



# Internal Quality Assurance Cell Krishnagar Women's College

Aurobindo Sarani, Krishnagar, Nadia

NAAC Accredited B<sup>+</sup>

Phone + Fax: (03472) 252355

Email: iqackwc1958@gmail.com

Ref

Dated:

## Minutes of IQAC No. 1 held on 13.08.2021

**Proceedings and resolutions of IQAC meeting held on 13.08.21 at 6.00 pm to 8.00 pm against Notice No. KWC-IQAC 01/2021-22 dated 10.08.2021 through google meet platform: <https://meet.google.com/buo-tsoh-xtu>**

Members present:

1. Principal, Dr. Natasa Dasgupta, Chairman
2. Smt. Bulu Modak Coordinator
3. Dr. Pintu Banerjee, Associate Professor, Krishnagar Govt. College
4. Dr. Sahanous Mallick, Asstt. Professor, Chakdah College
5. Dr. Maya Biswas (Sinha), Member
6. Smt. Baijayanti Ghosh, Member
7. Smt. Sreeparna Dutta, Member
8. Sri Nibhas Biswas, Member

### Proceedings and resolutions:

Chairperson, Dr. Natasa Dasgupta presided over the meeting.

Agenda 1. To read and confirm the resolutions of the 4<sup>th</sup> meeting No. KWC-IQAC- 04-02-2020-21 dt. 19.01.2021.

Resolutions 01: The resolution of the meeting held on 19.01.2021 confirmed with a note that the agenda of purchase of laptop has not been implemented yet.

Agenda 2 & 3: To initiate the best practices in the college for quality management.

Resolutions 02 & 3: It is decided that in this context of this agenda, the following initiatives were taken

- i) In the pandemic situation of COVID 19, it is decided to reconstruct the existing fee structure to provide financial support to the students.
- ii) Arrange a programme of student health checkup psychological counseling
- iii) Arrange a workshop on prohibition of child marriage
- iv) Create a free Wi-Fi zone for the students of the college.

Agenda 4: To consider the green campus programme in the college.

Resolution 04: It is resolved to approve the green campus programme in the college: a proposal was made to form a committee of four members to carry out the responsibilities. The proposed members are:

1. Nabanita De, Dept. of Chemistry, 2. Ipsita Pramanik, Dept. of Chemistry, 3. Arundhati Tarafder, Dept. of English, and 4. Pinki Hira, Dept of Geography.

Agenda 05: To consider Academic Audit, Administrative Audit and Academic Calendar for the academic session 2021-22

Resolution 5: It is resolved that Academic Calendar will be prepared by academic subcommittee and Academic Audit, Administrative Audit will be done at end of this session.

Agenda 6: To consider the status of the Mentor-Mentee system of the college.

Resolution 6: It is resolved to arrange teachers meet for proper introduction of Mentor Mentee system in the college.

Agenda 7: To consider the matter of organizing Webinar, Workshop and various certificate courses.

Resolution 7: It is resolved that the webinar and workshop would be arranged but before introducing the certificate course, details information need to be taken.

Agenda 8: To consider the best performance award for teaching and non-teaching staff of the college.

Resolution 8: It is resolved that the best performance award would be considered after deciding the parameters and procedures.

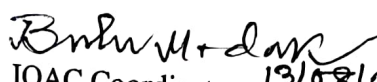
Agenda 09: Any other agenda with the of permission of Chair.

i) House raised the issues with the permission of the chair for renovation of Dipti Bose building and other rooms of college main building and repairing works of electrification of college library.

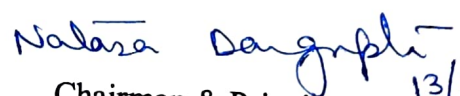
ii) To consider the matter of purchase of some computers and float tender-quotation there on and to arrange Annual Maintenance Contract for all working computers of the college.

Resolution 09: Both these agenda were approved unanimously.

Meeting ended with vote of thanks to and from the chair.

  
IQAC Coordinator 13/08/2021  
Bulu Modak

Co-ordinator  
IQAC  
Krishnagar Women's College

  
Chairman & Principal 13/8/21  
Dr. Natasa Dasgupta  
**Principal**  
Krishnagar Women's College



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Dated:

### Minutes of IQAC No. 2 held on 18.11.2021

Proceedings and resolutions of IQAC meeting held on 18.11.21 at 11.00 am to 1.00 pm against Notice No. KWC-IQAC 02/2021-22 dated 13.11.2021.

Members present:

1. Principal, Dr. Natasa Dasgupta, Chairman
2. Smt. Bulu Modak Coordinator
3. Dr. Pintu Banerjee, Associate Professor, Krishnagar Govt. College
4. Dr. Sahanous Mallick, Asstt. Professor, Chakdah College
5. Dr. Maya Biswas (Sinha), Member
6. Smt. Baijayanti Ghosh, Member
7. Dr. Arindam Sarkar, Member
8. Smt. Sreeparna Dutta, Member
9. Sri Nibhas Biswas, Member
10. Sri Akshay Biswas, Member

Proceedings and resolutions:

Chairperson, Dr. Natasa Dasgupta presided over the meeting.

Agenda 1. To read and confirm the resolutions of meeting No.KWC-IQAC-01/ 2021-22 dt. 13.08.2021

Resolutions 01: The proceedings and resolutions are read and confirmed unanimously.

Agenda:02: To Submission the AQAR of the year 2020-2021

Resolutions 02: It is decided that the AQAR will be prepared involving all teaching staff with the help of non-teaching staff. The work will be done by comprising a technical team. The whole matter will be discussed in T.C. meeting before execution.

Agenda :03: To introduce IQAC tab & upload the related resolutions in our College website.

Resolution 03: As regards IQAC tab there is no such tab present in college website. Immediately the website provider, Adini Infotech will be asked to create a tab for IQAC, where IQAC related matters including notices and resolutions will be uploaded.

Agenda 04: To arrange a Meet with our Alumni.

Resolution 04: It is resolved that at first regarding Alumni meeting and formation of Alumni Association senior two/three ex-students will be invited in the college for discussion by Smt. Mala Ghosh, Kaberi Indra and Smt. Sreeparna Dutta at an early date.

Agenda 05: Any other item with the of permission of Chair

Resolution 05: No other matter is discussed further.

Meeting ended with vote of thanks to the chair.

*Bulu Modak*

Coordinator

Bulu Modak

Co-ordinator

IQAC

Krishnagar Women's College

*Natasa Dasgupta 18/11/21*

Chairman & Principal

Dr. Natasa Dasgupta

**Principal**

**Krishnagar Women's College**



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### Minutes of IQAC No. 3 held on 19.04.2022

Proceedings and resolutions of IQAC meeting held on 19.04.2022 at 3.00 pm to 4.00 pm against Notice No. KWC-IQAC 03/2021-22 dated 12.04.2022.

Members present:

1. Principal, Dr. Natasa dasgupta, Chairman
2. Dr. Maya Biswas (Sinha), Coordinator
3. Smt. Kaberi Indra, Member
4. Dr. Suryendu Chakraborty, Member
5. Sri Sajal Biswas, Member
6. Smt. Sreeparna Dutta, Member
7. Smt. Saswati Das, Member
8. Smt. Kalpita nandi, Member
9. Sri Prodip Das, Member

### Proceedings and resolutions:

Chairperson, Dr. Natasa Dasgupta presided over the meeting.

Agenda 1. To read and confirm the resolutions of meeting No.KWC-IQAC-02/ 2021-22 dt. 13.11.2021

Resolutions 1: The proceedings of the meeting No.KWC-IQAC-02/ 2021-22 dt. 13.11.2021 held on 18.11.2021 were read and confirmed unanimously.

Agenda 2. To consider the matter of internal academic audit of all departments of the college from 2018-19, 2019-20 and 2020-21.

Resolution 2:

It was decided that internal academic audit of each department would be carried out by IQAC for the years 2018-19, 2019-20 and 2020-21. The three groups comprising two teachers in each group would check and verify the audit reports of the departments, the details given below:

Sl. No.	Group	Teacher Member	Department
1	I	Smt Bijali Bhattacharya, and Smt. Baijayanti Ghosh,	Bengali, Sanskrit, Philosophy, History
2	II	Smt. Anuradha Chattopadhyay and Sri Ashok Biswas	Physics, Chemistry, Mathematics, Geography
3	III	Smt. Kaberi Indra and Dr. Arindam Sarkar	English, Pol. Science , Economics

Dr. Natasa Dasgupta, Chairman, Dr. Maya Biswas (Sinha), Coordinator, Dr. Pintu Banerjee, External G.B. member of IQAC would countersign the final audit reports.

Agenda 3. Any other matters arising with the permission of the chair.

Resolution 3:

No other matter was discussed further.

Meeting ended with vote of thanks to the chair.

*mbiswas*

Coordinator

Dr. Maya Biswas (Sinha)

Co-ordinator

IQAC

Krishnagar Women's College

*Natasa Dasgupta*

Chairman & Principal

Dr. Natasa Dasgupta

Principal

Krishnagar Women's College



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Dated:

## Minutes of IQAC No. 4 held on 02.05.2022

**Proceedings and resolutions** of IQAC meeting held on 02.05.2022 in google meet (<https://meet.google.com/rit-vfvo-xtp?hs=224>) at 7.00 pm to 9.00 pm against Notice No. KWC-IQAC 04/ 2021-22 dated 25.04.2022.

Members present:

1. Principal, Dr. Natasa dasgupta, Chairperson
2. Dr. Maya Biswas (Sinha), Convenor
3. Smt. Kaberi Indra, Member
4. Dr. Suryendu Chakraborty, Member
5. Sri Sajal Biswas, Member
6. Smt. Sreeparna Dutta, Member
7. Smt. Saswati Das, Member
8. Smt. Kalpita Nandi, Member
9. Sri Prodip Das, Member

### Proceedings and resolutions:

Chairperson, Dr. Natasa Dasgupta presided over the meeting.

Agenda 1. To read and confirm the resolutions of meeting No.3/ 2021-22 dt. 12.04.2022

Resolutions 1: The proceedings of the meeting No.KWC-IQAC-03/ 2021-22 dt. 12.04.2022 held on 19.04.2022 were read and confirmed unanimously.

Agenda 2. Duty roster of AQAR preparation

Resolutions 2:

The matter of preparation of duty roster for making of AQAR from academic session 2016-17 to 2020-21 was discussed in the meeting and it was decided that all teachers, librarians and non-teaching staff would be requested to take up the work of preparing AQAR with immediate effect. It was also discussed that the modalities of preparation of AQAR would be discussed with all in T.C meeting to be held on 06.05.2022.

Agenda 3. Registration of IQAC.

**Resolution 3:**

As regards registration of IQAC on NAAC Portal the work would be taken up on 06.5.2022 by IQAC members.

Agenda 4. To discuss the matter of implementation of Add-on-certificate courses on (i) Women Studies & (ii) Geography of Tourism as proposal submitted by Smt. Jayashree Mandal, HOD, Department of Geography.

**Resolution 4:**

As regards the implementation of Add-on certificate course on Women Studies, it was decided that the students of our college and the students of colleges of MOU would participate in the courses and the programs would be conducted through online mode. The duration of two courses would be not less than 30 hours, comprising of 10 lectures of eminent speakers. After the end of each session the students would submit feedback form or the students would present papers and group discussions. Kaberi Indra, Associate Professor of History and Smt. Jayashree Mandal, Assistant Professor of Geography would be Course coordinators in two separate courses. The Women's Studies and Geography of Tourism courses would be conducted by IQAC and Geography Department respectively.

Agenda 5. To discuss the matter of PBAS submission for CAS of Dr. Sanjib Maji, Asst.Prof. in Physics, Sri Aniruddha Bagchi, Asst.Prof. in Sanskrit, Sri Prokash Chandra Mondal, Asst.Prof. in Bengali, Sri Apurba Pramanick, Asst.Prof. in Physics and Sri Prodip Das, Librarian (all are from Stage I to Stage II).

**Resolution 5:**

It is resolved that Dr. Sanjib Maji, Asst.Prof. in Physics, Sri Aniruddha Bagchi, Asst.Prof. in Sanskrit, Sri Prokash Chandra Mondal, Asst.Prof. in Bengali, Sri Apurba Pramanick, Asst.Prof. in Physics and Sri Prodip Das, Librarian (all are from Stage I to Stage II). would be asked to submit their PBAS for CAS immediately to the IQAC coordinator.

Agenda 6. Any other matters arising with the permission of the chair.

**Resolution 6:**

No other matter was discussed.

Meeting ended with vote of thanks to the chair.



Coordinator

Dr. Maya Biswas (Sinha)

Co-ordinator

IQAC

Krishnagar Women's College



Chairman & Principal

Dr. Natasa Dasgupta

Principal

Krishnagar Women's College