



# BARASAT COLLEGE

(Affiliated to West Bengal State University)

1, Kalyani Road, P.O. Nabapally, Phone-(033)2542-3656

P.S. Barasat, Kolkata-700126

Website:www.barasatcollege.ac.in

E-mail:barasatcollege72@yahoo.com

Date:30/09/21

## *Minutes of the Meeting*

### IQAC

Time: 3.00 Pm

Agenda: 1) Formation of New IQAC  
2) Miscellaneous

Minutes: After its formation, as per the notice dated 20/09/21, the 1<sup>st</sup> IQAC meeting was held at the meeting room of the college from 3.00 pm on 30/09/2021. Honorable Principal sir addressed the meeting, and Honorable administrator madam graced the meeting virtually. Dr. Prateeti Bhattacharya, Associate Professor, Department of Bengali has been selected as the new IQAC coordinator. Professor Ranjit Kr. Basu, the Ex IQAC-coordinator introduced the session by mentioning the functioning of IQAC. Dr. Samar Chattopadhyay, Principal of Barasat Government College, suggested the measures that could be taken to improve the IQAC function. Mr. Mukul Kr. Ghosh, Ex-employee, Bikash Bhaban, shared his experience regarding NAAC visit. Alumni member, Chayan Das graced the meeting by sharing his experience. Head clerk of the college, Mr. Biplab Sanyal his valuable opinion. Mr. Binay Kr. Das expressed views. Dr. Anadi Mohan Roy, Principal of Amdanga College, expressed his valuable thoughts.

The following resolution have been taken in the said meeting:

- (1) Dr. Prateeti Bhattacharya have been unanimously selected as the new IQAC coordinator.
- (2) Room No. 10 would be acquired as IQAC room for future functioning of IQAC. Hence, it has been decided to take measure to make Room No. 10 equipped with infrastructural facilities such as computers, printers, Ac, Scanner, and Almirah. A budget for the same to be allocated in consultation with the Finance committee and sent to the Honorable administrator madam.

Meeting ends with vote of thanks to the Chair.

*Dr. Parthapratim Dasgupta*  
30/09/21

Dr. Parthapratim Dasgupta  
M.A, M.Phil, Ph.D  
Principal  
Barasat College



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## IQAC

Action taken report for the meeting held on 30/09/21

<u>Discussion on the meeting</u>	<u>Action taken</u>
1) Formation of New IQAC	Dr. Prateeti Bhattacharya have been unanimously selected as the new IQAC coordinator. Further, it was resolved that submission of pending AQAR and SSR should be done as soon as possible.
2) Allocating a dedicated space for various works of IQAC	It was decided that Room No. 10 would be acquired as IQAC room for future functioning of IQAC.

*Prasanna*  
11/10/21  
Dr. Parikrapatim Dasgupta  
M.A, M.Phil, Ph.D  
Principal  
Barasat College

The following is the list of participants in the meeting:

Dr. Partha Pratim Dasgupta	Principal
S Chakraborty	
Dr. Samar Chattopadhyay	
Biplab Sanyal	
Chayan Das	
Dr. P. K Das	
Prof. T. K Dalui	
Ratna Roy	
Dr. Barnali Basu Banerjee	
Professor Ranjit Kr. Basu	
Aminul Islam	
Dr. Paramita Banerjee	
Mr. Mukul Kr. Ghosh	
Pranab Chowdhury	
Kallol Biswas	
Binay Kr. Das	
Mijarul Islam	
Dr. Prateeti Bhattacharya	
Dr. Anadi Mohan Roy	

24/9/21  
P. Dasgupta  
20/9/21  
Dr. Parthapratim Dasgupta  
M.A., M.Phil, Ph.D  
Principal  
Barasat College



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Date:26/10/21

## *Minutes of the Meeting (Virtual)*

### IQAC

Time: 8.00 Pm

Agenda:

- 1) Preparing list of requirements of the Proposed IQAC room being decided in the IQAC meeting dated 30/09/21.
- 2) Miscellaneous

Minutes:

As per the meeting following requisition list has been suggested for further proceedings for the proposed IQAC room.

- 1) Air Conditioner –2 Piece
- 2) Secretariat Table for 20 people –1 piece
- 3) Chairs
- 4) Computer Table –2 Piece
- 5) Desktops –2 Piece
- 6) Wifi enabled Scanner cum Printer –2 Piece
- 7) Laptops –2 Piece
- 8) Projector –1 Piece
- 9) White Board –1 Piece
- 10) Almirah –1 Piece
- 11) Cordless mike and accessories –2 Piece

*Parthapratim Dasgupta*  
26/10/21

**Dr. Parthapratim Dasgupta**  
M.A, M.Phil, Ph.D  
Principal  
Barasat College

The following is the list of participants in the meeting:

Dr. Partha Pratim Dasgupta	
Dr. Samar Chattopadhyay	
Biplab Sanyal	
Dr. P. K Das	
Prof. T. K Dalui	
Dr. Barnali Basu Banerjee	
Aminul Islam	
Dr. Paramita Banerjee	
Pranab Chowdhury	
Kallol Biswas	
Binay Kr. Das	
Mijarul Islam	
Dr. Prateeti Bhattacharya	

*Dasgupta*  
26/10/21  
Dr. Parthapratim Dasgupta  
.M.A, M.Phil, Ph.D  
Principal  
Barasat College



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## IQAC

### Action taken report for the meeting held on 26/10/21

<u>Discussion on the meeting</u>	<u>Action taken</u>
1) Preparing list of requirements of the Proposed IQAC room	A list of equipments such as furniture, computer, printer etc. was made to renovate room no 10 for smooth functioning of IQAC.
2) Submission of pending AQAR and SSR	Further, it was resolved that submission of pending AQAR and SSR should be done as soon as possible for the NAAC accreditation.

*Dasgupta*  
27/10/21  
Dr. Parinpratim Dasgupta  
M.A, M.Phil, Ph.D  
Principal  
Barasat College



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Date:01/03/22

## *Minutes of the Meeting (Virtual)*

### IQAC

Time: 8.00 Pm

Agenda:

- 1) Celebrating Woman's Day as a part of social outreach activity
- 2) Miscellaneous

Minutes:

It has been resolved in the meeting that, IQAC will celebrate Woman's Day on 8<sup>th</sup> March 2022 at 12.30 pm at the college auditorium of Barasat College. Further, it was decided that Dr. Prateeti Bhattacharya will be in charge of the invitation committee of the college for communicating with the distinguished guests. It was proposed that a renowned NGO named Naba Sopan would be requested to take part in the program by allowing their under privileged members to perform in the same. Moreover, it was resolved that a cultural program by the students of the college would also be arranged for the occasion. A budget is also to be formed by the Finance Committee for the possible expenditure of the program. Additionally, it was agreed in the meeting that a Thyroid check up camp would also be organized marking the day. Lastly, it was decided that IQAC will collaborate in organizing various cultural events of the college such as Basanta Utsav and Rabindra Jayanti in near future. The meeting ends with vote of thanks to the chair.

*Parthapratim Dasgupta*  
21/03/22

Dr. Parthapratim Dasgupta  
M.A, M.Phil, Ph.D  
Principal  
Barasat College



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## IQAC

### Action taken report for the meeting held on 01/03/22

<u>Discussion on the meeting</u>	<u>Action taken</u>
1) Celebrating Woman's Day as a part of social outreach activity	Woman's Day was celebrated on 8 <sup>th</sup> March 2022. Under privileged women members of the NGO named NABA SOPAN were felicitated. Students took part in the cultural event.
2) Celebrating important days	Important days such as Basanta Utsav and Rabindra Jayanti were celebrated in the college premises through active participation from students and Faculties.

  
3/3/22  
Dr. Paripratima Dasgupta  
M.A., M.Phil, Ph.D  
Principal  
Barasat College





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Date:20/05/22

## *Minutes of the Meeting*

### IQAC

Time: 2.00 Pm

Agenda:

- 1)
- 2) Miscellaneous

Minutes:

Respected Principal Sir inaugurates the meeting and addressed the honorable members. He then handed over the podium to the IQAC coordinator to discuss the agendas. After a fruitful discussion the following resolution have been taken in the said meeting:

- 1) Member praised the NAAC team for its excellent work and focused on the completion of pending AQAR and SSR as soon as possible.
- 2) Members pointed out that lack of documentation is the main reason and challenge for the delayed SSR submission.
- 3) Members have passed that academic calendar of 2021-22 in parity with WBSU and instructed to prepare the academic calendar of 2022-23 to Prof. P Bhadury and Prof. T Deb.
- 4) It has been resolved that the sanctioned budget consisting of publication and seminar, FEP and other academic programs to be forwarded to the Finance committee of the College for approval.
- 5) It has been resolved that orientation program for the new coming students would be organized in the advent of the new session. A code of conduct booklet would be published and distributed with the new prospectus.
- 6) An academic excellence award to be started for the final semester students in the occasion of Golden Jubilee celebration of the college.

Dr. Parthapratim Dasgupta  
M.A, M.Phil, Ph.D  
Principal  
Barasat College



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## IQAC

### Action taken report for the meeting held on 20/05/22

<u>Discussion on the meeting</u>	<u>Action taken</u>
1) Approving the academic structure of the session 2021-22	Academic calendar was prepared for the session 2021-22. A committee consisting of Dr. P Dasgupta, Dr. P. Bhattacharya and Dr. Anadi Mohan Roy, Principal, Amdanga College and Sri Biplab Sanyal is formed for carrying out academic audit for the session 2021-22. An academic budget had been prepared and sent to the Finance committee for consideration.
2) Document Collection for AQAR and SSR	A committee consisting of Prof. Palash Biswas, Dr. Rupak Karmakar, Prof. Kumkum Sengupata and Prof. Mousumi Chakraborty is formed for document collection for the preparation of pending AQAR and SSR.
3) Golden Jubilee celebration of the college	A committee consisting of of Dr. P Dasgupta, Dr. P. Bhattacharya, Dr. P Banerjee, Sri Biplab Sanyal and Sri. Kallol Biswas is formed for Golden Jubilee celebration of the college.

*P Dasgupta*  
23/5/22  
Dr. Parthapratim Dasgupta  
.M.A., M.Phil, Ph.D  
Principal  
Barasat College

- 7) A new career advance and placement cell to be set up for the benefit of the students consisting of the following members.
- A) Dr. S. K Srivastav
  - B) Dr. P. K Das.
  - C) Prof. P. Bhadury
  - D) Sri G. C Das
  - E) Sri Kallol Biswas
  - F) Smt. Srabani Ghosh
- 8) It has also been resolved that the Student Alumni Association registration to be done with immediate effect.
- 9) It has been noted by the IQAC that the promotion of the following teachers is pending, and the paperwork and the formalities should be started with immediate effect.
- A) Dr. Paramita Banerjee
  - B) Dr. Barnali Basu Banerjee
  - C) Prof. Tirthankar Dalui
  - D) Dr. Sucharita Bhattacharya
  - E) Dr. Arpita Chatterjee
- 10) It has been resolved that paper checking cell of CAS papers would be constructed consisting of the following member.
- A) Dr. Partha Pratim Dasgupta
  - B) Dr. Samar Chattopadhyay
  - C) Dr. Prateeti Bhattacharya
  - D) Sri Biplab Sanyal
- 11) It has been resolved that two laptops, curtains, HDML cord, white board, projector and sound system for IQAC room to be arranged for the pending NAAC work.
- 12) Principal sir Proposed that one IQAC meeting must be arranged in two months gap for the betterment of the college.
- 13) It has also been resolved that the auditorium of the college would be renovated, and maintenance work would start with immediate effect.

The meeting ends with vote of thanks to the chair.

  
Dr. Parthapratim Dasgupta  
M.A., M.Phil, Ph.D  
Principal  
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Date:16/09/22

## *Minutes of the Meeting* *IQAC*

Time: 2.00 Pm

Minutes:

Respected Principal inaugurated the meeting and addressed the Honorable members. Members have discussed the agenda in detail and the following decisions have been taken.

- 1) IQAC coordinator had reported that all the due AQAR submission have been completed and college is gearing up for SSR submission. But a few challenges are coming up as the full session is going on and lot of was pending. However, more cooperation from the authorities and faculties could let to the timely SSR submission.
- 2) It has been decided that the process of academic audit for the year 2021-22 would be started without further delay.
- 3) The Alumni Association registration paper be forwarded to the appropriate authority and the registration be completed as soon as possible.
- 4) Two FDP have been planned to execute. I) How to use automated library? A training would be given by two librarians. II) NTS digital skill development: A training would be given by Prof. Tamal Deb.
- 5) Implementation of full LMS system would be completed within a month and be operational for the current semester students.
- 6) Two new subjects are proposed to include in the Curriculum and the formalities are directed to initiate, I) BBA, II) Mass communication.
- 7) SSS for this year must be taken with no further delays and the departments are instructed to speed up the process.
- 8) CAS of Dr. Arpita Chatterjee be initiated and is forwarded to the paper checking cell for further advancement.

The meeting ends with vote of thanks to the chair.

*Dr. Parthapratim Dasgupta*  
16/9/22

**Dr. Parthapratim Dasgupta**  
M.A, M.Phil, Ph.D  
Principal  
Barasat College

The following is the list of participants in the meeting:

Dr. Partha Pratim Dasgupta	Principal
Biplab Sanyal	
Dr. P. K Das	
Dr. Barnali Basu Banerjee	
Dr. Paramita Banerjee	
Binay Kr. Das	
Dr. Prateeti Bhattacharya	
Dr. Mijarul Islam	
Sri Kallol Biswas	
Sri Pranab Chowdhury	

*Dr. Partha Pratim Dasgupta*  
16/9/22

Dr. Parthapratim Dasgupta  
M.A, M.Phil, Ph.D  
Principal  
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## IQAC

### Action taken report for the meeting held on 16/09/22

<u>Discussion on the meeting</u>	<u>Action taken</u>
1) Report of IQAC coordinator regarding SSR	IQAC coordinator had reported that all the due AQAR submission have been completed and college is gearing up for SSR submission.
2) Academic audit for the year 2021-22	All the formalities for completing academic audit for the year 2021-22 have been completed and sent to the Academic Audit Committee for assessment.
3) Alumni Association Registration	Alumni Association registration paper are prepared and forwarded to the appropriate authority for approval.
4) Planning and arrangement of few FDPs	A committee consisting of Principal sir, Dr. P. Bhattacharya, Dr. P Banerjee, Sri Biplab Sanyal, Prof. T Ghosh, Prof. Tamal Deb is formed to arrange few FDPs.
5) Implementation of full LMS	Tushar Infotech was given the charge for full LMS implementation after approval from Finance committee.
6) Proposal of initiation of new subjects.	Academic sub committee were instructed to prepare necessary paperwork and complete the formalities for inclusion of new subjects in the academic Curriculum.
7) Analysis of students satisfaction survey	A committee consisting of Principal sir, Dr. P. Bhattacharya, Dr. P Banerjee, Sri Biplab Sanyal, Prof. T Dalui, Dr. S Bhattacharya is formed to speed up the process for analysis of SSS.
8) CAS of Dr. Arpita Chatterjee	CAS of Dr. Arpita Chatterjee is initiated and forwarded to the paper checking cell for further advancement.

*Dr. Parthapratim Dasgupta*  
19/9/22

Dr. Parthapratim Dasgupta  
.M.A, M.Phil, Ph.D  
Principal  
Barasat College