



KHALISANI MAHAVIDYALAYA

AISHE CODE –C-44706

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Enlightenment through Education

Notice No. IQAC/2022-23/1

Date: 25.06.2022

This is for information of all concerned that a meeting of the IQAC will be held on 02.07.2022 at 1.30 p.m. in the chamber of the undersigned. All the members of the IQAC are hereby requested to make themselves available for the meeting.

Agendum:

Perspective plan for the session 2022-23.

Arghya Bandyopadhyay

Coordinator, IQAC

Khalisani Mahavidyalaya

Coordinator
IQAC

KHALISANI MAHAVIDYALAYA

Khalisani, Chandannagar

Hooghly, W.B., Pin:712138





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Meeting of IQAC is held today, 02.07.2022 at 1.30 p.m.

Agendum: Perspective plan for the session 2022-23.

Discussion:

The Coordinator welcomes all members in the meeting and conveys that the only agendum that is to be discussed today is of vast importance. The IQAC is going to focus on the third circle of NAAC assessment and evaluation. In this perspective the only objective of today's discussion will encompass such parameters that appears essential for NAAC evaluation. For that a short term perspective plan is to be documented in brief that will highlight our initiatives in near future covering all the seven criteria of NAAC SSR and AQAR. He seeks opinion from the members present in the meeting and invites suggestions from them. All the members unanimously pledges that the institution should proceed for NAAC evaluation within the two forthcoming academic sessions and plan should be drawn accordingly.

Some proposals are put forward by the members and on the basis of those proposals the following resolutions are drawn.

Resolution:

a)

In the field of curriculum delivery and teaching learning process, it is resolved that the Departments will continue with the mentoring process that has been restarted in the post lockdown period from the second part of 2021-22 session. This process of academic mentoring of the students is considered as an important metric of modern higher education and it should be continued in a documented way. The faculties of the Departments will be requested to take a brief note of their mentoring schedule for evidential proof.

b)

The IQAC also acknowledges and appraises the initiative that has been undertaken by some of the Departments in respect to the introduction of Add-On Courses as experimental start-ups as per decisions taken in the Teachers' Council meeting dated 24.05.2022. These courses are particularly devised for our recently passed out students to make them aware of the potential requirements for competitive examinations. The Departments have already created the brochures, syllabus and modules and classes for those add on courses have already started. But due to restricted response from the pass outs the courses are extended to the students of existing fourth semester. The IQAC requests the Departments to continue with the Add-On Courses and submit their observations. Further decisions on this issue will be contemplated based on those observations.





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c)

The Coordinator reveals with satisfaction that the construction work of the new Annex Building (Ma Sarada Bhawan) under financial assistance of RUSA 2.0 Challenge Level Funding is completed and the formal hand over of the building is awaiting from the executive agency, i.e. the PWD due to some minor alternations in the washroom. The first floor of this building is earmarked for ladies hostel following the lines of the NAAC Peer Team recommendations. She apprises that the administrative modalities to make the Ladies hostel functional has already been contemplated in the meeting of the Governing Body on 21.02.2022 and on the meeting of Teachers' Council the on 24.05.2022 . The Governing Body has resolved that necessary notification for the opening of the Ladies hostel will be made and a Hostel Committee will be constituted at its earliest.

The IQAC acknowledges and endorses the initiative of the Governing Body for the opening of the Ladies Hostel and requests the Teacher-in-Charge to take the following measures –

- i) To form a Hostel committee to monitor the implementation and functioning of the Girls' Hostel.
- ii) To make proper arrangements of furniture, utensils, LPG connection and all other necessary items, appointing cooks, attendants, sweepers and security guard (as top priority) through hostel committee.
- iii) To make a moral code of conduct for to be residents of the girls' hostel through hostel committee.
- iv) To appoint a Hostel-in-Charge after discussing the matter in the Governing Body.
- v) To notify the opening of the hostel when everything is prepared.

d)

The IQAC will take adequate steps to prepare all necessary documents that are required to submit the pending AQAR(s) and the SSR. For instances, all policy statements is to be documented and approved, records of events should be preserved with geo tagged photographs; etc. These activities will help the IQAC in the process of uploading the SSR.

e)

Further, it has been decided that necessary infrastructural augmentation in the form of inter-alia, modification of staff room, construction of boundary wall in the newly purchased land, creating a seminar room, installation of a gymnasium, upgradation of the solar lighting system, rain water harvesting etc. is to be initiated.





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f)

In the field of management and administration it has been decided that possibilities of expanding already existing mechanism of feedback to 360 degree will be explored and the feedbacks will be analyzed for addressing the problems mentioned therewith.

The IQAC is also considering of signing some Memorandum of Understanding with some institutions, preferably HEIs to meet modern academic demands. To create job awareness and to support job aspirations of the students, the IQAC will explore all fields to organize seminars and workshops on career counselling and job orientation. This ventures will enhance the support mechanism for the students.

Signature of the Members present.



1. *Atoley*
2. *Gjia*
3. *Achalesabarti*
4. *Debasish Das Sharma*
5. *Munshi*
6. *Rundan Kumar Das*
7. *Prosen Das*
8. *Anadi Nath Laha*
9. *Pradipta Pakira*





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Notice No. IQAC/2022-23/2

Date: 08.07.2022

This is for information of all concerned that a meeting of the IQAC will be held on 15.07.2022 at 2.30 p.m. in the chamber of the undersigned. All the members of the IQAC are hereby requested to make themselves available for the meeting.

Agendum:

Selection of the Coordinator of the IQAC.



Teacher-in-Charge





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A Meeting of IQAC is held today, 15.07.2022 at 2.30 p.m.

Agendum: Selection or Election of IQAC Coordinator

Prof. Ajanta Chakrabarti proposed the name of Prof. Jayati Bhattacharya Ghosh as the coordinator of the IQAC and Prof. Subrata Kumar Rana seconded the proposal.

Prof. Jayati Bhattacharya Ghosh is unanimously selected as the coordinator for the period 15.07.2022 to 30.09.2023.

Signature of the Members present. ↓

1. *Akoley*
2. *Gomb*
3. *Munty*
4. *Sebaslis Das Swarna*
5. *Rundan Kumar Das*
6. *Prosen Das*
7. *Anadi Nath Saha*
- 8.





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ACTION TAKEN REPORT OF IQAC MEETING DATED 15.07.2022

The agendum was a routine affair and the IQAC is functioning with Prof. Jayati Bhattacharya Ghosh as its Coordinator.

Coordinator, IQAC

Coordinator
IQAC
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Notice No. IQAC/2022-23/3

Date: 12.10.2022

This is for information of all concerned that a meeting of the IQAC will be held on 19.10.2022 at 2.30 p.m. in the chamber of the undersigned. Presence of all the members of the IQAC is extremely solicited.

Agendum:

Selection of the Coordinator of the IQAC.



Teacher-in-Charge





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Enlightenment through Education

Meeting of IQAC is held today 19.10.2022 at 2.30 p.m.

Agendum: Selection or Election of IQAC Coordinator

This meeting is convened due to resignation of the present coordinator accepted on 27.09.2022.

Prof. Debashis Das Sharma proposed the name of Dr. Arghya Bandyopadhyay as the coordinator of the IQAC of this college and Prof. Subrata Kumar Rana seconded the proposal.

Dr. Arghya Bandyopadhyay is unanimously selected as the IQAC coordinator on and from 19.10.2022.

Signature of the members present ↓

- 1) *Shukla*
- 2) *Bisui*
- 3) *Acharya*
- 4) *Jyoti Chatterjee*
- 5) *Debasish Das Sharma*
6. *Debprakash Das*
7. *Rundan Kumar Das*
8. *Musafi*
9. *Arghyadeep Roy*
10. *Prasun Das*
11. *Anadi Nath Saha*
12. *Pradipta Pakira*





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ACTION TAKEN REPORT OF IQAC MEETING DATED 19.10.2022

The agendum of the earlier IQAC meeting dated 19.10.2022 was a routine one where it was decided that Dr. Arghya Bandyopadhyay will take the responsibility of Coordinator of IQAC of Khalisani Mahavidyalaya. The resolution has been executed and Dr. Arghya Bandyopadhyay is presently acting as the IQAC Coordinator.

Coordinator, IQAC

*Coordinator
IQAC*

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Notice No. IQAC/2022-23/4

Date: 02.11.22

This is for information of all concerned that a meeting of the IQAC will be held on 09.11.2022 at 2.00 p.m. in the chamber of the undersigned. All the members are requested to be present in the meeting.

Agenda:

- 1 Roadmap of IQAC- member's thoughtful view and pragmatic suggestion on this.
2. Discussion on the placement promotion of the teachers

Coordinator, IQAC

*Coordinator
IQAC*

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A meeting of the Internal Quality assurance Cell is held today, the 9th of November, to discuss the following agenda.

The Chairperson of IQAC takes the chair.

The Chairperson and the Coordinator of IQAC welcome three new teacher members – Dr. Arghyadip Roy, Dr. Sanjib Kumar Bhar and Dr. Debjyoti Das in the forum.

Agenda-1

Roadmap of IQAC- member's thoughtful view and pragmatic suggestion on this.

Discussion

All the members present in the meeting unanimously convey their positive intent to prepare for NAAC evaluation at its earliest as the accreditation period is already over. After a threadbare discussion the following decisions are taken. It has been decided that the AQAR of the year 2017-18 and 2018-19 that has already been completed will be uploaded in the NAAC portal. Further, it is also taken into consideration that a series of events will be undertaken under the aegis of IQAC to foster the engagement and participation of the students to recreate the bonhomie within the campus in the post pandemic epoch by means of organizing Cultural Competition and celebrating students' week with various cultural, outreach and academic activities. It has also been decided that IQAC will conduct an extensive audit encompassing infrastructure, academic and financial activities and resources to estimate the institution's preparation for the introduction of FYUGP which is apparently an obvious possibility.

Resolution

The following resolutions are taken-

- 1) The process of completing, validating and uploading the pending AQAR will be in execution so that we can consider for submitting the IIQA as early as possible.
- 2) The IQAC will endeavor to organize some students oriented programs to reestablish the bonhomie within the campus in the post pandemic era.
- 3) An extensive audit mechanism will be undertaken by the IQAC so that we can have a survey of our infrastructure as preparation of the Four Year Under Graduate Program under NEP 2020.

Agenda – 2

Discussion on placement and promotion of teachers.

Discussion:

The coordinator apprises the members that preparation of documents relating to Performance Based Appraisal Reports under CAS of the following teachers is in process. He requests the IQAC members to communicate with the teachers so that the process can be expedited.





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Name	Designation	Promotion Due
Prof. Jyotsna Bhattacharya Mallick	Assistant Professor, Stage III in Bengali	Stage III to Stage IV
Prof. Subrata Kumar Rana	Assistant Professor, Stage III in English	Stage III to Stage IV
Prof. Priyaranjan Sarkar	Assistant Professor, Stage III in History	Stage III to Stage IV
Prof. Jayati Bhattacharya Ghosh	Assistant Professor, Stage II in Economics	Stage II to Stage III
Prof. Monalisa Mustafi	Assistant Professor, Stage II in Political Science	Stage II to Stage III
Prof. Madhabi Aich Sarkar	Assistant Professor, Stage I in Zoology	Stage I to Stage II
Prof. Abhijit Mitra	Assistant Professor, Stage I in Commerce	Stage I to Stage II
Prof. Dipankar Barman	Assistant Professor, Stage I in Philosophy	Stage I to Stage II
Dr. Kundan Kumar Das	Assistant Professor, Stage I in Geography	Stage I to Stage II
Dr. Suwendu Roy	Assistant Professor, Stage I in Geography	Stage I to Stage II

Resolution:

It has been resolved that IQAC will undertake all necessary steps so that the process of completing all necessary documents under CAS is completed as early as possible.

The meeting ends with vote of thanks to the chair.

Signature of the members present



- 1) *A. Roy*
- 2) *Chakraborty*
- 3) *Acharya*
- 4) *Jyotsna Bhattacharya*
- 5) *Monalisa Mustafi*
6. *Madhabi Aich Sarkar*
7. *Kundan Kumar Das*
8. *Mustafi*
9. *Suwendu Roy*
10. *Abhijit Mitra*
11. *Dipankar Barman*





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ACTION TAKEN REPORT OF IQAC MEETING DATED 09.11.2022

Agenda – 1

- 1) The process of documenting and data fill-up of the AQAR(s) of 2017-18, 2018-19 is already completed while that of 2019-20, 2020-21 and 2021-22 is in full swing.
- 2) Cultural activities like organizing cultural competitions, Students' week celebration through multi-faceted activities have already been executed. Moreover thoughts are on for organizing an innovative type of carnival inside the Campus but incorporating stakeholder from within and outside the campus.
- 3) The project of internal survey to analyze the institutional preparedness for FYUGP is underway but can be completed only after the publication of final semester results in 2023.

Agenda – 2

The official activities in relation to Career Advancement Scheme of ten teachers of the college is under process. It will be completed after fulfilling all modalities in interaction with the Director of Public Instructions, Government of West Bengal and the affiliating University.



Coordinator, IQAC

Coordinator
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Notice No. IQAC/2022-23/5

Date: 10.01.2023

This is for information of all concerned that a meeting of the IQAC will be held on 17.01.2023 at 1.00 p.m. in the chamber of the Teacher-in-Charge. All the members are requested to be present in the meeting.

Agenda:

1. Submission of AQAR in the NAAC Portal
2. The Preparation of the AQAR(s) of 2019-20, 2020-21, and 2021-22
3. The proposal of holding an "Anandamela" on 01.02.2023 at our College Campus.



Coordinator, IQAC





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A meeting of the Internal Quality assurance Cell is held today, the 17th of January, 2023, to discuss the following agenda.

The Chairperson of IQAC takes the chair.

Agenda-1

Submission of AQAR in the NAAC Portal

Discussion

Coordinator Dr. Arghya Bandyopadhyay gladly reports that the Annual Quality Assurance Reports for the year 2017-18 and 2018-19 is uploaded in the NAAC portal after obtaining approval from the Governing Body. He thanks the IQAC members for accomplishing the process of uploading the AQAR(s). He also mentions that formal response for AQAR 2017-18 has already appeared in the NAAC portal asking for correction within 15 days. He requests the concerned members to execute a cross check of the same.

Resolution:

The IQAC acknowledge and approve the successful completion of the process of uploading the Annual Quality Assurance Reports for the year 2017-18 and 2018-19 is uploaded in the NAAC portal. It is also resolved that the accepted AQAR of 2017-18 will be cross checked.

Agenda – 2

The Preparation of the AQAR(s) of 2019-20, 2020-21, and 2021-22

Discussion:

The Coordinator iterates that in pursuance with the decision taken in the earlier meeting of IQAC dated 09.11.2022, the AQAR(s) of 2019-20, 2020-21 and 2021-22 is on verge of completion. The process of uploading will be finalized soon after obtaining approval from the GB.

Resolution:

It has been resolved that the Annual Quality Assurance Reports of 2019-20, 2020-21 and 2021-22 will be finalized and uploaded at its earliest.

Agenda – 3

The proposal of holding an “Anandamela ” – a heritage and culture fete at our College Campus.

Discussion:

Coordinator Dr. Arghya Bandyopadhyay expresses his opinion that as an aftermath of pandemic induced lockdown the vibrancy within the college campus is somewhat missing and an initiative is to be taken to reestablish jubilant atmosphere of the pre-pandemic era. Dr. Bandyopadhyay states that due to the pandemic we can-not celebrate Golden Jubilee and this carnival can be organized as a part of belated 50 years celebration of the College. He shares his idea of organizing a fete like celebration christened as *Ananadamela* where multifaceted programs depicting the diverse cultural traits of Bengal can be displayed or performed. The one day celebration may include inter alia, sit and draw competition for college students, live cultural programs and performances like vocals, instrumentals and folk dances, food fair, flower shows and arrangements of stalls where current students, relatives of students, ex-students or any other stakeholders of the college can display and





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sale their handicrafts and other relevant products. The Coordinator expresses his assumption that by organizing *Anandamela*, the college can generate the enthusiasm among the students in curricular, co-curricular and extra-curricular activities.

The members present cheerfully accept this innovative proposal of the Coordinator and suggest that a committee for organizing the program should be constituted by the IQAC.

Resolution:

It has been resolved that a one day carnival in the name of *Anandamela* will be organized inside the College campus to display the diverse culture of Bengal by means of performance by various stakeholders including students, ex-students, staff and family members of various stakeholders. This program will be a part of Golden Jubilee Celebration in the College which will include inter-alia, sit and draw competition for college students, live cultural programs and performances like vocals, instrumentals and folk dances, cuisine and food fair, flower shows and arrangements of stalls where current students, relatives of students, ex-students or any other stakeholders of the college can display and sale their handicrafts and other relevant products.

To execute the program a committee is formed in the IQAC with the following members –

Sl. No.	Name	Representation from
1.	Prof. Ajanta Chakrabarti	Teacher Member
2.	Prof. Monalisa Mustafi	Teacher Member
3.	Sri Srikanta Das	Non-Teaching member
4.	Smt. Kalpana Ghosh	Non-Teaching member
5.	Sri Muktarom Hembram	Non-Teaching member
6.	Sri Prosun Das	Non-Teaching member
7.	Sri Surajit Shee	Non-Teaching member
8.	Sri Uttam Das	Non-Teaching member
9.	Sri Sandip Santra	Non-Teaching member
10.	Sri Ananta Roy	Non-Teaching member

It is also resolved that some members will be included from State Aided College Teachers in due time.

The meeting ends with vote of thanks to the chair.

Signature of the members present ↓

- (1) *A. Chakrabarti*
- (2) *B. Mustafi*
- (3) *A. Chakrabarti*
- (4) *Jayabhattacharya*
- (5) *D. Sankar Das Sharma*
- (6) *B. Ghosh Das*
- (7) *R. Kumar Das*

8. *M. Mustafi*
9. *J. Ghosh Das*
10. *A. Das Das*
11. *P. Das*





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ACTION TAKEN REPORT OF IQAC MEETING DATED 17.01.2023

Agenda – 1

Both the AQAR(s) of 2017-18 and 2018-19 that are uploaded in the NAAC Portal are cross checked

Agenda – 2

The necessary procedure for completing the AQAR(s) of the academic year 2019-20, 2020-21 and 2021-22 is almost done; Last moment cross checking is going on.

Agenda-3

The unique proposal of organizing Anandamela is a reality now as the College campus has witnessed something novel on 03.02.2022. Anandamela is executed with great enthusiasm and pomp.

Coordinator, IQAC

*Coordinator
IQAC*

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Notice No.IQAC/2022-23/6

Date: 29.03.2023

This is for information of all concerned that a meeting of the IQAC will be held on 05.04.2023 at 2.00 p.m. in the meeting room of the Teacher-in-Charge. The presence of the members of the IQAC is extremely solicited.

Agenda:

1. Discussion on the accepted AQAR(s) of 2017-18, 2018-19 and 2019-20 in the NAAC portal.
2. Discussion on the pending AQAR(s) of 2020-21 and 2021-22 to be submitted on the NAAC portal.
3. Discussion on the placement and promotion of 10 teachers who have already submitted letters dated 24.03.2023 individually to initiate their CAS related matters.
4. Discussion on the scope of implementation of Add-On Courses to be conducted by different organizations in our institution.
5. Discussion on the scope of creating/ signing Memorandum of Understanding with other colleges of this University.
6. Miscellaneous

Coordinator, IQAC

Coordinator
IQAC

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A meeting of the Internal Quality assurance Cell is held today, the 5th of April, to discuss the following agenda.

The Chairperson of IQAC takes the chair.

Agenda-1

Discussion on the accepted AQAR(s) of 2017-18, 2018-19 and 2019-20 in the NAAC portal.

Discussion

The Coordinator informs that some minor errors are noted in the AQAR(s) that have been submitted in the NAAC portal and these mistakes have to be addressed.

Resolution

It has been resolved that the IQAC will communicate with NAAC for rectification of some errors noted in the AQAR(s) of the year(s) 2017-18, 2018-19 and 2019-20. The Chairperson of the IQAC is requested to issue disclaimers for rectification of errors as and whenever necessary.

Agenda-2

Discussion on the pending AQAR(s) of 2020-21 and 2021-22 to be submitted on the NAAC portal.

Discussion

The Coordinator submits the status report of the pending AQAR(s) of 2020-21 and 2021-22 which are yet to be submitted in spite of repeated attempts. The AQAR of 2020-21 is almost complete barring some minor input of Criteria -7. The concerned member informs that the data input will be completed soon. The same is applicable for the AQAR of 2021-22 where the data input is almost complete.

Resolution

It has been resolved that the process of uploading the AQAR(s) of 2020-21 and 2021-22 will be uploaded without any more delay. Subsequently applying for IQA and initiating the draft of SSR will be considered thereafter.

Agenda-3

Discussion on the placement and promotion of 10 teachers who have already submitted letters dated 24.03.2023 individually to initiate their CAS related matters.

Discussion:

It is informed that process related to Career Advancement Scheme of the following teachers is officially on the move. Communications have been made with the office of the Hon'ble D.P.I and the University of Burdwan for formation of the Screening/ Selection committees.

Name	Designation	Promotion Due
Prof. Jyotsna Bhattacharya Mallick	Assistant Professor, Stage III in Bengali	Stage III to Stage IV
Prof. Subrata Kumar Rana	Assistant Professor, Stage III in English	Stage III to Stage IV
Prof. Priyaranjan Sarkar	Assistant Professor, Stage III in History	Stage III to Stage IV
Prof. Jayati Bhattacharya Ghosh	Assistant Professor, Stage II in Economics	Stage II to Stage III





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Prof. Monalisa Mustafi	Assistant Professor, Stage II in Political Science	Stage II to Stage III
Prof. Madhabi Aich Sarkar	Assistant Professor, Stage I in Zoology	Stage I to Stage II
Prof. Abhijit Mitra	Assistant Professor, Stage I in Commerce	Stage I to Stage II
Prof. Dipankar Barman	Assistant Professor, Stage I in Philosophy	Stage I to Stage II
Dr. Kundan Kumar Das	Assistant Professor, Stage I in Geography	Stage I to Stage II
Dr. Suwendu Roy	Assistant Professor, Stage I in Geography	Stage I to Stage II

Resolution

It is resolved that the above mentioned teachers will be intimated about the administrative development and they will be requested to complete all modalities and to prepare themselves for their respective Selection/ Screening Committee meeting as per existing guidelines.

Agenda-4

Discussion on the scope of implementation of Add-On Courses to be conducted by different organizations in our institution.

Discussion

The Coordinator narrates briefly the requirement of introduction of some Add-On Courses to elevate the academic scope and progression of the students inside the Campus. The primary goal of higher education, particularly in general streams, has suffered a setback in recent times. Jobs in the academic sector have dried up in West Bengal, administrative jobs in PSUs are getting limited day by day due to various reasons including the pandemic. To deal with this emerging crisis, the College can think of devising a project christened as *Prastuti* to instill among our students a sense of awareness and urgency to meet up the demands and competitiveness of the job market. A graduate degree enables a student to appear in job oriented examinations that includes inter alia, UPSC and PSC Civil Services, Railway Recruitment Board, Bank Probationary Officers, LIC and other examinations of equal nature. It will be unjust to claim that the college can provide a comprehensive and extensive preparatory model due to the constraints of time and human resources. The initial objective of this project will be to make the students acquainted with the initial and basic parameters of the requirements of the aforesaid examinations. The add-on courses will comprise 1) Developing Bengali writing skills, 2) Developing English writing skills and grammar, 3) Indian History, 4) Indian Freedom Movement, 5) Indian Geography, 6) Indian Polity, 7) Basic characters of Indian Economy and Five years Plan, 8) Elementary Mathematics, 9) Physics, 10) Chemistry 11) General Biology, 12) Test of Reasoning, 13) Quantitative Aptitude, 14) Child Pedagogy and Education Commissions and Schemes. After narrating the aims and objectives as well as the method of executing the Add On Courses, the Coordinator seeks the opinion of the members. All the members present in the meeting accept this innovative proposal and thank the Coordinator.

Resolution

It has been resolved that the College will initiate the proposed job oriented free –of-cost Add-on Courses as an experimental start up in the current academic session, preferably during the ensuing summer recess. These courses will be conducted by faculty member of the institution. It is also resolved that the students who have passed their final examinations between the years 2020-2022 are made eligible for registering in the Add-on Courses. Some teachers will be assigned with the





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responsibility to execute the Add-on Courses in a suitable time. It has been also resolved that the set of Add-on courses will be sustained in the next academic session of 2023-24. Moreover, the IQAC will consider introducing a few program based Add-on Courses to facilitate the current students in the college, for instance courses on Journalism and Spoken English, Heritage Management, etc.

Agenda-5

Discussion on the scope of creating/ signing Memorandum of Understanding with other colleges of this University.

Discussion

Almost all the higher educational institutions are finding it difficult to manage the academic needs in the vastly expanded CBCS curriculum. In this perspective it is the need of the hour to implement Faculty Exchange Programs with colleges in the neighbourhood so that subject based expertise can be utilized to the optimum. And to implement this FEP, Memorandum of Understanding has to be signed with HEI of the vicinity, for instance Chandernagore Government College or Hooghly Women's College or SGB College. The Coordinator asks the members to give their opinion regarding the viability as well as sustainability of such MOUs. The members agree that this venture should also be implemented as pilot project and the efficacy will be contemplated.

Resolution

The Chairperson is requested to explore all options for signing MOUs with the HEIs preferably within the district so that we can provide the students with better curriculum delivery by interchanging expert faculties of various departments.

Agenda-6: Miscellaneous

Discussion

The following proposals are put forward by some members

A student-teacher collaborative departmental publication to commemorate the 75th year of independence of our beloved motherland. This publication may comprise various aspects and achievements of Indian Culture, Science, Heritage and alike.

Free hands on training program on Tally for the students of Commerce in Final Semester may be introduced to augment their skill.

Installation of a few more water purifiers and coolers inside the campus is one such suggestion.

Existing alternative energy generation system through solar panel and the set-up of rain water harvesting should have to be renovated with increase in capacity and effectivity in mind.

A members proposes for installation of sanitary napkin vending machine and disposal machine inside the campus. The management can explore to procure CSR Fund for this purpose.

Resolution

All the above proposals are considered as vital requisite for our institution and the Chairperson is requested to fast track the proposals.

The meeting ends with vote of thanks to the chair.

Signature of the members present ↴

(1) A. Suresh

(2) G. Jey

(3) Subashis Das Sharma

(4) Jayashree Das

(5) A. K. Saha

6. Rindan Kumar Das

7. M. S. Saha

8. S. S. Saha

9. S. S. Saha

10. P. S. Saha

(11) Anjali Das





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ACTION TAKEN REPORT OF IQAC MEETING DATED 05.04.2023

Agenda – 1

Communication with NAAC for correction of errors in the submitted AQAR(s) of 2017-18, 2018-19 and 2019-20 and issuing of disclaimers is yet to be executed.

Agenda – 2

The AQAR(s) of 2020-21 and 2021-22 have already been uploaded/ submitted to the NAAC portal.

Agenda-3

Communication with the office of the Hon'ble D.P.I and with that of Inspector of Colleges, the University is underway and the date of Screening Committee meeting for CAS of Assistant Professors and Selection Committee for CAS of Associate Professor is to be fixed.

Agenda-4

The College is able to organize 12 Add-On courses for the pass out students of 2020-22 instead of 14 courses as proposed in the earlier meeting.

Agenda -5

MOU for implementing Faculty Exchange in various Departments is signed with Hooghly Women's College. Efforts are on to execute a few more such programs with other institution.

Agenda -6

These are additional proposals that have been placed in the earlier meeting. Free hands on training on Tally for the Commerce students is being executed after signing MOU with Tally Institute of Learning (Roy's Infotech) and Basic Computer Training to students are provided by the students after signing MOU with ICA Edu Skills, Chandannagar.

Coordirator, IQAC

Coordinator
IQAC

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Notice No. IQAC/2022-23/7

Date:17.05.23

This is for information of all concerned that a meeting of the IQAC will be held on 24.05.2023 at 2.00 p.m. in the meeting room of the Principal. All the members are requested to be present in the meeting.

Agendum:

1. Selection of Coordinator of IQAC



Principal

Khalisani Mahavidyalaya





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A meeting of the Internal Quality assurance Cell is held today, 24/05/2023 at 2.00 p.m. in the presence of the following members to select new IQAC Coordinator on the event of the present IQAC Coordinator joining the post of Principal on 08/05/2023.

The Chairperson of IQAC, vis-à-vis the Principal, took the Chair.

At the outset, before any proposal on the name of new IQAC Coordinator is placed in the meeting, Principal vis-a-vis the Chairperson explained the house about the reason for which the meeting has to be convened. He said that on 08.05.2023 the present IQAC Coordinator joined the post of Principal and that necessitated the selection of a new Coordinator for the rest of the tenure of the present IQAC. Prof Subrata Kumar Rana proposed the name of the senior most member of IQAC Prof. Ajanta Chakrabarti as the new Coordinator, which was seconded both by Dr. Sanjib Bhar and Professor Monalisa Mustafi. Sine no other name was proposed, the selection of Prof Ajanta Chakrabarti as the new Coordinator was unanimous. Regarding the tenure of the new Coordinator, Dr. Arghyadip Roy was of the view that it should have been a full two years term and not only for the rest of the tenure of the present IQAC. Members, although condescending this view, felt it should be the prerogative of the new body to be formed in October 2023, to decide on the extent of the tenure of the new Coordinator.

It is unanimously resolved that Prof Ajanta Chakrabarti would be the new Coordinator of the IQAC of Khalisani Mahavidyalaya with effect from 08.05.2023.

The meeting ends with vote of thanks to the chair.

Signature of the members present ↓

- 1) *Gita*
- 2) *Achakrabarti*
- 3) *Prof. Subrata Kumar Rana*
- 4) *Dr. Sanjib Bhar*
- 5) *Mustafi*
- 6) *Ruman Ruman Das*
- 7) *Arghyadip Roy*
- 8) *[Signature]*
- 9) *Prof. An.*
- 11) *Anadi Nath Raha*





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ACTION TAKEN REPORT OF IQAC MEETING DATED 24.05.2023

Prof Ajanta Chakrabarti was selected as the IQAC Coordinator as Dr. Arghya Bandyopadhyay had to leave his post of IQAC Coordinator to take up the post of the Principal of the College on 08.05.2023 following the recommendations of WBCSC. It was merely a change of guard without any change in outlook and activity of the IQAC.

Achakrajanti

Coordinator, IQAC

Coordinator
IQAC

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Notice No.IQAC/2022-23/8

Date: 07.06.2023

This is for information of all concerned that a meeting of the IQAC will be held on 14.06.2023 at 1.00 p.m. to discuss the following agenda. All the members of the IQAC are requested to be present and participate in the above-said meeting.

Agenda:

1. Introductory talk by the newly selected Coordinator.
2. Discussion on the successful completion of six pending AQAR of the last six sessions and the future roadmap.
3. AQAR for the session 2022-23.
4. Distribution of responsibility for the seven criteria of NAAC among the teachers.
5. Miscellaneous.

Acharya

Coordinator, IQAC

Coordinator
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A meeting of the Internal Quality assurance Cell is held today, 14.06.23, to discuss the following agenda.

The Chairperson of IQAC takes the chair.

The meeting was chaired by the Principal, Dr. Arghya Bandopadhyay. In his welcome address he welcomed all members present in the meeting along with the newly selected Coordinator of IQAC, Prof Ajanta Chakrabarti.

Agenda 1: Introductory talk by the newly selected Coordinator.

Discussion

At the very outset, the Coordinator of IQAC expressed her gratitude for being selected as the Coordinator. She also conveyed her satisfaction towards the faculty for relying upon her ability to steer the quality enhancing body for ensuring all round development of the institution. She pointed out the need for the preparation of an action plan with regard to fulfilling the seven criteria wise requirements of the NAAC. As the college would appear for the third cycle of NAAC Accreditation, therefore she stated the need for the formulation of policy with regard to preparing the SSR. In this respect she suggested Criteria wise distribution of works among the IQAC members. This policy, she suggests, would smoothen the work by a decentralized process of distribution.

Resolution:

It has been resolved that IQAC will sustain its momentum under the leadership of the new Coordinator and to apply for NAAC evaluation as early as possible.

Agenda 2: Discussion on the successful completion of six pending AQAR of the last six sessions and the future roadmap.

Discussion

The Chairperson of IQAC, Principal, Dr. Arghya Bandopadhyay expressed his satisfaction on the initiative taken by the IQAC members for the uploading of the six pending AQARs on NAAC HEI portal. Dr. Goutam Bit (Principal of B.N. Mahavidyalaya) informed that the college can claim fund from state government for infrastructure building and repairing by submitting the AQAR submission document. Prof Monalisa Mustafi suggested that feedback should be collected positively from the outgoing sixth semester students. Dr. Goutam Bit suggested that the feedback should be collected along with the procedure for exam form fill up of the students. Principal, Dr. Arghya Bandopadhyay recommended that the college website is regularly updated and this effort can be shown as one of the best practices of the institution with regard to NAAC assessment. In this respect the formation of college website subcommittee was suggested with the IQAC Coordinator, Prof Ajanta Chakrabarti as Convener and Dr. Arghyadip Roy, Dr. Kundan Das, Prof Monalisa Mustafi, Sri Prasun Das as members.

Resolution

The accomplishment of submitting the AQAR(s) of previous years is acknowledged by the Chairperson. It is also resolved that some necessary modifications will be executed in the fields of feedback mechanism and college website and its continuous updating. IQAC also recommends that a sub- committee for regular updating and refinement of the College website is to be formed in an appropriate body/ council.





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Agenda 3: AQAR for the session 2022-23.

Discussion

It is discussed and recommended at the meeting that AQAR 2022-2023 should be uploaded timely on NAAC HEI portal.

Resolution:

It is resolved that the AQAR for the academic year 2022-23 will be documented and uploaded in the NAAC portal at its earliest.

Agenda 4: Distribution of responsibility for the seven criteria of NAAC among the teachers.

It was discussed at the meeting that the work related to the seven criteria of NAAC shall be distributed among the seven members of IQAC. These members shall be the conveners of their respective criteria. It was further recommended that the seven criteria conveners shall select their team members at a meeting of the Teachers' Council to be convened shortly. The following teachers are recommended as conveners of the respective criteria of NAAC:

Criterion I: Dr. Sanjib Dhar

Criterion II: Prof Jayati Bhattacharya (Ghosh)

Criterion III: Dr. Kundan Kumar Das

Criterion IV: Dr. Arghyadip Roy

Criterion V: Prof Subrata Kumar Rana

Criterion VI: Prof Debashis Das Sharma

Criterion VII: Prof Monalisa Mustafi

Resolution:

The following teachers will act as conveners of the seven criteria of NAAC.

Criterion I: Dr. Sanjib Dhar

Criterion II: Prof Jayati Bhattacharya (Ghosh)

Criterion III: Dr. Kundan Kumar Das

Criterion IV: Dr. Arghyadip Roy

Criterion V: Prof Subrata Kumar Rana

Criterion VI: Prof Debashis Das Sharma

Criterion VII: Prof Monalisa Mustafi

Agenda 5: Miscellaneous

In miscellaneous, the following proposals are put forward by various members present in the meeting.

- The formation of a Digi Locker subcommittee was recommended with Dr. Subhendu Roy, Assistant Professor, Geography as a Nodal Officer and Prof Dipankar Barman, Assistant Professor, Philosophy and one member of the non-teaching staff. Dr. Goutam Bit suggested to conduct a training on ABC with local internet café owners for creation of ABC before admission form fill up.
- Prof Ajanta Chakrabarti, Coordinator IQAC, proposed the observance of P.N. Panicker National Reading Day/Reading Month Celebrations 2023 in accordance with the circular of the University Grants Commission vide D.O. No.2-34/2023(CPP-II) dated 6th June 2023. In this respect, Prof Monalisa Mustafi proposed the project "Share a Book with a Friend" to be organized by the Department of Political Science. All the members present appreciated the





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- initiative and recommended the organization of such quality enhancing programmes in the future.
- The Principal of the college proposed that from the new academic session new Gender Champions to be selected from the students and badges to be distributed among them in accordance with the UGC guidelines.
 - The Principal of the college recommended that activity updated should be taken from existing committees of the college such as Anti-ragging cells, Khalisani Mahavidyalaya Grievance Redressal Cell.
 - Dr. Goutam Bit proposed that Vidwan ID should be created for each faculty members of the college.
 - The Principal of the college recommended the names of Dr. Debjyoti Das and Prof Gourab Sinha as Nodal Officers of NIRF.
 - The Principal of the college proposed incentives to be given as encouragement for pursuing research work by the faculty members of the college like publishing research papers in SCOPUS and others.
 - The Coordinator of IQAC proposed the organization of a job fair for extending employment opportunities to the students of the college within the next 3 months.
 - Dr. Goutam Bit, Principal of B.N. Mahavidyalaya proposed the formation of an academic MOU with Khalisani Mahavidyalaya.

The meeting ends with vote of thanks to the chair.

Signature of the members present



- 1.
- 2.
3. Anadi Nath Saha
4. Jayprakash Chatterjee
5. Subrata Das
6. Abhijit Das
7. Debjyoti Das
8. Prosun Das





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ACTION TAKEN REPORT OF IQAC MEETING DATED 14.06.2023

Agenda – 1

IQAC is functioning with a new Coordinator Prof Ajanta Chakrabarti.

Agenda – 2

The proposals are contemplated and execution of the proposals are in process.

Agenda-3

Data collection and drafting of the AQAR of 2022-23 has been initiated.

Agenda-4

The Conveners are carrying out their responsibilities by forming their respective Criteria teams comprising teaching members from within and outside of the IQAC. This can create the ambience of all inclusiveness in the ensuing procedure of NAAC evaluation.

Agenda -5

Many a proposals are placed in the meeting and most of them proposals are positive. Among those proposals the following are already executed – 1) Formation of a ABC-NAD Sub Committee; 2) Observance of National Reading Day/ Reading Month; 3) Formation of various Cells like Anti Ragging Cell, Grievance Redressal Cell, etc.

While, some other suggestions like organizing a job fair, creation of Vidwan ID(s) etc. are seriously considered and will be executed soon.

Achakrabarti

Coordinator, IQAC

Coordinator
IQAC

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