

E-mail : bkgc_howrah@yahoo.com

Phone : 2641-2341
2641-4877

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 IQAC will be held on 22.11.2023 (Wednesday) at 1.00 p.m. All members are requested to attend the meeting.

Agenda :

- 1) Academic Affairs.
- 2) Preparation of AQAR.
- 3) Miscellaneous.

Shweta Jinka
Coordinator, IQAC

Co-Ordinator
IQAC
Bijoy Krishna Girls' College
Howrah

Shweta Jinka
Principal/Secretary

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

BIJOY KRISHNA GIRLS' COLLEGE, HOWRAH

A NCTE and NAAC accredited (B⁺⁺) College

5/3, MAHATMA GANDHI ROAD, HOWRAH - 711 101.

Ref. No

Date: 22/11/2023

Meeting No. **MINUTE BOOK** Meeting Time

Meeting Date Meeting Place

Members present:

- 1
- 2 Sweta Ghosh 22.11.23
- 3
- 4
- 5 Rupkanya Mukherjee 22-11-23
6. Saman DE 22-11-23
7. Parbati Julia Ghosal. 22.11.23.
8. Apollonia Chatterjee. 22/11/23
9. D. Kuren 22/11
10. Papiya Samanta (Bax) 22-11-23
11. Sraboni Chatterjee 22-11-23
12. Sanjit Das 22/11/23.
13. Ranjana Sarkar 22/11/23
14. Debjani Mitra 22/11/23
- 15 Amit Majumdar 22/11/23

Minutes

It has been resolved that:-

- All criteria members should sit with Dean of the respective criterion on the 29th Nov. 2023.
- Proposed ^{Timeline} - SSR to be submitted by May 2025.
- Only after registration of students, attendance register can be prepared and one register for one class to be done, not for every semester.
- Admission 2023 - total admission 1029 students Category wise admission already received. Result yet to get.
- DBT Star project - construction to be done. More classrooms to be constructed.
 - 1) 2 classrooms on top of G-building, that has already been passed in finance (from college fund)

BIJOY KRISHNA GIRLS' COLLEGE, HOWRAH

A NCTE and NAAC accredited (B⁺⁺) College

5/3, MAHATMA GANDHI ROAD, HOWRAH - 711 101.

Ref. No

Date: 22/11/2023

Meeting No. Meeting Time

Meeting Date Meeting Place

MINUTE BOOK

② (If from college fund it has to pass in GB. If from RUSA fund, then it can be done directly)

- Dr. Samhita Chandhury & Dr. Karabi Mitra was congratulated for securing the project
- Incubation Centre - Successful student entrepreneurs - Their story to be displayed. and these students should be present during NAAC visit. This should be under IIC. Capacity building by R&D, cartoon making (journalism + computer sc.), Google news (journalism)
- Personality development & communication skills (30 hours course) - Dr. Rupak Bhattacharyya & Rupali Karmakar
Tourism Course - Kaushik Bandyopadhyay & Dr. Debleena Kumar
- Animation - Sarajit Anura.
Kaushik Bandyopadhyay proposed hospitality management.
- The departments should start the certificate courses again. We will try to tag with Utkarsha Banerjee for third year.
- Admission drive - Two proposals
 - 1) To bring school students to our college & do lab classes (science subjects)
 - 2) Some of our teachers will go to schools to talk about our college.
 - 3) B.Ed teachers already go to schools & they can tell about our college.
- External Academic Audit in mid April 2024 (2022-23) (3rd week)

Art Union, Kol-6

BIJOY KRISHNA GIRLS' COLLEGE, HOWRAH

A NCTE and NAAC accredited (B⁺⁺) College

5/3, MAHATMA GANDHI ROAD, HOWRAH - 711 101.

Ref. No

Date: 22/11/2023

Meeting No.

MINUTE BOOK

Meeting Time

Meeting Date

Meeting Place

- Lab audit (external) - mid January 2024
- Bijoy Krishna Memorial lecture will be done on 6th Dec. 2023. (Dr. Duari)
- Social media championship
- Youth Parliament Competition to be organised by Ranjana Sarkar (Ghosh), Tanushree Chatterjee, Papiya Samanta (Baq) Souvik Das
- Book on lecture note - will be discussed in R&D meeting
- Newsletter - to be published in December 2023.
- AQAR - must be uploaded by Dec. 2023.
- Seminar reimbursement to be done.
- Alumni : During collection of result students will be required to pay Rs100/- to become alumni member. Alternately, per semester Rs50/- to be taken from students for ^{punarnava} student circle fund, at the end of 3 yrs. Rs300/- to be put in Alumni fund. Second proposal accepted. After passing out they can be requested to pay Rs100/- and become alumni member.
- We have to have a fixed day alumni day. - January second Saturday.
- Psychology counselling centre - Dr. Debleena Kumar & Dr. Sraboni Chatterjee.
- College Community Service - Ananta Halder, Jeetendra Das, Pratap Mondal
- Ice creamer - Sarbani Ghosh Ghosal, Kaushik Bandyopadhyay.

So:-

BIJOY KRISHNA GIRLS' COLLEGE, HOWRAH

A NCTE and NAAC accredited (B⁺⁺) College

5/3, MAHATMA GANDHI ROAD, HOWRAH – 711 101.

Ref. No

Date ...22.11.2023

Minutes of Meeting of IQAC held on 22.11.2023

Members present:

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

Minutes of the meeting:

- Dr. Samhita Chaudhuri and Dr. Karabi Mitra are congratulated for securing project
- No of students admitted in 2023 is 1029. Category wise list has been placed
- It has been proposed that SSR for NAAC 4th Cycle will be submitted by May, 2025

It has been resolved that

- ❖ The following courses will be introduced under the supervision of following teachers :
 - Course on Cartoon/Animation Making (Dept of Journalism & Computer Sc)
 - Course on Google News (Dept of Journalism)
 - Course on Personality Devpt & Communication Skill : Rupkatha Mukherjee & Dr.Rupak Bhattacharyya
 - Course on Tourism : Kaushik Bandopadhyay & Dr. Debleena Kumar
- ❖ Youth Parliament Competition will be conducted by
 - Tanusree Das
 - Ranjana Sarkar Ghosh
 - Souvik Das
 - Papiya Samanta Bag
- ❖ Psychological Counselling Centre in Charge : Dr.Sraboni Chatterjee & Dr.Debleena Kumar
- ❖ College Community Service in Charge : Ananta Haldar, Dr. Jitendra Das and Dr. Pratap Mondal
- ❖ Sarbani Guha Ghosal and Kaushik Bandyopadhyay will act as Convenor of ICC

BIJOY KRISHNA GIRLS' COLLEGE, HOWRAH

A NCTE and NAAC accredited (B⁺⁺) College

5/3, MAHATMA GANDHI ROAD, HOWRAH – 711 101.

Ref. No

Date ...22.11.2023

- ❖ Admission Drive will be conducted by Department of B.Ed
- ❖ Certificate Courses will be tagged with Utkarsha Bangla
- ❖ Academic and Administrative Audit by external team will be conducted in Mid April, 2024
- ❖ Lab Audit will be conducted in Mid January, 2024
- ❖ Bijoy Krishna Memorial Lecture will be organised on 6th December, 2023
- ❖ AQAR must be uploaded in December, 2023
- ❖ All departments must start certificate course as soon as possible
- ❖ For DBT Star Project, more classrooms will be constructed
- ❖ Meeting ended with vote of thanks.



(DR. SWETA GUHA)
IQAC COORDINATOR



(DR. RUMA BHATTACHARYYA)
PRINCIPAL