

Bijoy Krishna Girls' College, Howrah

A NAAC B++ Accredited, NCTE Approved College with CPE Status

5/3, M.G. Road, Howrah-711101, WB

MINUTES OF THE MEETING HELD ON 08.07.2016

Members present:

1. Dr. Ruma Bhattacharyya
2. Dr. Chaitali Choudhury
3. Soma Chandra
4. Dr Rituparna Basu
5. Radharani Rit
6. Ranjana Sarkar Ghosh
7. Kaushik Bandyopadhyay
8. Dr. Debjani Mitra
9. Dr. Rupak Bhattacharyya
10. Ranen Bhattacharyya
11. Dr. Papiya Ghosh
12. Tanusree Das
13. Dr.Somen De
14. Dr. Amit Majumder

1. To prepare AQAR for 2015-16 i.e upto 30th June, 2016. Allocation of writing the AQAR is to be done.
2. A meeting of AISHE was held on 01.07.2016 and job distribution was done.
3. Awards for Academic excellence are to be mentioned in AISHE.
4. Initial proposal for RUSA was sent on 04.07.2016.
5. Decision is to be taken regarding the appointment of Engineers to finalize the proposal for the construction of new buildings under RUSA in the Building Sub-Committee meeting.
6. Extension lecture to be done in all departments. One student seminar is mandatory in every department. One Journal is to be published from the science section and another from Humanities.

Chaitali Choudhury
Co-Ordinator
IQAC
Bijoy Krishna Girls' College
Howrah

Es
Principal / Secretary
Bijoy Krishna Girls' College
5/3, M. G. Road, Howrah-1

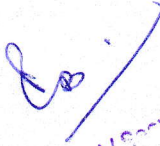
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7. A seminar on Gender is to be done in coordination to the Consortium on Gender and Society: Past, Present and Future. Date and schedule is to be fixed in November/December.
8. Complete and Full papers for the seminar on Environment are to be submitted by 15th August, 2016 for publication.
9. Publication from science faculty is urgently required.
10. Orientation Programme for new first year students is to be done on the following dates 14/07, 15/07 and 16/07/2016. Heads of respective departments are to be present in the Orientation Programme.
11. Departmental Orientation is to be done before 12/07/19
12. Full printed College magazine "Atmadipa" is to be done to provide the students with the same.
13. Numbers of class rooms allotted for different classes are to be given to the routine.
14. Different allied course sponsored by C. P.E are to be carried on side by side along with the main curriculum.
15. Individual teachers are to maintain their own lesson plans.
16. Faculty Development Programme:
 - (i) Self Appraisal copies are to be printed as last year
 - (ii) Orientation Programme and Refresher Courses are to be very carefully done by the teachers within the required time period
17. Every class room is to be provided with a lapel mike and soundbox.
18. Documentation is to be done for On Duty Leave.

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