



KANDI RAJ COLLEGE

(Govt. Sponsored)

Kandi, Murshidabad, West Bengal- 742137

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Internal quality Assurance Cell

Minutes of the IQAC Meeting (Dated: 01.03.2019)

A meeting of the Internal quality Assurance Cell is held on 01.03.2019 at the Principal's Chamber.

The following members were present:

- (a) Prof. Dwarakeswar Dutta, Teacher-in-Charge & Chair Person of the IQAC
- (b) Dr. Hena Sinha, Member, Governing Body (other than TR).
- (c) Prof. Ila Biswas Guha Roy, Member, Governing Body.
- (d) Dr. Tapas Bandyopadhyay, Faculty member.
- (e) Prof. Rabiul Haque, Faculty member.
- (f) Dr. Sandip Kr. Basak, Faculty member.
- (g) Prof. Abdul Jaman Naser, Faculty member.
- (h) Prof. Jayanta Basu, Faculty member.
- (i) Dr. Jaharlal Pratihar, Member, Governing Body (TR).
- (j) Dr. Avijit Brahmachary, Member, Governing Body (TR).
- (k) Dr. Nasiruddin Mondal, Faculty member.
- (l) Mr. Himan Chowdhury, Librarian, Administrative member.
- (m) Prof. Ranendranath Datta, Ex-Prof. & Member of Governing Body, Kandi Raj College.
- (n) Sri Debashis Saha, Head Clerk, Administrative member.

- (o) Dr. Joydeep Roy, Faculty member & Coordinator, IQAC.

At the very outset the newly appointed IQAC coordinator Dr. Joydeep Roy welcomed the members and promised to uphold the core values of the institution through the enhancement of quality culture and to align the activities of IQAC for the overall development of the college.

Following are the resolutions adopted in the meeting:


Agenda 1: Review of the previous meeting held on 28.11.2018.

The minutes of the meeting held on 28.11.2018 are read and duly approved by the members.

Agenda 2: To discuss the preparation of IIQA.

The coordinator informed the members the college is about to submit the Institutional Information for Quality Assessment (IIQA) to NAAC to kickstart the assessment process.

This means that the final SSR (Self Study Report) will have to be submitted within the next forty-five days and for that to materialize the cooperation of all teaching and non-teaching staff is required.


(Dwarakeswar Dutta)
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To facilitate the matter the coordinator proposed that seven committees be set up, each handling a separate criterion of SSR.

The members accepted the proposal and requested the IQAC coordinator to construct the committees as he deems fit.

Agenda 3: To discuss the matter of registration of Alumni Association of the College.

The coordinator informed the members that the college has a functional Alumni Association, but the registration of the association is not done yet.

It is resolved that Teacher-in-Charge along with the coordinator, IQAC will take necessary initiative for the matter and facilitate the process of registration.

Agenda 4: To discuss the installation of vending machines for sanitary napkins.

The coordinator proposed that in this modern day and age installation of vending machines for sanitary napkins in the college, where almost fifty percent of the student is female, is a must. This will have a positive impact on the attendance of female students.

The committee unanimously approves the proposal and requests the Teacher-in-Charge to talk to relevant authorities as well as to private NGOs for installation of required vending machines.

Agenda 5: To discuss the construction of Rain Water Harvesting facilities.

The coordinator informed the meeting that as per the environmental policy of the college, introduction of the Rain Water Harvesting facility is a must in the college.

It is resolved that a new purpose-built facility be built in the vicinity of the New Science Building for this purpose. The matter is hereby referred to the Building Committee of the college for further process.


Agenda 6: Miscellaneous

- (a) Some members complained about the fact that the library and laboratory facilities of the college is still not up to the mark.

Librarian Mr. Himan Chowdhury intervened and elaborated some of the work already done in the college library to improve the condition there. However he conceded that full library automation is yet to be materialized due to lack of funds.

It is resolved that, funds permitting, the library should be fully automated. The matter is referred to the Finance Committee for their input.

- (b) The Teacher-in-Charge informed the meeting that due to the introduction of new CBCS curriculum, the syllabi for practical has changed drastically. To keep up with the changes, the


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college needs a huge sum of money for upgradation of the laboratory facilities. He also informed that the college is already in talks with several funding agencies to tide over the situation.


It is resolved that the work to upgrade the departmental laboratories be taken up on a priority basis, and necessary funds be allocated to the project.

(c) Member, Dr. Tapas Bandyopadhyay raised the issue of the college not having a dedicated NCC unit.

Members unanimously adopted a proposal to introduce NCC course in the college as early as possible. The Teacher-in-Charge is requested to take initiative in this matter along with the NSS coordinator.

The coordinator informed the meeting that the next meeting will be held in the month of May/ June, before the start of the next academic session.

The meeting ended with a formal vote of thanks.


(Dwarakeswar Dutta)
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