

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	
তারিখ / Date	03.12.2019

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	IQAC Office
সময় / Time	1:00 pm.

- ১। 1. *[Signature]* 3/12/19
- ২। 2. *[Signature]* 3/12/19
- ৩। 3. *Tapas Mr. Sarkar* 3/12/19
- ৪। 4. *Shubh Mr. Janna*
- ৫। 5. *Rajesh Mukherjee*
- ৬। 6. *Mohammad Ali Khan* 03/12/19
- ৭। 7. *Ajit K. Dutta*

- ৮। 8. *[Signature]*
- ৯। 9. *[Signature]* 21/11/19
- ১০। 10. *Joyram Gura*
- ১১। 11. *Bankim Chatterjee*
- ১২। 12. *K. Das*
- ১৩। 13. *Prouse*
- ১৪। 14.

- ১৫। 15.
- ১৬। 16.
- ১৭। 17.
- ১৮। 18.
- ১৯। 19.
- ২০। 20.
- ২১। 21.

NOTICE

A meeting of the Internal Quality Assurance Cell of the college will be held on 3rd December, 2019 (Tuesday) at 1.00 p.m. in the office of the IQAC in the college. All honourable members of the IQAC are requested to attend the meeting.

Your co-operation & active participation is solicited.

[Signature] 26/11/19
Co-ordinator, IQAC.
Ramananda College
Bishnupur, Bankura
Co-ordinator, IQAC
Ramananda College
Bishnupur, Bankura



[Signature] 26/11/19
Principal
Ramananda College
Bishnupur, Bankura
Principal
Ramananda College,
Bishnupur, Bankura

Agenda.

1. Appeal by the President G.B.
2. Discussion on proposals by co-ordinator.
3. Review Report of AQAR, 2019.
4. Distribution of Responsibilities.
5. Plan of Action.
6. Misc

External Members (by letter):

1. Dr. Bhim Chandra Mondal, Principal, N.B.S. Mahavidyalaya, Bishnupur.
2. S.D.O., Bishnupur
3. B.D.O., Bishnupur.
4. Prof. Bani Brata Mitra,
5. Prof. Shyamal Santra,
6. Mr. Sunil Kumar Singh

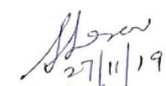
1. Dr. Ajit Kumar Dutta *[Signature]* 28.11.19
2. Dr. Kamala Das *K Das* 27/11/19
3. Dr. Uday Chand Das *U. D.*
4. Dr. Asish Kumar Mandal *[Signature]* 27/11/19
5. Dr. Swarup Kumar Jana *[Signature]* 28/11/19
6. Dr. Tapas Kumar Sarkar *[Signature]* 27/11/19
7. Dr. Rajesh Mukherjee
8. Dr. Mohammad Ali Khan *[Signature]* 28/11/19
9. Dr. Mrinal Kanti Dhank, (Invitee) *[Signature]* 29/11/19
10. Dr. Mrityunjoy Ghosh, (Invitee) *[Signature]* 29/11/19
11. Dr. Ajay Kumar Manna (Invitee) *[Signature]* 29/11/19
12. Mr. Parnab Chatterjee *[Signature]* 27/11/19
13. Mr. Bankim Chandra Chattopadhyay *[Signature]* 29/11/19
14. Mr. Joyarm Gorai *[Signature]*
15. Mr. Bidyanath Das, (Invitee) - *[Signature]* 27.11.19
16. Mr. Kushal Chakraborty

IQAC MEETING ON 03/12/2019

The meeting was presided by Dr. Swapna Ghorai, Principal & Chairperson, IQAC.

Resolutions:

1. It is resolved that all installed purifiers / chillers will be under the Annual Maintenance Scheme.
2. Fire extinguishers, CCTVs and 13 computers of the office, library and IQAC will be under Annual Maintenance Scheme.
3. The minutes of the Governing Body must reflect the resolutions regarding implementation of IQAC proposals.
4. A Budget committee has been formed to propose the Annual Budget of the college. The committee comprises of Principal (Chairperson), Bursar, Dr. Uday Chand Das, Dr. Tapas Kumar Sarkar (Convenor), Dr. Apu Manna and the Accountant of the college.
5. Remedial Coaching Classes will be conducted regularly and NAAC will be reported on the utility of these classes.
6. Following Governing Body resolution, one Engineer will be engaged to supervise civil / electric works of the college.
7. All current students have already created their e-mail account. There will be one workshop to make them aware of responding to official mails and dealing with study materials.
8. The college will install solar panels to save energy and make the campus eco-friendly.
9. Bio-metric Attendance will start from January, 2020.
10. Renovation work of Teachers' staff room and IQAC office will start soon.
11. Initiative will be taken to bring the whole campus of the college under Wi-Fi zone.
12. The co-ordinator reports that with the active help of all stakeholders four AQARs (1st May, 2015 to 30th April, 2016; 1st May, 2016 to 30th April, 2017; 1st May, 2017 to 30th April, 2018; 1st May, 2018 to 30th April, 2019) have been submitted.
 - a. As per direction of the NAAC our college is now eligible to submit IIQA.
 - b. It is resolved the preparation for SSR (3rd Cycle) should be started immediately. The SSR will contain information upto 30th April, 2020 for the session (2019 – 2020)
 - c. Data of five academic sessions (1st July, 2015 to 30th June, 2016; 1st July, 2016 to 30th June, 2017; 1st July, 2017 to 30th June, 2018; 1st July, 2018 to 30th June, 2019; 1st July, 2019 to 30th April, 2020) will be included in the SSR.
 - d. It is also decided that IIQA will be submitted within April, 2020.
13. The first draft of the SSR will be prepared within 31st January, 2020.
14. Following the resolution of the Building Committee it is resolved that the Ground Hostel Block II will be shifted to Ground Hostel Block I. The vacant rooms of Block I may be used as class rooms.
15. Mock visit / Internal Academic Audit will start from February, 2020.
16. For Browsing Centre in Botany (as per G.B. resolution) two computers will be purchased and one computer will be purchased for staff room.
17. One garden shredder and compost bin will be purchased to make the college campus eco-friendly.
18. To prevent wastage of water automatic pump controllers will be installed.
19. One Automatic Weather Station will be set up in Geography Department.
20. Fencing of Medicinal Plant Garden will be repaired with necessary renovation as per recommendation of the Eco Club. 10 red dustbins and 10 green dustbins will be purchased to make the compound eco-friendly. For garbage cleaning two trolley will be purchased.
21. Necessary instruments will be purchased for Central Instrumentation Facility Room.
22. College Diary will be printed for all teaching and non-teaching staff. It will include the code of conduct for teachers and non-teaching staff members.


27/11/19
Principal
Ramananda College,
Bishnupur, Bankura