



# DESHABANDHU MAHAVIDYALAYA, CHITTARANJAN

NAAC Accredited B + College

(Affiliated to Kazi Nazrul University)

Recognised Under Section 2(f) & 12(B) of UGC

P.O. – Chittaranjan, District – Paschim Bardhaman, West Bengal,  
India, PIN – 713 331

The meeting of the IQAC started with Dr. Sagar Chandra Bandyopadhyay in the chair on 20.07.2018 at 2:30 P.M. in the office of the Principal, Deshabandhu Mahavidyalaya.

## Members of IQAC:

## Signature of the Members Present

1. Dr. Sagar Chandra Bandyopadhyay, Chairperson *Sagar Chandra Bandyopadhyay*
2. Prof. Apurbo Kumar Roy, IQAC Coordinator *Apurbo Kumar Roy*
3. Prof. Durga Pada Mal, Internal Member *Durga Pada Mal*
4. Dr. Abul Hossain, Internal Member *Abul Hossain*
5. Prof. Siba Prasad Mandal, Internal Member *Siba Prasad Mandal*
6. Prof. Sagarika Nandy, Internal Member *Sagarika Nandy*
7. Prof. Sanchita Hazra, Internal Member *Sanchita Hazra*
8. Dr. Bhaskar Jyoti Sarkar, Internal Member *Bhaskar Jyoti Sarkar*
9. Prof. Mousumi Kundu, Internal Member *Mousumi Kundu*
10. Dr. Mukul Kamle, Internal Member *Mukul Kamle*
11. Dr. Koushik Kumar Hati, Internal Member *Koushik Kumar Hati*
12. Prof. Md. Moazzam, Internal Member *Md. Moazzam*
13. Mrs. Shampa Banerjee (Ganguly), Internal Member *Shampa Banerjee (Ganguly)*

## Agenda:

1. To read and confirm the proceedings of the meeting of IQAC held on 22.06.2018
2. To consider the quality practices in teaching-learning.
3. To consider the activity data compilation for AISHE.
4. To consider the preparation of academic calendar of the college for the academic session 2018-2019.
5. To consider promotion of teaching staff of the college under CAS.
6. Miscellaneous

## Agenda-1:

Prof. Apurba Kr. Roy, coordinator of IQAC read out the proceedings of the meeting held on 22.06.2018 and the members present in the meeting confirm the proceedings of the meeting.



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## **Resolution:**

Resolved to confirm the proceedings of the meeting and resolution adopted in the said meeting by the members present in the meeting.

## **Agenda-2:**

IQAC coordinator requested the members present in the meeting to express their findings in so far as quality parameters in teaching learning is concerned. Prof. Apurbo Kr. Roy requested the members to consider implementation of digital media in teaching learning besides presentation through audio visual method in delivering teaching and training to the students. Dr. Koushik Kr. Hati focused on presentation through power point for teaching learning. Dr. Mukul Kamle stated that field survey and educational excursions may be considered as a part of teaching learning process. Prof. Mousumi Kundu spoke for arrangement of industrial visit for students of B.Sc degree programme in chemistry for better understanding of chemical science and its applied aspects.

## **Resolution:**

Resolved to develop ICT tools such as PPT, e-content development, field survey, excursion and industrial visit by the teachers for benefit of the students.

## **Agenda-3:**

Prof. Apurbo Kr. Roy stated to have the support of members of IQAC to compile the data for the job of AISHE for the academic session 2017-18. Dr. Mukul Kamle said that administrative staff of the college should extend their support to compile the data for AISHE.

## **Resolution:**

Resolved to assign the AISHE data compilation to Prof. Sushant Kr. Das and administrative and teaching staff should share their support to Prof Sushant Kr. Das.

## **Agenda-4:**

Prof. Apurbo Kr. Roy, coordinator IQAC, presented the draft academic calendar for the academic session 2018-2019 before the members in the meeting of IQAC and requested to go through the draft academic calendar for the final preparation of the calendar. On going through the draft academic calendar members present in the meeting requested the coordinator to have a comprehensive academic calendar reflecting tentative dates of co-curricular activities, extra-curricular activities, social outreach and community development programmes, sports and games and seminar, workshops etc.

## **Resolution:**

- a) Resolved to prepare and give final shape of the academic calendar for the academic session 2018-2019 incorporating the tentative dates of co-curricular activities, extra-curricular activities, social outreach and community development programmes, sports and games and seminar, workshops.
- b) Prof. Mousumi Kundu is authorised to complete the job.



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## **Agenda-5:**

Prof. Apurbo Kr. Roy stated that career advancement scheme is a continuous process of promotion of teachers and as such it is pertinent to discuss the modalities of promotion under CAS. Prof. Apurbo Kr. Roy suggested to invite proposals from prospective teachers promotion of whom are likely to be due before completing the qualifying years of service with requisite qualifications and experience.

## **Resolution:**

Resolved to accept and scrutinise proposals along with documents of teachers who so ever will be eligible for promotion under CAS.

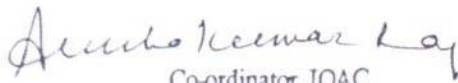
## **Agenda-6 (Misc):**


Dr. Sagar Chandra Bandyopadhyay T.I.C. of the college drew the attention of the members to have lesson planning of teaching learning practices prior to beginning of each semester.

## **Resolution:**

Resolved to request to the TCS to take the matter to the teachers of the college for effective implementation of the lesson plan designing and to provide the same to the students prior to the beginning of the semester.

The meeting ended with vote of thanks to the chair.

  
Co-ordinator, IQAC  
Deshabandhu Mahavidyalaya  
Chittaranjan

  
**Teacher-In-charge**  
Deshabandhu Mahavidyalaya  
Chittaranjan



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The meeting of the IQAC started with Dr. Sagar Chandra Bandyopadhyay in the chair on 25.09.2018 at 2:30 P.M. in the office of the Principal, Deshabandhu Mahavidyalaya.

## Members of IQAC:

## Signature of the Members Present

- |   |                                    |
|---|------------------------------------|
| 1. Dr. Sagar Chandra Bandyopadhyay, Chairperson     | <i>Sagar Chandra Bandyopadhyay</i> |
| 2. Prof. Apurbo Kumar Roy, IQAC Coordinator         | <i>Apurbo Kumar Roy</i>            |
| 3. Prof. Durga Pada Mal, Internal Member            | <i>Durga Pada Mal</i>              |
| 4. Dr. Abul Hossain, Internal Member                | <i>Abul Hossain</i>                |
| 5. Prof. Siba Prasad Mandal, Internal Member        | <i>Siba Prasad Mandal</i>          |
| 6. Prof. Sagarika Nandy, Internal Member            | <i>Sagarika Nandy</i>              |
| 7. Prof. Sanchita Hazra, Internal Member            | <i>Sanchita Hazra</i>              |
| 8. Dr. Bhaskar Jyoti Sarkar, Internal Member        | <i>Bhaskar Jyoti Sarkar</i>        |
| 9. Prof. Mousumi Kundu, Internal Member             | <i>Mousumi Kundu</i>               |
| 10. Dr. Mukul Kamle, Internal Member                | <i>Mukul Kamle</i>                 |
| 11. Dr. Koushik Kumar Hati, Internal Member         | <i>Koushik Kumar Hati</i>          |
| 12. Prof. Md. Moazzam, Internal Member              | <i>Md. Moazzam</i>                 |
| 13. Mrs. Shampa Banerjee (Ganguly), Internal Member | <i>Shampa Banerjee (Ganguly)</i>   |

## Agenda:

1. To read and confirm the proceedings of the meeting of IQAC held on 20.07.2018.
2. To consider the proposal of developing unitised teaching-learning modules as per the syllabus.
3. To consider the proposal of need based subject wise remedial coaching.
4. To consider the proposal of arranging skill-oriented training programme for girl students.
5. Miscellaneous

## Agenda-1:

Prof. Apurbo Kr. Roy, coordinator of IQAC read out the proceedings of the meeting held on 20.07.2018 and the members present in the meeting confirm the proceedings of the meeting.



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**Resolution:**

Resolved to confirm the proceedings of the meeting and resolution adopted in the said meeting by the members present in the meeting.

**Agenda-2:**

Dr. Sagar Chandra Bandyopadhyay, T.I.C. of the college stated to consider the scope of development of unitised teaching learning modules for better understanding of syllabus content of each subject. Prof. Apurbo Kr. Roy also requested the members to explore the opportunities of available resources to maximise the teaching learning practice through unitised syllabus structure. Prof. Mousumi Kundu also supported for development of unitised syllabus designing both for theory and practical part.

**Resolution:**

Resolved to request to all faculty members to structure the syllabus in unitised module system.

**Agenda-3:**

Prof. Durga Pada Mal proposed to explore the scope of extending need based remedial coaching for slow and weak learners. Dr. Sagar Chandra Bandyopadhyay also emphasised on reintroduction of need based remedial coaching for betterment of the students who are slow in learning process.

**Resolution:**

Resolved to reintroduce remedial coaching for concerned students of the college.

**Agenda-4:**

Prof. Apurbo Kr. Roy suggested exploring the scope of skill-oriented training programme for girl students of the college to facilitate them to become self-dependent and being capable of earning.

**Resolution:**

Resolved to introduce skill acquiring training programme in the trade of cloth, stitching and needle work.

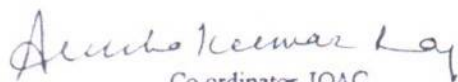
**Agenda-5 (Misc):**

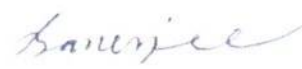
Prof. Siba Prasad Mandal requested the members to develop a calendar for cultural and co-curricular activities for the period January, 2019-June, 2019 as a continuous programme.

**Resolution:**

Resolved to prepare a calendar for cultural and co-curricular activities as a continuous practice.

The meeting ended with vote of thanks to the chair.

  
Co-ordinator, IQAC  
Deshabandhu Mahavidyalaya  
Chittaranjan

  
**Teacher-in-charge**  
Deshabandhu Mahavidyalaya  
Chittaranjan



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## Members of IQAC:

## Signature of the Members Present

- |   |                                    |
|---|------------------------------------|
| 1. Dr. Sagar Chandra Bandyopadhyay, Chairperson     | <i>Sagar Chandra Bandyopadhyay</i> |
| 2. Prof. Apurbo Kumar Roy, IQAC Coordinator         | <i>Apurbo Kumar Roy</i>            |
| 3. Prof. Durga Pada Mal, Internal Member            | <i>Durga Pada Mal</i>              |
| 4. Dr. Abul Hossain, Internal Member                | <i>Abul Hossain</i>                |
| 5. Prof. Siba Prasad Mandal, Internal Member        | <i>Siba Prasad Mandal</i>          |
| 6. Prof. Sagarika Nandy, Internal Member            | <i>Sagarika Nandy</i>              |
| 7. Prof. Sanchita Hazra, Internal Member            | <i>Sanchita Hazra</i>              |
| 8. Dr. Bhaskar Jyoti Sarkar, Internal Member        | <i>Bhaskar Jyoti Sarkar</i>        |
| 9. Prof. Mousumi Kundu, Internal Member             | <i>Mousumi Kundu</i>               |
| 10. Dr. Mukul Kamle, Internal Member                | <i>Mukul Kamle</i>                 |
| 11. Dr. Koushik Kumar Hati, Internal Member         | <i>Koushik Kumar Hati</i>          |
| 12. Prof. Md. Moazzam, Internal Member              | <i>Md. Moazzam</i>                 |
| 13. Mrs. Shampa Banerjee (Ganguly), Internal Member | <i>Shampa Banerjee (Ganguly)</i>   |

## Agenda:

1. To read and confirm the proceedings of the meeting of IQAC held on 25.09.2018.
2. To consider the proposal of identification and development of best practices for the session 18-19.
3. To consider the proposal of preparation of audit report for academic, administrative and quality audit.
4. To consider the proposal of preparation of AQAR for the period 2017-18.
5. Miscellaneous

## Agenda-1:

Prof. Apurba Kr. Roy, coordinator of IQAC read out the proceedings of the meeting held on 25.09.2018 and the members present in the meeting confirm the proceedings of the meeting.



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## **Resolution:**

Resolved to confirm the proceedings of the meeting and resolution adopted in the said meeting by the members present in the meeting.

## **Agenda-2:**

Prof. Apurbo Kr. Roy, IQAC coordinator, requested the members present in the meeting to suggest the practices which have been practicing as best practices. Members present in the meeting discussed among themselves to work out two practices which can be considered as best practices. Check dam for micro irrigation and watershed development, virtual classroom and online teaching was identified as best practices of the session.

## **Resolution:**

- a) Resolved to develop check dam for micro irrigation and watershed development for utilisation of water bodies I micro irrigation purpose.
- b) It is also resolved to develop a virtual classroom for online teaching to reach to the unreached students of the college

## **Agenda-3:**

Dr. Sagar Chandra Bandyopadhyay, T.I.C of the college, requested the members present in the meeting to take up the audit work for academic, administrative and quality audit. Prof. Apurbo Kr. Roy with Prof. Sagarika Nandy emphasised on preparation of audit report at the earliest possible time in compliance with the stipulation of affiliating university and WBSCHE and NAAC.

## **Resolution:**

- a) Resolved to conduct auditing of administrative functioning, academic functioning and quality practices by three separate committees and each committee should be headed by full time faculty members of the college for now.
- b) Resolved to form academic committee headed by Prof. Mousumi Kundu, administrative audit committee headed by Dr. Koushik kr. Hati, quality audit committee headed by Prof. Apurbo Kr. Roy.

## **Agenda-4:**

Prof. Apurbo Kr. Roy requested the members to take initiative regarding the preparation of AQAR for the period 2017-18.

## **Resolution:**

Resolved to distribute the preparation of AQAR criteria wise among the members of the core committee of IQAC. Further resolved to authorise IQAC coordinator to name the persons in each criterion.

## **Agenda-5(Misc):**

Prof. Mousumi Kundu and Prof. Sagarika Nandy pointed out for cleanliness of toilets in general and for the teachers are more neglected are more neglected part in so far as cleanliness is concerned.



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**Resolution:**

Resolved to clean toilets of the college on priority basis and T.I.C. also assured to look after the matter in regular basis.

The meeting ended with vote of thanks to the chair.

*Arundha Keemar Ray*

Co-ordinator, IQAC  
Deshabandhu Mahavidyalaya  
Chittaranjan

*Kanujee*

**Teacher-In-charge**  
Deshabandhu Mahavidyalaya  
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The meeting of the IQAC started with Dr. Sagar Chandra Bandyopadhyay in the chair on 19.02.2019 at 2:30 P.M. in the office of the Principal, Deshabandhu Mahavidyalaya.

## Members of IQAC:

## Signature of the Members Present

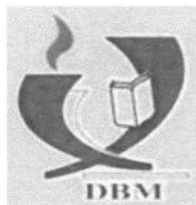
- |   |                                    |
|---|------------------------------------|
| 1. Dr. Sagar Chandra Bandyopadhyay, Chairperson     | <i>Sagar Chandra Bandyopadhyay</i> |
| 2. Prof. Apurbo Kumar Roy, IQAC Coordinator         | <i>Apurbo Kumar Roy</i>            |
| 3. Prof. Durga Pada Mal, Internal Member            | <i>Durga Pada Mal</i>              |
| 4. Dr. Abul Hossain, Internal Member                | <i>Abul Hossain</i>                |
| 5. Prof. Siba Prasad Mandal, Internal Member        | <i>Siba Prasad Mandal</i>          |
| 6. Prof. Sagarika Nandy, Internal Member            | <i>Sagarika Nandy</i>              |
| 7. Prof. Sanchita Hazra, Internal Member            | <i>Sanchita Hazra</i>              |
| 8. Dr. Bhaskar Jyoti Sarkar, Internal Member        | <i>Bhaskar Jyoti Sarkar</i>        |
| 9. Prof. Mousumi Kundu, Internal Member             | <i>Mousumi Kundu</i>               |
| 10. Dr. Mukul Kamle, Internal Member                | <i>Mukul Kamle</i>                 |
| 11. Dr. Koushik Kumar Hati, Internal Member         | <i>Koushik Kumar Hati</i>          |
| 12. Prof. Md. Moazzam, Internal Member              | <i>Md. Moazzam</i>                 |
| 13. Mrs. Shampa Banerjee (Ganguly), Internal Member | <i>Shampa Banerjee (Ganguly)</i>   |

## Agenda:

1. To read and confirm the proceedings of the meeting of IQAC held on 20.12.2018.
2. To consider the efficacy and effectiveness of curriculum delivery mechanism of teaching-learning process.
3. To consider the introduction of value-added certificate and diploma courses.
4. To consider the development of feedback mechanism and its implementation for assessment of student's, teacher's satisfaction level.
5. To consider the mechanism of stream lining mentoring system for the students of the college.
6. Miscellaneous

## Agenda-1:

Prof. Apurbo Kr. Roy, coordinator of IQAC read out the proceedings of the meeting held on 20.12.2018 and the members present in the meeting confirm the proceedings of the meeting.



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## **Resolution:**

Resolved to confirm the proceedings of the meeting and resolution adopted in the said meeting by the members present in the meeting.

## **Agenda-2:**

Dr. Sagar Chandra Bandyopadhyay, T.I.C. of the college, requested the members present in the meeting to express their opinion relating to efficacy and effectiveness of curriculum delivery mechanism in the process of teaching-learning. Dr. Sagar Chandra Bandyopadhyay stated that a structured delivery mechanism is required right from curriculum planning to evaluation of the efficacy of delivery in post delivering phase of teaching-learning. Members present in the meeting agreed with the proposal of Dr. Sagar Chandra Bandyopadhyay in so far as assessment of usefulness of delivery mechanism of teaching-learning. Members agreed upon to adopt innovative methods of subject wise delivery mechanism considering the uniqueness of each subject. Dr. Abul Hossain stated that each subject has uniqueness and accordingly subject coordinators should think differently to develop delivery mechanism of teaching-learning. He also stressed on the fact of encouraging students to deliver small modules and subject of lecture which will make the delivery mechanism a participative one.

## **Resolution:**

Resolved to structure subject wise unique delivery mechanism involving students in the teaching-learning process to make it a participative one.

## **Agenda-3:**

Prof. Apurbo Kr. Roy, coordinator of IQAC requested the members present in the meeting to consider value added courses which shall be relevant to the subject of study and skill enhancing tool for employability of the students. He requested the members to come up with the ideas of value-added course/programme which shall be unique and relevant to encourage students to join such courses. Dr. Sagar Chandra Bandyopadhyay asked for the title and number of courses we should introduce in a semester/year. Prof. Apurbo Kr. Roy suggested offering at least five courses in a semester or ten courses in an academic year.

## **Resolution:**

- a) Resolved to introduce ten courses in an academic year in two semester/half of the year by the departments in rotational manner.
- b) Resolved to develop a centre for conducting value added courses/programme headed by a teacher who shall be entrusted with the responsibility of the job.

## **Agenda-4:**

Prof. Apurbo Kr. Roy, coordinator, IQAC, reported to the members that a mechanism is required to be in place to assess the performance of teachers and support staff members in the college in so far as satisfaction of students and other stake holder are concerned. Performance of teachers and other functioning organs of the college have been necessitated to improve the performance of the college continuously. He further said that continuous improvement is the mission of the college to reach the goal of excellence in teaching-learning, training and creation of an eco-system all-encompassing knowledge dissemination. Members present in the meeting agreed with the contention of Prof. Apurbo Kr. Roy.



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## **Resolution:**

Resolved to develop a mechanism of performance appraisal and Dr. Abul Hossain and Dr. Koushik Kr. Hati are entrusted with the responsibility of developing the feedback mechanism.

## **Agenda-5:**

Dr. Sagar Chandra Bandyopadhyay, T.I.C. of the college requested the members present in the meeting to develop a system which shall be dedicated one to maintain the mentor-mentee relation for optimisation of student teacher relationship in academic and in personal well being. For Dr. Sagar Chandra Bandyopadhyay it is an imperative in an institute of higher education to have a functional mentor-mentee structure and Deshabandhu Mahavidyalaya as an institute of higher education must have such mentor-mentee relationship.

## **Resolution:**

Resolved to develop a mentor-mentee relationship functioning for the well being of the students and redefining the relationship parameter in an institute of higher education like Deshabandhu Mahavidyalaya.

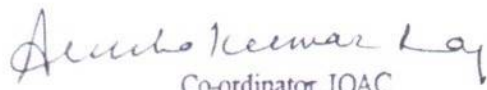
## **Agenda-6(Misc):**

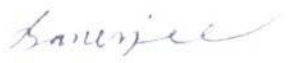
Prof. Mousumi Kundu requested the T.I.C. to provide a budget for co-curricular and extra-curricular activities of the college.

## **Resolution:**

Resolved to allot need based financial support to conduct co-curricular and extra-curricular activities of the college.

The meeting ended with vote of thanks to the chair.

  
Co-ordinator, IQAC  
Deshabandhu Mahavidyalaya  
Chittaranjan

  
**Teacher-In-charge**  
Deshabandhu Mahavidyalaya  
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The meeting of the IQAC started with Dr. Sagar Chandra Bandyopadhyay in the chair on 17.04.2019 at 2:30 P.M. in the IQAC room, Deshabandhu Mahavidyalaya.

## Members of IQAC:

## Signature of the Members Present

- |   |                                  |
|---|----------------------------------|
| 1. Dr. Sagar Chandra Bandyopadhyay, Chairperson     | <i>Sagar Chandra</i>             |
| 2. Prof. Apurbo Kumar Roy, IQAC Coordinator         | <i>Apurbo Kumar Roy</i>          |
| 3. Prof. Durga Pada Mal, Internal Member            | <i>Durga Pada Mal.</i>           |
| 4. Dr. Abul Hossain, Internal Member                | <i>Abul Hossain</i>              |
| 5. Prof. Siba Prasad Mandal, Internal Member        | <i>Siba Prasad Mandal</i>        |
| 6. Prof. Sagarika Nandy, Internal Member            | <i>Sagarika Nandy</i>            |
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| 8. Dr. Bhaskar Jyoti Sarkar, Internal Member        | <i>Bhaskar Jyoti Sarkar</i>      |
| 9. Prof. Mousumi Kundu, Internal Member             | <i>Mousumi Kundu</i>             |
| 10. Dr. Mukul Kamle, Internal Member                | <i>Mukul Kamle</i>               |
| 11. Dr. Koushik Kumar Hati, Internal Member         | <i>Koushik</i>                   |
| 12. Prof. Md. Moazzam, Internal Member              | <i>Moazzam</i>                   |
| 13. Mrs. Shampa Banerjee (Ganguly), Internal Member | <i>Shampa Banerjee (Ganguly)</i> |

## Agenda:

1. To read and confirm the proceedings of the meeting of IQAC held on 19.02.2019.
2. To consider the preparation of academic calendar for the academic session 2019-20.
3. To consider the development of mechanism for student's satisfaction survey.
4. To consider the opportunity of micro research activities by the teachers.
5. To consider the scope of organising workshop, seminar on continuous quality improvement process.
6. Miscellaneous

## Agenda-1:

Prof. Apurba Kr. Roy, coordinator of IQAC read out the proceedings of the meeting held on 19.02.2019 and the members present in the meeting confirm the proceedings of the meeting.



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## **Resolution:**

Resolved to confirm the proceedings of the meeting and resolution adopted in the said meeting by the members present in the meeting.

## **Agenda-2:**

Prof. Apurbo Kr. Roy, coordinator IQAC, requested the members in general to contribute in preparing academic calendar of the college for the academic session 2019-20, taking the involvement of Prof. Mousumi Kundu. Prof. Apurbo Kr. Roy also requested the members to provide their suggestions in the matter of inclusion of co-curricular activity, extra-curricular activity, cultural activity, games and sports events in the academic calendar as tentative events to take place during the academic session 2019-20.

## **Resolution:**

- a) Resolved to prepare academic calendar for the academic session 2019-2020, incorporating tentative schedule of cultural programme, co-curricular activities, extra-curricular activities, seminar, webinar, games and sports events etc.
- b) Prof. Mousumi Kundu is entrusted with the responsibility of preparation of academic calendar for the session 2019-2020.

## **Agenda-3:**

Prof. Apurbo Kr. Roy, requested the members to come with the idea of developing mechanism to survey the students' satisfaction status (SSS) in so far as teaching-learning and other activities enriching students' personality. Dr. Koushik Kr. Hati stated that to survey the students' satisfaction encompassing teaching-learning, co-curricular activities, cultural activities, social outreach community development programme, a comprehensive mechanism is required employing statistical tools to measure in a scale the satisfaction level of students' concern.

## **Resolution:**

Resolved to develop a comprehensive survey mechanism to survey the students' satisfaction and Dr. Koushik Kr. Hati and Ms. Samayita Dutta (Library information officer) is entrusted with the development mechanism of students' survey.

## **Agenda-4:**

Dr. Sagar Chandra Bandyopadhyay proposed to consider the scope of micro research project to address the issues relevant to local socio-cultural aspects of human development with an integration to explore the value of education in enriching the lives of common people in general. Dr. Mukul Kamle also spoken of the importance of exploration of natural resources which can add value in the socio-economic lives of people living in Chittaranjan, Mihijam and Salanpur area. Dr. Mukul Kamle requested the teachers of Chemistry department to collaborate with the students of Geography department along with their students to enrich the lives of rural people through use of natural resources in that economic development in micro level undertaking research projects.



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## **Resolution:**

Resolved to encourage research activities in micro level and a contingency grant of Rs. 5000/- for each research project shall be provided by the college with a view to have research outcome with socio-economic relevance and improvement.

## **Agenda-5:**

Prof. Apurbo Kr. Roy, IQAC coordinator requested the members to undertake continuous improvement activities in departmental level which shall be subsequently reflected in the improvement in college level. Prof. Apurbo Kr. Roy stated that continuous improvement affair is not a one day or two days initiative but 365 days, 24x7 activities and aimed at continuously negating the present to reach the better tomorrow. He said that continuous improvement programmes should be taken as movements and through such movement college can reach excellence which is the demand of the day. Dr. Koushik Kr. Hati also said that continuous improvement initiative or movement has an economic aspect as well. For him we can structure our college economy for better performance through continuous improvement programmes.

## **Resolution:**

Resolved to implement continuous improvement movements in departmental level and each departmental coordinator shall report to the principal of their continuous improvement initiative in a month-to-month basis.

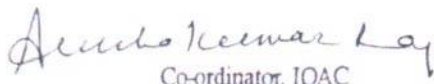
## **Agenda-6(Misc):**

In miscellaneous Prof. Sagarika Nandy requested the members to consider adding furniture in college inventory to have adequate furniture. like- chair, table, bench etc in each class.

## **Resolution:**

Resolved to prepare a list of the furniture available in the college to add additional chair, table, bench and other furniture in college inventory to avoid non-availability of furniture in classrooms.

The meeting ended with vote of thanks to the chair.

  
Co-ordinator, IQAC  
Deshabandhu Mahavidyalaya  
Chittaranjan

  
**Teacher-In-charge**  
Deshabandhu Mahavidyalaya  
Chittaranjan



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The meeting of the IQAC started with Dr. Sagar Chandra Bandyopadhyay in the chair on 18.06.2019 at 2:30 P.M. in the IQAC room, Deshabandhu Mahavidyalaya.

## Members of IQAC:

## Signature of the Members Present

1. Dr. Sagar Chandra Bandyopadhyay, Chairperson *Sagar Chandra Bandyopadhyay*
2. Prof. Apurbo Kumar Roy, IQAC Coordinator *Apurbo Kumar Roy*
3. Prof. Durga Pada Mal, Internal Member *Durga Pada Mal.*
4. Dr. Abul Hossain, Internal Member *Abul Hossain*
5. Prof. Siba Prasad Mandal, Internal Member *Siba Prasad Mandal*
6. Prof. Sagarika Nandy, Internal Member *Sagarika Nandy*
7. Prof. Sanchita Hazra, Internal Member *Sanchita Hazra*
8. Dr. Bhaskar Jyoti Sarkar, Internal Member *Bhaskar Jyoti Sarkar*
9. Prof. Mousumi Kundu, Internal Member *Mousumi Kundu*
10. Dr. Mukul Kamle, Internal Member *Mukul Kamle*
11. Dr. Koushik Kumar Hati, Internal Member *Koushik*
12. Prof. Md. Moazzam, Internal Member *Moazzam*
13. Mrs. Shampa Banerjee (Ganguly), Internal Member *Shampa Banerjee (Ganguly)*

## Agenda:

1. To read and confirm the proceedings of the meeting of IQAC held on 17.04.2019.
2. To explore the opportunities of funding for start-ups and micro enterprise development by the students.
3. To consider the development of incubation centre for 'social enterprise' development by the students.
4. To consider the exploration of opportunities for linkage establishment with MSME entities.
5. To consider the scope of introduction of post graduate courses either in regular in campus mode or in distance mode.
6. To consider the findings of feedback of different stake holders for necessary action.
7. Miscellaneous



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## **Agenda-1:**

Prof. Apurbo Kr. Roy, coordinator of IQAC read out the proceedings of the meeting held on 17.04.2019 and the members present in the meeting confirm the proceedings of the meeting.

## **Resolution:**

Resolved to confirm the proceedings of the meeting and resolution adopted in the said meeting by the members present in the meeting.

## **Agenda-2:**

Prof. Apurbo Kr. Roy, coordinator IQAC, requested the members to express their views in the matter of fund creation through 'cloud funding' and direct donation from the embers of alumni association, philanthropic organisation, well-wishers and governing body of the college as well to provide support to the promising student entrepreneur through evaluation of the prospect of proposal by the students. Dr. Koushik Kr. Hati also expressed his views in the matter and said that it will be a good initiative in part of the college if we can recognise and motivate students to enter in enterprise development which will be resulting an economic ecosystem creation where opportunities of employment shall be obvious. Prof. Mousumi Kundu has also supported the move to encourage the students to enter in business enterprise development. Prof. Sagarika Nandy has expressed her reservation in the matter of providing fund from college exchequer. However, she has no problem if fund is raised from sources other than college exchequers.

## **Resolution:**

Resolved to explore opportunities of fund creation through 'cloud funding', donation from philanthropic organisation, alumni association and individual well-wishers.

## **Agenda-3:**

Prof. Apurbo Kr. Roy stated to the members present in the meeting that a centre is required to be developed to give exposure to the students in social entrepreneurship so that students can engage themselves in social enterprises which shall create employment opportunities for themselves. Beside rural people in general, engaging youth and students in particular of the locality from where they are coming in the college. Prof. Apurbo Kr. Roy presented to the members present in the meeting how the areas in which one can engage himself or herself as an entrepreneur to cater to the society. He said that education in various forms right from child education to adult education one can develop an enterprise which in turn educate rural people in diversified areas like- health care education, child care education, pre-primary education etc. Apart from this there are opportunities of developing social enterprises engaging rural women through creation of 'Self Help Group' (SHG), to produce some food products like- hand made bori, handmade papad, honey collection etc. Prof. Koushik Hati requested the members present in the meeting to see if an incubation centre can be developed which shall be primarily aimed at giving practical exposure and establishing linkage for marketing the products to be produced by the women entrepreneur through 'SHG'. Members present in the meeting appreciated the proposal and requested the chairman of the meeting to extend support in this matter.

## **Resolution:**

Resolved to establish incubation centre one in the college campus and one in the 'Bangibari', a village under the salanpur development block.

## **Agenda-4:**

Prof. Apurbo Kr. Roy requested the members present in the meeting to have their consent to initiate the process of negotiation establish linkage with the prospective buyers who have stores





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to sell in physical mode besides developing a platform to sell rural 'Self-Help-Group' produces products in digital platform direct to the buyers. Prof. Apurbo Kr. Roy stated that to start with he shall talk with the 'Khadi Gramodyog Bhavan' stores and 'Fav India' to establish linkage to start with. Members present in the meeting appreciated the initiative and ask the IQAC coordinator to go ahead with his proposed initiative of establishing linkage.

**Resolution:**

Resolved to establish linkage to sell products of social entrepreneurs, established as 'Self-Help-Group' in rural areas.

**Agenda-5:**

Prof. Apurbo Kr. Roy, IQAC coordinator, requested the T.I.C. to state the scope of introduction of P.G. courses getting affiliation of affiliating body 'Kazi Nazrul University' to offer p.G. courses in Deshabandhu Mahavidyalaya, Chittaranjan. Dr. Sagar Chandra Bandyopadhyay stated that permission of Dept. of Higher Education of Govt. of West Bengal is needed to start P.G. courses, as it has financial implication in introduction of such P.G. courses. However, for him it will be appropriate for us to start with P.G. courses in distance mode and he suggested applying to 'Netaji Subhas Open University' (NSOU) for affiliation to introduce P.G. courses.

**Resolution:**

Resolved to apply to 'Netaji Subhas Open University' and 'JAIN Vishva Bharati University' to offer P.G. courses in distance and open learning mode to the students of the college and locality.

**Agenda-6:**

Prof. Apurbo Kr. Roy, coordinator IQAC, presented before the members of IQAC committee to consider the findings of feedback of the students, teachers and stake holders.

**Resolution:**

- a) Resolved to accept the feedback and the members expressed their satisfactions but suggested to improve the concerning areas.
- b) Also resolved to forward the findings before the Teache-In-Charge to take necessary action.

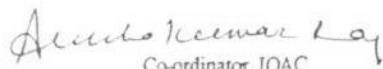
**Agenda-7(Misc):**


Prof. Mousumi Kundu requested the members to consider the scope of inviting students of class 11 and 12 standard of science background to visit the college campus to make them interested to join in the study of B.Sc (H) and general science courses in coming days.

**Resolution:**

Resolved to invite the students of neighbouring school to have exposure mainly to the students of science stream to create interest in them and to get them science minded in their carrier choices.

The meeting ended with vote of thanks to the chair.

  
Co-ordinator, IQAC  
Deshabandhu Mahavidyalaya  
Chittaranjan

  
Teacher-In-charge  
Deshabandhu Mahavidyalaya  
Chittaranjan