta introduced Online |

  
Principal

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4



Phone : 2627-2490 (College Off.)  
Principal : 9903389092  
Whatsapp : 8687383305  
Fax : 91-33-2627-3241  
E-mail : klb.college@gmail.com  
Website : www.drklbcollege.ac.in

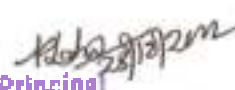
# DR. KANAILAL BHATTACHARYYA COLLEGE

(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 : .....

|                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                             | Admission and Registration System.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 8. Establishment of Grievance Gender specified Redress mechanism in adherence to UGC Guideline.             | 8. Restoration of ICC is being accomplished with Professor Sipra Ganguly Member IQAC as its Coordinator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 9. Establishment of Grievance Redress Cell, Anti Ragging mechanism, RTI Cell in adherence to UGC Guideline. | 9. There is a Grievance Redress cell, Anti- Ragging mechanism, RTI Cell with manual submission of complain facility.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 10. Faculty & Students Lxchange Programme                                                                   | 10. A) Faculty Exchange Programme with Bijoy Krishna Girls College Date 13/03/2019 for the Subjects Political Science and Education. B) With Prabhu Jagatbandhu College Date 13/03/2019 for the Subjects Geography, Education and Philosophy.<br>B) Student Exchange programme: Date 11/04/2019 Subject : Geography With Prabhu Jagat Bandhu College Topic : Basic Concepts of Surveying and Survey Equipment: Laser Distance Meter: Geography Honours; Semester- I No of Students Participants from Prabhu Jagat Bandhu college : 35 : No. of faculties : 03 No of students from D. Kanailal Bhattacharyya College : 11 : No. of faculties : 04 Venue : Smart Class Room, Main Building, Dr. Kanailal Bhattacharyya College. |

  
Principal  
Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4



# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK

|                        |           |
|------------------------|-----------|
| মিটিং নং / Meeting No. | 1         |
| তারিখ / Date           | 24/7/2017 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |            |
|---------------|------------|
| স্থান / Place | IBAC ROOM- |
| সময় / Time   | 2:00 P.M.  |

|                                 |                                  |         |
|---------------------------------|----------------------------------|---------|
| ১। ১. Khatun Jahan              | ৮। ৮. S. Ray 24/7/17             | ১৫। 15. |
| ২। ২. Mantu Biswas 24-7-17      | ৯। ৯. Subarna Majumdar 24.7.17   | ১৬। 16. |
| ৩। ৩. Sipta Ganguly 24.7.17     | ১০। ১০. Sujata Dhar 24/7/17      | ১৭। 17. |
| ৪। ৪. Anasua Chatterjee         | ১১। ১১. Sampa Ray Bagchi 24/4/17 | ১৮। 18. |
| ৫। ৫. Nitya Mondal 24.7.17      | ১২। ১২. S. Ray 24/7/17           | ১৯। 19. |
| ৬। ৬. Suman K. Naskar 24/7/17   | ১৩। ১৩. S. Ray 24.7.17           | ২০। 20. |
| ৭। ৭. Ananta Chatterjee 24.7.17 | ১৪। ১৪. S. Ray 24.7.17           | ২১। 21. |



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Ref. No. IBAC/KLBC/Meeting-1/2017-18

Date: 15/07/2017

### NOTICE

#### IQAC-Faculty Interface Meeting-1

A meeting of the IQAC with Faculties, Dr Kanailal Bhattacharyya College, will be held on 24/07/2017 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. Evaluation of academic performance of last University examination.
2. Proposal for requisition of books and instrument for science subjects.
3. Proposal for appointment of new guest lecturers in various departments.
4. Proposal for Departmental seminars.

(DR. MANTU BISWAS)  
Coordinator,  
IQAC,  
Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

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

**IQAC-Faculty Interface Meeting-1  
ACADEMIC SESSION-2017-2018**

DATE: 24/07/2017

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                                                     | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Evaluation of academic performance of last University examination.      | Members of IQAC discussed academic performance of the students in the final year examinations of 2016-2017 with fulltime faculties. Out of 508 students appearing for the final exam, 331 students passed/awarded degree (242 girls and 89 boys). The overall pass percentage across all stream was 65.15%. Pass percentage in Honours subjects in B.A. and B.Sc. was much higher (95.21%) than General program (80%). The pass percentage on Commerce was 25%. 14 students across all subjects/ discipline secured more than 60% marks. Overall, the performance was satisfactory.<br>IQAC request all HODs to prepare and finalize teaching plans for the current session and conduct mid-term assessments as per academic calendar. HODs are also requested to adopt innovative teaching methods in classroom and use more power-point programs for effective dissemination of knowledge. Faculties in commerce are requested to prepare for the new CBCS to be introduced from the current academic session. |
| 2. Proposal for requisition of books and instrument for science subjects.  | Resolved that book, furniture, laboratory equipment, specimens and chemicals are required to be purchased for Bio-Science departments and Geography. HODs will submit item specification and respective costs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 3. Proposal for appointment of new guest lecturers in various departments. | Resolved that new Guest Lecturers in Zoology (02), Botany (02), Physiology (02), Political science (02), Bengali (01) and Commerce (01) are required to be appointed to satisfy the current workload.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 4. Proposal for Departmental seminars.                                     | Resolved that Departments will organize seminars, student seminars, debates, quiz, and other activities throughout the session in association with IQAC. <ul style="list-style-type: none"> <li>a) Department of Bengali has proposed to organize a seminar on 'Indo European Language Family and Bengali Language' in August, 2017.</li> <li>b) Department of Commerce has proposed to organize a seminar on 'Goods &amp; Services Tax (GST Act)' in September, 2017.</li> <li>c) Department of Political science has proposed to organize a debate on 'Swadhinata Uttar Bharate Nari Swadhinata: Arojitana Orjito' (Women Independence in Post Independent India: Inflicted or Earned?) in September, 2017.</li> </ul>                                                                                                                                                                                                                                                                                         |

(DR. MANTU BISWAS)

Coordinator,  
IQAC.

Dr. Kanailal Bhattacharyya College

Principal

Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4



# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK

|                        |           |
|------------------------|-----------|
| মিটিং নং / Meeting No. | 2         |
| তারিখ / Date           | 25/7/2017 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |             |
|---------------|-------------|
| স্থান / Place | IQAC ROOM - |
| সময় / Time   | 2:00 P.M.   |

- ১। ১. *K. Lahiri* 25/7/17  
২। ২. *Mantu Biswas* 25.7.17  
৩। ৩. *Sipra Ganguly* 25.7.17  
৪। ৪. *Anasua Chatterjee*  
৫। ৫. *Sarmila K. R. Chatterjee* 25/07/17  
৬। ৬. *Madhumita Deb Nath* 25/7/17  
৭। ৭. *Anjali Hunsdaphi* 25/7/17

- ৮। ৮. *M. M. Roy* 25.7.17  
৯। ৯. *Sanjaya Ray Bagchi* 25/7/17  
১০। ১০. *Sr.* 25/7/17  
১১। ১১. *Priyanka Saha* 25/7/17  
১২। ১২.  
১৩। ১৩.  
১৪। ১৪.  
১৫। ১৫.  
১৬। ১৬.  
১৭। ১৭.  
১৮। ১৮.  
১৯। ১৯.  
২০। ২০.  
২১। ২১.



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Ref. No. *IQAC/KLB/Meeting-2/2017-18*

Date : *15/8/2017*

### NOTICE

#### IQAC-Meeting-1

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 25/07/2017 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. Evaluation of academic performance in last University examination.
2. Proposal for requisition of books and equipment as per UGC grant.
3. Engagement of guest lecturer as per requirement.
4. Establishment of smart classrooms
5. Proposal for Departmental activities.
6. Proposal for set up of Virtual classroom.
7. Extension activities with NSS unit.

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

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

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

**IQAC MEETING-1**  
**ACADEMIC SESSION-2017-2018**

DATE: 25/07/2017

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                                                | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Evaluation of academic performance in last University examination. | Members of IQAC discussed the final year examination results of the last academic session 2016-2017. Out of 508 students appearing for the final exam, 331 students passed/awarded degree (242 girls and 89 boys). The overall pass percentage across all stream was 65.15%. Pass percentage in Honours subjects in B.A. and B.Sc. was much higher (95.21%) than General program (80%). The pass percentage on Commerce was 25%. 14 students across all subjects/ discipline secured more than 60% marks. Overall, the performance was satisfactory. IQAC request all HODs to prepare and finalize teaching plans for the current session and conduct mid-term assessments as per academic calendar. HODs are also requested to adopt innovative teaching methods in classroom and use more power-point slides for effective dissemination of knowledge. Faculties in commerce are requested to prepare for the new CBCS to be introduced from the current academic session. |
| 2. Proposal for requisition of books and equipment as per UGC grant.  | Resolved that book, furniture, laboratory equipment, specimens and chemicals will be purchased under UGC grant for Bio-Science departments and Geography. HODs are requested to submit item specification and respective costs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 3. Engagement of guest lecturer as per requirement.                   | Resolved that new Guest Lecturers in Zoology (02), Botany (02), Physiology (02), Political science (02), Bengali (01) and Commerce (01) are to be appointed to satisfy the current workload.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 4. Establishment of smart classrooms                                  | Resolved that moresmart class rooms with projection system will be made operational from the current academic session for ongoing U.G. Courses in Geography and Life Sciences to address the long-standing demand of the students, teachers, and alumni.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 5. Proposal for Departmental activities.                              | Resolved that departments will organize seminars, student seminars, debates, quiz, and other activities throughout the session in association with IQAC. It is proposed to allocate Rs. 3000/- for organizing seminars in the current academic session per department. <ol style="list-style-type: none"> <li>Department of Bengali has proposed to organize a seminar on 'Indo European Language Family and Bengali Language' in August, 2017.</li> <li>Department of Commerce has proposed to organize a seminar on 'Goods &amp; Services Tax (GST Act)' in September, 2017.</li> <li>Department of Political science has proposed to organize a debate on 'Swadhinota Uttor Bharate Nari Swadhinota: ArapitonaOrjito' (Women Independence in Post Independent India: Inflicted or Earned?) in September, 2017.</li> </ol>                                                                                                                                                 |



# মিটিং রেজল্যুশন বহি

|                                              |                                                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5. Proposal for set up of Virtual classroom. | Resolved that (Virtual) digital classroom to be set up in order to ensure contemporary curricular management with IT enabled teaching. Proposal to 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. |
| 6. Extension activities with NSS unit.       | Resolved that NSS unit of the college will organize Blood Donation Camp in college campus. A medical camp will be conducted at the local slum area of Ramrajatala, Howrah.                                                                                                                                                         |

(DR. MAHTI BISWAS)

Open door,

IC...

Dr. Kanailal Bhattacharyya College

Buddhagutta, Howrah-4

Principal

Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4

# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK

|                        |           |
|------------------------|-----------|
| মিটিং নং / Meeting No. | 3         |
| তারিখ / Date           | 11/9/2017 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |             |
|---------------|-------------|
| স্থান / Place | 18, AC Room |
| সময় / Time   | 2:00 P.M.   |

|                                   |                                |
|-----------------------------------|--------------------------------|
| ১। ১. Khatun 11/09/2017           | ৮। ৮. Khatun 11/9/17           |
| ২। ২. Mantu Biswas 11/9/17        | ৯। ৯. Sampa Roy Bagchi 11/9/17 |
| ৩। ৩. Sipra Ganguly 11.9.17       | ১০। ১০. SV 11/9/17             |
| ৪। ৪. Anasua Chatterjee 11/9/17   | ১১। ১১. Bidhu Saha 11/9/17     |
| ৫। ৫. Soma K. N. 11/09/2017       | ১২। ১২.                        |
| ৬। ৬. Padmavita Deb Nath 11/9/17  | ১৩। ১৩.                        |
| ৭। ৭. Sumati Bhattacharya 11/9/17 | ১৪। ১৪.                        |



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Ref. No. 18AC/KLBC/Meeting-3/2017-18

Date: 11/9/2017

### NOTICE

#### IQAC-Meeting-2

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 11/09/2017 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. Proposal for Dr. K L B memorial lecture.
2. Proposal for infrastructural augmentation in science building.
3. Proposal for career-oriented workshop on animation and multimedia.
4. Proposal for improvement of library service.

(DR. MANTU BISWAS)

Coordinator,  
IQAC,

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

(DR. KAUSTUBH LAHIRI)

Principal

Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4



নং / No.

রেজল্যুশন / Resolution Adopted

**IQAC MEETING-2**  
**ACADEMIC SESSION-2017-2018**

DATE: 11/09/2017

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                                                | RESOLUTION                                                                                                                                                                                                                                                                                          |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Proposal for Dr. K L B memorial lecture.                           | Resolved that Dr. Kanailal Bhattacharya Memorial Lecture be introduced from this academic session as per proposal of Principal, dr. Kaustubh Lahiri. The first lecture will be delivered by Dr. Puroshottam Bhattacharyya, Professor of International Relations, Jadavpur University, in Nov, 2017. |
| 2. Proposal for infrastructural augmentation in science building.     | Resolved that new room would be constructed in science block for laboratory purpose.                                                                                                                                                                                                                |
| 3. Proposal for career-oriented workshop on animation and multimedia. | Resolved that IQAC, in collaboration with RTG Animate-Animation Academy, will organize a one-day workshop on Animation and Multimedia in November, 2017.                                                                                                                                            |
| 4. Proposal for improvement of library service.                       | Resolved that separate internet connection will be introduced in the library for book requisition.                                                                                                                                                                                                  |

  
 (DR. MANTU BISWAS)  
 Coordinator,  
 IQAC,  
 Dr. Kanailal Bhattacharyya College  
 Sauragachi, Howrah-4

  
 Principal  
 Dr. Kanailal Bhattacharyya College  
 Ramrajatala, Howrah-4

# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK

|                        |           |
|------------------------|-----------|
| মিটিং নং / Meeting No. | 4         |
| তারিখ / Date           | 1/12/2017 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |             |
|---------------|-------------|
| স্থান / Place | IQAC ROOM - |
| সময় / Time   | 2:00 P.M.   |

|                                                   |                                   |         |
|---------------------------------------------------|-----------------------------------|---------|
| ১। 1. Manto Biswas 01/12/2017                     | ৮। 8. Madhumita Deb Nath. 1/12/17 | ১৫। 15. |
| ২। 2. Manto Biswas 01/12/17                       | ৯। 9. Prigayala Mondal 1/12/17    | ১৬। 16. |
| ৩। 3. Sibra Gogoi 01.12.17, ১০। 10. Sibra 1/12/17 |                                   | ১৭। 17. |
| ৪। 4. Samir K. Nath 01/12/2017                    | ১১। 11. Sampa Roy Bogchi 1/12/17  | ১৮। 18. |
| ৫। 5. Ananda Chatterjee                           | ১২। 12. Son 1/12/17               | ১৯। 19. |
| ৬। 6. Sumati Mustapha 01/12/17                    | ১৩। 13. Bindu Saha 1/12/17        | ২০। 20. |
| ৭। 7. Sutapa Dasgupta 1.12.17                     | ১৪। 14. Chandra 1.12.17           | ২১। 21. |



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Ref. No. IQAC/KLBC/Meeting-4/2017-18

Date: 23/11/2017

### NOTICE

#### IQAC-Faculty Interface Meeting-2

A meeting of the IQAC with Faculties, Dr Kanailal Bhattacharyya College, will be held on 01/12/2017 at 2 pm in IQAC Room to discuss the following agenda.

1. Proposal for renovation of Teachers room.
2. Operationalization of Virtual classroom.

(DR. MANTU BISWAS)  
 Coordinator,  
 IQAC,  
 Dr. Kanailal Bhattacharyya College  
 Santragachi, Howrah-4

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


**IQAC-Faculty Interface Meeting-2**  
**ACADEMIC SESSION-2017-2018**

DATE: 01/12/2017

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                       | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                             |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Proposal for renovation of Teachers room. | Resolved that the present Teachers' room needs to be expanded and renovated to accommodate new teachers. Requisite arrangements of furniture and desktop needs to be provided.                                                                                                                                                                                                                         |
| 2. Operationalization of Virtual classroom.  | Resolved that Teachers will be 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 present master routine will be modified to incorporate at least one special class per Honours subject per week in the virtual class room. |

  
 (DR. MANTU BISWAS)  
 Coordinator,  
 IQAC,  
 Dr. Kanailal Bhattacharyya College  
 Santagachi, Howrah-4

  
 Principal  
 Dr. Kanailal Bhattacharyya College,  
 Ramrajatala, Howrah-4



# মিটিং রেজল্যুশন বই

## MEETING RESOLUTION BOOK

|                        |           |
|------------------------|-----------|
| মিটিং নং / Meeting No. | 5         |
| তারিখ / Date           | 2/12/2017 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |           |
|---------------|-----------|
| স্থান / Place | IBAC Room |
| সময় / Time   | 2:00 P.M. |

|                                |                               |         |
|--------------------------------|-------------------------------|---------|
| ১। ১. Kdabo 02/12/17           | ৮। ৮. Sunday 02/12/17         | ১৫। ১৫. |
| ২। ২. Mantu Biswas 2/12/17     | ৯। ৯. Uttam Saha 02-12-17     | ১৬। ১৬. |
| ৩। ৩. Kdabo 02/12/17           | ১০। ১০. Kdabo 02/12/17        | ১৭। ১৭. |
| ৪। ৪. Jyoti Chatterjee 2/12/17 | ১১। ১১. K. Rakshit 2/12/17    | ১৮। ১৮. |
| ৫। ৫. A. Saha 2/12/17          | ১২। ১২. Arun Majumdar 2/12/17 | ১৯। ১৯. |
| ৬। ৬. Lisa Bag 02/12/17        | ১৩। ১৩.                       | ২০। ২০. |
| ৭। ৭. Aparna Dutta 02/12/17    | ১৪। ১৪.                       | ২১। ২১. |



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15, KONA ROAD, RAMRAJATALA,  
P.O. SANTRAGACHI, HOWRAH - 711104

Ref. No. IBAC/KLBC/Meeting-5/2017-18

Date: 23/11/2017

### NOTICE

#### IQAC-Non-Teaching Staff Interface Meeting-1

A meeting of the IQAC with Non-teaching staff, Dr Kanailal Bhattacharyya College, will be held on 02/12/2017 at 2 pm in IQAC Room to discuss the following agenda.

Agenda:

1. Proposal for appointing new casual staff.
2. Renovation of Office

(DR. MANTU BISWAS)  
Coordinator,  
IQAC,  
Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

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

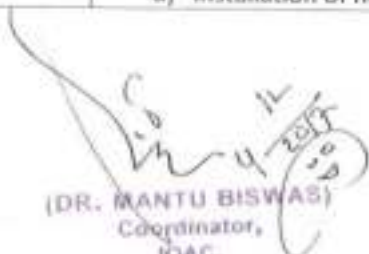
**IQAC-Non-Teaching staff Meeting-1  
ACADEMIC SESSION-2017-2018**

DATE: 02/12/2017

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                       | RESOLUTION                                                                                                                                                                                                                                                         |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Proposal for appointing new casual staff. | Proposed that casual staff need to be appointed for running the offices of Distance education, VU, NSOU and Vocational courses to ease the work load.                                                                                                              |
| 2. Renovation of Office                      | Proposed following renovation in office infrastructure.<br>a) New room for Cash and Account section.<br>b) Expansion of existing Office and toilets.<br>c) Expansion of CCTV network to ensure security of the campus.<br>d) Installation of new biometric device. |

  
 (DR. MANTU BISWAS)  
 Coordinator,  
 IQAC,  
 Dr. Kanailal Bhattacharyya College  
 Santugachi, Howrah-4

  
 Principal  
 Dr. Kanailal Bhattacharyya College  
 Ramrajatala, Howrah-4

# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK

|                        |           |
|------------------------|-----------|
| মিটিং নং / Meeting No. | 6         |
| তারিখ / Date           | 4/12/2017 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |            |
|---------------|------------|
| স্থান / Place | IQAC ROOM. |
| সময় / Time   | 2:00 P.M.  |

|                                  |                                 |        |
|----------------------------------|---------------------------------|--------|
| ১। ১. Khaba 04/12/2017           | ৮। ৮. Khaba 04/12/2017          | ১০। 15 |
| ২। ২. Mantu Biswas 4/12/17       | ৯। ৯. Sampa Roy Boogchi 4/12/17 | ১১। 16 |
| ৩। ৩. Sipa Ganguly 04.12.17      | ১০। 10. Sipa 4/12/17            | ১২। 17 |
| ৪। ৪. Sameer K. Khaba 04/12/2017 | ১১। 11. Bidmi Saha 4/12/17      | ১৩। 18 |
| ৫। ৫. Anasua Chatterjee 4/12/17  | ১২। 12.                         | ১৪। 19 |
| ৬। ৬. Padhumita Bebnath 4/12/17  | ১৩। 13.                         | ১৫। 20 |
| ৭। ৭. Anali Unstaphi 04/12/17    | ১৪। 14.                         | ১৬। 21 |



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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/LKBC/Meeting-6/2017-18

Date: 23/11/2017

### NOTICE

#### IQAC-Meeting-3

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 04/12/2017 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. Proposal for Career counselling seminars and workshop for students.
2. Proposal for various infrastructural augmentation in the campus.
3. Submission of AQAR 2016-2017.
4. Continuing effort to open new UG course in Journalism from 2018-2019 session.

(DR. MANTU BISWAS)

Coordinator,  
IQAC,

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

(DR. KAUSTUBH LAHIRI)

Principal

Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4



**IQAC MEETING-3**  
**ACADEMIC SESSION-2017-2018**

DATE: 04/12/2017

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                                                           | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Proposal for Career counseling seminars and workshop for students.            | Resolved that IQAC, in collaboration with George School of Competitive Exams, will organize Career Counselling Programme on 11th December, 2017.                                                                                                                                                                                                                                                                                                                                           |
| 2. Proposal for various infrastructural augmentation in the campus.              | Following infrastructural augmentation recommended:<br>a) Resolved that new toilet for students be constructed with immediate effect.<br>b) Additional elevated passage needed to be constructed to get access to classrooms in library building during water logging.<br>c) Kitchen chimney will be installed in Students canteen.<br>d) Un-utilized room in the ground floor of the main building may be used as Girls common room with provision of new furniture with attached toilet. |
| 3. Submission of AQAR 2016-2017.                                                 | Resolved that AQAR 2016-2017 be finalized and submitted within stipulated time as per latest format. HoDs are requested to submit inputs pertaining to preparation of AQAR within 15 days from the date of the present meeting.                                                                                                                                                                                                                                                            |
| 4. Continuing effort to open new UG course in Journalism from 2018-2019 session. | Resolved that college will pray for approval of UG general course in Journalism and Mass Communication from 2018-2019 session.                                                                                                                                                                                                                                                                                                                                                             |

(DR. MANTU BISWAS)

Coordinator  
IQAC,Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

04/12/2017

Principal

Dr. Kanailal Bhattacharyya College  
Ramrajatola, Howrah-4

# মিটিং রেজল্যুশন বই

## MEETING RESOLUTION BOOK

|                        |            |
|------------------------|------------|
| মিটিং নং / Meeting No. | 7          |
| তারিখ / Date           | 16/12/2017 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |            |
|---------------|------------|
| স্থান / Place | 18Ae Room. |
| সময় / Time   | 2:00 P.M.  |

- |                                    |         |
|------------------------------------|---------|
| ১। 1. <i>Mantu Biswas</i> 16/12/17 | ৮। 8.   |
| ২। 2. <i>Mantu Biswas</i> 16/12/17 | ৯। 9.   |
| ৩। 3. <i>Kimod</i> 16/12/17        | ১০। 10. |
| ৪। 4. <i>From Manna</i> 16/12/17   | ১১। 11. |
| ৫। 5. <i>Apur</i> 16/12/17         | ১২। 12. |
| ৬। 6. <i>A. Sankar</i> 16/12/2017  | ১৩। 13. |
| ৭। 7.                              | ১৪। 14. |

- |         |
|---------|
| ১৫। 15. |
| ১৬। 16. |
| ১৭। 17. |
| ১৮। 18. |
| ১৯। 19. |
| ২০। 20. |
| ২১। 21. |



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## DR. KANAILAL BHATTACHARYYA COLLEGE

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P.O. SANTRAGACHI, HOWRAH - 711104

Ref. No. *18AC/KLBCE/Meeting-7/2017-18*

Date : *16/12/2017*

### NOTICE

#### IQAC-Alumni Meeting-1

A meeting of the IQAC with Student Alumni, Dr Kanailal Bhattacharyya College, will be held on 16/12/2017 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. Proposal for better toilet and purified drinking water facility in campus
2. Proposal for a separate Girls common room
3. Proposal for upgradation of central library
4. Proposal for more smart classrooms.
5. Proposal for upgradation of laboratory infrastructure.

*(Signature)*  
(DR. MANTU BISWASI)  
Coordinator,  
IQAC,  
Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

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

**IQAC-Alumni Meeting-1**  
**ACADEMIC SESSION-2017-2018**


DATE: 16/12/2017

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                                                       | RESOLUTION                                                                                                                                                                                                                                                           |
|------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Proposal for better toilet and purified drinking water facility in campus | Resolved that new toilet for students be constructed with immediate effect.                                                                                                                                                                                          |
| 2. Proposal for a separate Girls common room                                 | Un-utilized in the ground floor of main building may be used as Girls common room with provision of new furniture.                                                                                                                                                   |
| 3. Proposal for upgradation of central library                               | Resolved that<br>a) New books and journals will be purchased.<br>b) Separate internet facility to be provided to students for requisition of books.<br>c) Elevated passage will be constructed to get access to classrooms in library building during water logging. |
| 4. Proposal for more smart classrooms.                                       | Resolved that more smart class rooms with projection system will be made operational from the current academic session for ongoing U.G. Courses in Geography and Life Sciences to address the long-standing demand of students, teachers, and alumni.                |
| 5. Proposal for upgradation of laboratory infrastructure.                    | Laboratory equipment, specimens and chemicals to be purchased for Bio-Science departments and Geography. Additional room required in science block.                                                                                                                  |

  
 (DR. MANTU BINWAS)  
 Coordinator,  
 IQAC,  
 Dr. Karailal Bhattacharyya College  
 Saurangachi, Howrah-4

  
 Principal  
 Dr. Karailal Bhattacharyya College  
 Ramrajatala, Howrah-4



# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK

|                        |           |
|------------------------|-----------|
| মিটিং নং / Meeting No. | 8         |
| তারিখ / Date           | 8/02/2018 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |            |
|---------------|------------|
| স্থান / Place | IQAC ROOM. |
| সময় / Time   | 2:00 P.M.  |

|                                            |                                         |         |
|--------------------------------------------|-----------------------------------------|---------|
| ১। ১. <i>Mahab 8/02/2018</i>               | ৮। ৮. <i>Sutapa Mahabji 8/2/18</i>      | ১৫। 15. |
| ২। ২. <i>Mantu Biswas 8/2/18</i>           | ৯। ৯. <i>Jay 8/2/18</i>                 | ১৬। 16. |
| ৩। ৩. <i>Sipra Ganguly 08.2.18</i>         | ১০। 10. <i>Sufate Dhar 8/2/18</i>       | ১৭। 17. |
| ৪। ৪. <i>Somdeb Biswas 08/02/2018</i>      | ১১। 11. <i>Sampa Ray Bagechi 8/2/18</i> | ১৮। 18. |
| ৫। ৫. <i>Anasua Chatterjee 8.2.2018</i>    | ১২। 12. <i>Sr 8/2/18</i>                | ১৯। 19. |
| ৬। ৬. <i>Prinanka Mandal 8/2/18</i>        | ১৩। 13. <i>Bidun Chandra 8/2/18</i>     | ২০। 20. |
| ৭। ৭. <i>Surebhi Bhattacharyya 08/2/18</i> | ১৪। 14.                                 |         |



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Ref. No. *IQAC/KLBCE/Meeting-8/2018-18*

Date : *01/02/2018*

### NOTICE

#### IQAC-Faculty Interface Meeting-3

A meeting of the IQAC with Faculties, Dr Kanailal Bhattacharyya College, will be held on 08/02/2018 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. Management of new CBCS curriculum.
2. Proposal of seminar on International Women's 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-Faculty Interface Meeting-3  
ACADEMIC SESSION-2017-2018**

DATE: 08/02/2018

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                               | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Management of new CBCS curriculum.                | New CBCS curriculum is being operative in B.Com. programme. Faculties have reported poor attendance in the 1 <sup>st</sup> semester of the said program. So, it is resolved that 'Internal Evaluation' be introduced from the present semester. Attendance and progress of students will be monitored as per the new structure. Mechanism will be formulated to identify weak students and also suggest measures for improvement. |
| 2. Proposal of seminar on International Women's Day. | Resolved that The IQAC will organize a special seminar on the eve of International Women's Day. The proposed topic will be 'Women in Folk Literature' and 'Position of Women in the working field'. Renowned Emeritus Professor Dr. Barun Kumar Chakraborty and Dr. Ayantika Ghosh, Associate Professor, Ananda Mohan College, Kolkata will grace the occasion and deliver lecture on the topic stated above.                     |

  
 (DR. MANTU BISWAS)  
 Coordinator,  
 IQAC,  
 Dr. Kanailal Bhattacharyya College  
 Santragachi, Howrah-4

08/02/2018  
 Principal  
 Dr. Kanailal Bhattacharyya College,  
 Ramrajatala, Howrah-4

# মিটিং রেজল্যুশন বই

## MEETING RESOLUTION BOOK

|                        |          |
|------------------------|----------|
| মিটিং নং / Meeting No. | 9        |
| তারিখ / Date           | 9/2/2018 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |            |
|---------------|------------|
| স্থান / Place | IQAC ROOM. |
| সময় / Time   | 2:00 P.M.  |

|                                   |                                |         |
|-----------------------------------|--------------------------------|---------|
| ১। ১. K. B. Saha 09/2/2018        | ৮। ৮. Samra Ray Boogchi 9/2/18 | ১৫। 15. |
| ২। ২। Mantu Biswas 9/2/2018       | ৯। ৯. S. R. 9/2/18             | ১৬। 16. |
| ৩। ৩। Sibra Ganguly 09.2.18       | ১০। 10. Bidun Saha 9/2/18      | ১৭। 17. |
| ৪। ৪। Sameer K. Nandan 09/02/2018 | ১১। ১১. K. K. Saha 9/2/18      | ১৮। 18. |
| ৫। ৫। Anasua Chatterjee 9/2/18    | ১২। 12.                        | ১৯। 19. |
| ৬। ৬। Madhumita Akhath 09/2/18    | ১৩। 13.                        | ২০। 20. |
| ৭। ৭। Luvati Hnataphi 09/2/18     | ১৪। 14.                        | ২১। 21. |



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P.O. SANTRAGACHI, HOWRAH - 711104

Ref. No. IQAC/KLBCC/Meeting 9/2017-18

Date: 01/02/2018

### NOTICE

#### IQAC-Meeting-4

A meeting of the IQAC, Dr Kanailal Bhattacharyya College, will be held on 09/02/2018 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. Proposal for smart classroom from RUSA grant
2. Management of new CBCS curriculum.
3. Analysis of Feedback report
4. Proposal for seminars on gender-sensitization to celebrate International Women's Day.
5. Proposal for awareness program on e-submission of fees.

(DR. MANTU BISWAS)

Coordinator,  
IQAC,

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

(DR. KAUSTUBH LAHRI)

Principal

Dr. Kanailal Bhattacharyya College  
Ramrajatala, Howrah-4



**IQAC MEETING-4**  
**ACADEMIC SESSION-2017-2018**

DATE: 09/02/2018

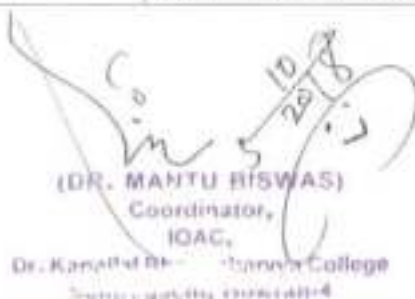
VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                          | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Proposal for smart classroom from RUSA grant | Resolved that four smart classrooms will be made operative by utilization from RUSA grant with the technical assistance from WEBEL for ongoing UG Hons. and General courses and for proposed PG program in Geography and UG course in Journalism and Mass Communication.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 2. Management of new CBCS curriculum.           | New CBCS curriculum is being operative in B.Com. programme. Faculties are requested to introduce 'Internal Evaluation' and monitor the attendance and progress of students as per the new structure, identify weak students and suggest measures for improvement.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 3. Analysis of Feedback report                  | <p>Feedback collected from the following stakeholders were analyzed:</p> <p>a) <b>Students feedback:</b> Students feedback was collected on a 5-point scale. Overall, 26%% student rated the college as 'Excellent' across all domains, 36.6%% rated 'Very good', 29% rated 'Good'. Student participants expressed concern on the following issues and wanted improvement of these domains in their feedback:</p> <ul style="list-style-type: none"> <li>○ Laboratory facility</li> <li>○ Internet facility</li> <li>○ Canteen service</li> <li>○ Toilet facility</li> </ul> <p>b) <b>Teacher's feedback:</b> Annual feedback report shows that 88% of the FTTs were satisfied with their departmental teaching plan and 82% participated in departmental meeting regularly. However, 47.1% said they are not satisfied with the books and journals in central library. Several suggestions were put forward by FTTs in their feedback, for e.g., augmentation of present laboratory infrastructure, requirement of extra-classrooms in commerce and science stream, library upgradation and better access to e-resources, subscription of new e-journals in library, introduction of faculty and student exchange programmes, increase in the numbers of ICT enabled smart classrooms etc.</p> <p>d) <b>Alumni feedback:</b> Alumni demanded better drinking water and toilet facilities, more full-time faculties across all departments and more smart classrooms with LCD projector.</p> <p>Members of IQAC have analyzed and given serious consideration to the feedback reports in pursuance of continuous improvement in the</p> |

## মিটিং রেজল্যুশন বহি

|                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                               |
|------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                          | 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.                                                                                                                                                                                                              |
| 4. Proposal for seminars on gender-sensitization to celebrate International Women's Day. | Resolved that The IQAC will organize a special seminar on the eve of International Women's Day. The proposed topic will be 'Women in Folk Literature' and 'Position of Women in the working field'. Renowned Emeritus Professor Dr. Barun Kumar Chakraborty and Dr. Ayantika Ghosh, Associate Professor, Ananda Mohan College, Kolkata will grace the occasion and deliver lecture on the topic stated above. |
| 5. Proposal for awareness program on e-submission of fees.                               | Resolved that an Awareness Programme On 'Net Banking and Online Deposition of Tuition Fees' will be organized for students in Collaboration with State Bank of India Regional Circle.                                                                                                                                                                                                                         |

  
 (DR. MANTU BISWAS)  
 Coordinator,  
 IQAC,  
 Dr. Kanailal Bhowmik College  
 Sonarpada, Howrah-4

  
 Principal  
 Dr. Kanailal Bhowmik College  
 Ramrajatala, Howrah-4

# মিটিং রেজল্যুশন বই

## MEETING RESOLUTION BOOK

|                        |           |
|------------------------|-----------|
| মিটিং নং / Meeting No. | 10        |
| তারিখ / Date           | 14/5/2018 |

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

|               |            |
|---------------|------------|
| স্থান / Place | 18AC ROOM. |
| সময় / Time   | 2:00 P.M.  |

- ১। ১. *Mohit* 14/05/2018  
২। ২. *Mantu Biswas* 14/5/18  
৩। ৩. *Sulanta Chetty* 14/5/18  
৪। ৪. *Sunday* 14/5/18  
৫। ৫. *Ramraj* 14/5/18  
৬। ৬. *Antu* 14/5/18  
৭। ৭. *A. Sarkar* 14/5/18

- ৮। ৮. *Lisa Bag.* 14.05.18  
৯। ৯. *Uttam Baidya* 14.05.18  
১০। ১০. *...* 14/5/18  
১১। ১১. *K. Ranjit* 14/5/18  
১২। ১২. *Anna Manu* 14/5/18  
১৩। ১৩.  
১৪। ১৪.

- ১৫। ১৫.  
১৬। ১৬.  
১৭। ১৭.  
১৮। ১৮.  
১৯। ১৯.  
২০। ২০.  
২১। ২১.



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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-10/2018-18*

Date: *14/5/2018*

### NOTICE

#### IQAC-Non-Teaching Staff Interface Meeting-2

A meeting of the IQAC with Non-teaching staff, Dr Kanailal Bhattacharyya College, will be held on 14/05/2018 at 2 pm in IQAC Room to discuss the following agenda.

#### Agenda:

1. Management of new CBCS curriculum
2. Training of office personal for management of CBCS.
3. Preparation of online admission system.

(DR. MANTU BISWAS)  
Coordinator,  
IQAC,

Dr. Kanailal Bhattacharyya College  
Santragachi, Howrah-4

(DR. KAUSTUBH LAHIRI)

Principal  
Dr. Kanailal Bhattacharyya College,  
Ramrajatala, Howrah-4



নং / No.

রেজল্যুশন / Resolution Adopted

**IQAC-Non-teaching staff Interface Meeting-2**  
**ACADEMIC SESSION-2017-2018**

DATE: 10/05/2018

VENUE: IQAC ROOM

TIME: 2 pm

| AGENDA                                                 | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|--------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Management of new CBCS curriculum                   | Resolved that in view of the CU notification No. CSR/3/18 dated 07/05/2018, the office need to prepare for the introduction of new CBCS (semester) system in B.A/B.Sc. from academic session 2018-2019. The notice included revised admission regulations for 3-year B.A./B.Sc. (Honours & General) course of studies, which is to be followed rigorously during the admission of students from next session. Necessary changes will be incorporated in the online admission system to accommodate the new semester system in UG level. The office staff should be acquainted with the new course structure of SEC and DSE courses as notified by CU. |
| 2. Training of office personal for management of CBCS. | Resolved that Sri Kinkar Ghosh will attend the workshop on CBCS curriculum to be organized by CU.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 3. Preparation of online admission system.             | Admission system will be made fully online from the next academic session 2018-2019. The online admission package will be procured and adequate training of the office personal will be arranged.                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

  
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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.<br><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><br><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.<br><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><br><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.<br>a) Department of Bengali organized seminar on 'Indo European Language Family and Bengali Language' on 22/08/2017.<br>b) Department of Commerce organized a seminar on 'Impact of Goods & Services Tax /GST Act 2017' on 09/09/2017.<br><i>'Resolved that Rs. 9000/- sanctioned to Department of Commerce to organize seminar on GST.'</i><br><b>(Excerpts of Governing Body meeting: Resolution no: 21, dated 29/08/2017)</b><br><i>'Resolved that Rs. 3000/- be allocated to each department to organize seminar in association with IQAC.'</i><br><b>(Excerpts of Governing Body meeting: Resolution no: 22, dated 29/08/2017)</b>                                      |

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|                                                                                                                               | 29/08/2017)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                                                                                                                               | c) Department of Political science organized a debate on 'Swadhinata Uttar Bhorate Nari Swadhinata: Arapita na Orjila' (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.<br><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><br>(Excerpts from Governing Body meeting: Resolution no: 4/11, dated 29/08/2017) |
| 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.<br>a) New toilet for students was constructed in campus.<br>b) Additional elevated passage was constructed to get access to classrooms in library building.<br>c) New Chair, tables, Kitchen chimney was installed in college canteen.                                                                                                                                                                                                                                                                                                                                                            |

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|                                                                                                                                                  | <p>'Resolved that necessary numbers of chairs, tables to be purchased for canteen.'</p> <p>(Excerpts of Governing Body meeting: Resolution no: 27, dated 29/08/2017)</p> <p>'Resolved that a kitchen chimney be bought for student's canteen.'</p> <p>(Excerpts of Governing Body meeting: Resolution no: 1/7, dated 17/03/2018)</p> <p>'Resolved that number of admissible toilets be constructed from V.U. fund. Necessary building plan be prepared by recognized LBS for this purpose'.</p> <p>(Excerpts from Governing body Meeting: Resolution No. 3/6. Dated 29/09/2017).</p> <p>'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'.</p> <p>(Excerpts from Governing body Meeting: Resolution No. 6/1/4. Dated 17/03/2018).</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>'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.'</p> <p>(Excerpts from Finance Committee: Resolution No. ¾ dated 16/01/2018).</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. Ayanika 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.<br>'Resolved that Renovation of Teachers' room and office will be done from V.U. fund'.<br>(Excerpts from Finance Committee meeting: Resolution no: 3/7, dated 16/01/18)                                                                                                                                                                                                                                                                                 |
| 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.<br>a) New room for Cash and Account section.<br>b) Expansion of existing Office and toilets.<br>c) Expansion of CCTV network to ensure security of the campus.<br>d) Installation of new biometric device.<br>'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'.<br>(Excerpts of Finance Committee meeting: Resolution no: 2,4,7,9, dated 16/01/2018) |
| 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 SFC and DSF 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.                                                                                                                                                                                                                                                                                                                                                                                     |

*Klb*  
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