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BIJOY KRISHNA GIRLS' COLLEGE, HOWRAH

A NCTE and NAAC accredited (B⁺⁺) College
5/3, MAHATMA GANDHI ROAD, HOWRAH - 711 101.

Ref. No

Date :

NOTICE

A meeting of newly formed IQAC will be held on 18.01.2024 at 3.00 p.m. All members are requested to attend the same.

Agenda : -

- 1) To discuss NAAC recommendation.
- 2) To discuss work done after 3rd cycle.
- 3) To discuss future proposal.
- 4) Miscellaneous.

18/01/2024
Principal/Secretary
Principal/Secretary
Bijoy Krishna Girls' College
5/3 M. G. Road, Howrah-1

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Ref. No

Date: 18/01/2024

Meeting No. **MINUTE BOOK** Meeting Time

Meeting Date Meeting Place

Members Present:

1. ~~Dr. Sankar~~ 18/1/24
2. ~~Dr. Sankar~~ 18/1/24
3. ~~Dr. Sankar~~ 18/1/2024
4. ~~Dr. Sankar~~ 18/1/2024
5. D. Kumar 18/1/2024
6. Rupanti Mukherjee 18.1.2024
7. Rupa Chatterjee 18/1/24.
8. Sarjit Anand 18/1/24.
9. Sweta Jha 18.1.24
10. Debjani Mitra 18/01/24.
11. Sneha Chatterjee 18-1-24
12. ~~Dr. Sankar~~ 18/01/24
13. P. S. 18-01-24
14. Somnath 18.01.24
15. ~~Dr. Sankar~~
16. Amit Majumdar 18/1/24

Minutes

- There was a presentation by the Principal
- External member Joydeb suggested changing
- * The way in which vision & mission is presented in the website.
 - * Ethics committee with 3 externals (one definitely from biological science) is required. & all research projects should pass through ethics committee.
 - * All students must log in e-in entry in service.

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MINUTE BOOK

* Those faculty who want to be research guides should apply to the CU through the Principal who will forward it

* NOU → # numbers should be increased

* Co. 3 → extension & outreach programmes should be from college. (NSS separate)

* 1) RFID should be done.

2) Digitized books / online books required. (old books in website)

3) Faculty publications (past & present) required

4) A separate collection on Howrah. Local history is very important. A room, sort of museum dedicated to Howrah history. How Indian knowledge system helps in it.

5) What college is giving to the locality outside of college. "Howrah Charcha" (best practice) once a month. → some person comes for a talk.

6) All faculty should enter N-list everyday. (Marks on usage)

* Journals — should at least be three — Science, Arts & Commerce

* BKGC publication → SACTs can write articles in these books. Number is what matters.

* Job fair → job offer should come through placement cell. only then data can be obtained

* University position holders in different pl. fields → it can be displayed in a gallery

Art Union, Kol-6

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* If any candidate who stood 1st / 2nd / 3rd in CSC ^{panel} chose BKGC, then that should be displayed. Best minds come to this college & students doing well outside of college → highlight.

* LMS portal should be updated → very crucial.

* One institution one databank - 2/3 persons managing databank.

* All events, ~~and~~ even upcoming should be uploaded immediately in website, Face Book & should be sent to MHRD through twitter handle.

[Signature]

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Date ...18.01.2024

Minutes of Meeting of IQAC held on 18.01.2024

Members present:

1. Dr. Ruma Bhattacharyya
2. Dr. Jaydeep Sarangi
3. Dr. Arindam Biswas
4. Sankar Kumar Sanyal
5. Dr. Sweta Guha
6. Ranen Bhattacharyya
7. Kaushik Bandyopadhyay
8. Rupkatha Mukherjee
9. Ranjana Sarkar Ghosh
10. Dr. Somen De
11. Dr. Debjani Mitra
12. Dr. Rupak Bhattacharyya
13. Dr. Sraboni Chatterjee
14. Papiya Bag Samanta
15. Sarajit Ankura
16. Dr. Debleena Kumar
17. Dr. Amit Majumdar

Minutes of previous meeting is read and confirmed.

Suggestions from external members:

1. To modify vision and mission
2. To form Ethics Committee under R&D Cell
3. To organize Job Fair through Placement Cell
4. To display University position holders
5. To form One Institution One Data Bank
6. To display digitized books/ online books and publications by Faculties

It has been resolved that

- Faculties should apply to different Universities through proper channel in order to be Research Guide
- Number of MoU should be increased
- Howrah Charcha Kendra will be established

Meeting ended with vote of thanks.



(DR. SWETA GUHA)
IQAC COORDINATOR



(DR. RUMA BHATTACHARYYA)
PRINCIPAL