



Phone : 06-3214-272268
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Office of the Principal
BAGNAN COLLEGE
(An Institution, Assessed and Accredited by The NAAC)
(Estd. - 1958)
P.O. : BAGNAN * DIST : HOWRAH
Pincode : 711 303

Ref. No. _____

Date _____

To,

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Dear Sir/Madam,

I have the honour to inform you that a meeting of the IQAC of Bagnan College, Bagnan, Howrah, will be held on 23.07.2019 at 2.30 P.M. in the Principal's Chamber in order to transact the following businesses.

Your presence is highly solicited.

Thanking you,

Yours truly,

Srabani Basu 18.07.19.

Srabani Basu, Coordinator, IQAC.

IQAC
Co-ordinator
BAGNAN COLLEGE
Bagnan, Howrah

Agenda:

1. Reading and confirmation of the proceedings of the meeting of the IQAC held on 21.05.2019.
2. Discussions regarding Best Practices for the session 2019-20.
3. Organizing Blood Donation Camp jointly with the NSS units of the College and RKM Belur Math.
4. Organizing a State Level Seminar on NAAC Requirements under New Guidelines.
5. Organizing Awareness Programme of different Government Schemes for financial assistance of college students, like Kanyashree, Aikyashree, Vivekananda merit Scholarship etc.
6. Organizing Career cum job awareness programme.
7. Organizing Tobacco Awareness Programme jointly with the NSS units of the College and Howrah District Tobacco Control Cell under CMO, Howrah.
8. Organizing workshop on Students Induction Programme as per UGC guidelines.
9. Organizing a felicitation programme of Teaching staff for receiving M.Phil and Ph.D degrees and other National/ International awards.
10. Considering the issue of Rain water harvesting.
11. Considering the issue of beautification of the College campus and gardening.
12. Organizing cultural programmes and observing National Days in befitting manner.
13. Organizing ICT Training & Development Programme for Teaching staff.
14. Organizing Gender Equity Programme.
15. Miscellaneous.

Meeting of IQAC of Bagram College, Haryana
held on 23.07.2019 at 2:30 PM at Principals Chamber

Members Present

1. D. Khurshid / 23/7/2019
2. P. Chaudhary 23.7.19.
3. Soabani Bani 23.7.19.
4. P. Chaudhary 23/7/19
5. Abhijit Pramanik 23/7/19
6. Jm 23/7/19
7. CKDe 23.7.19
8. Madhavi Biswal 23/07/19
9. ~~NA~~ 23/07/19



Phone : 96-3214-272258
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Date _____

Minutes of the proceedings of the meeting of the IQAC of Bagnan College, Bagnan, Howrah, held on 23.07.2019 at 2.30 p.m. at the Chamber of the Principal.

Members Present:

1. Dr. Badal Kumar Maity
2. Dr. Pratip Kumar Chowdhury
3. Smt. Srabani Basu
4. Mr. Piyas Chakraborty
5. Mr. Abhijit Pramanik
6. Sri. Sumit Kumar Sahu
7. Dr. Chandan Kumar De
8. Dr. Madhabi Biswas
9. Dr. Amiya Kumar Nayak (Invitee)

President of the Meeting: Principal Dr. Badal Kumar Maity, Chairman, IQAC, presided over the meeting.

Discussion and Resolutions: Following businesses were transacted in the meeting of the day:

Agendum 1. Reading and confirmation of the proceedings of the meeting of the IQAC held on 21.05.2019.

Discussion and Resolution 1: Proceedings of the last meeting of the IQAC of the College held on 21.05.2019 was read and confirmed unanimously.

Agendum 2. Discussions regarding Best Practices for the session 2019-2020.

Discussion and Resolution 2: Considering the issue of Best Practices for the session 2019-2020 the following suggestions were put forwarded by the members.

- i) Initiating Rain water harvesting.
- ii) Introducing Electronic display boards to convey important schedules to students and others and to be placed at Central library, Office and other suitable places.



iii) Singing the National Anthem every day at 10.00 a.m.

iv) To maintain the campus free from plastic.

The members discussed the issues including the suggestions; it was resolved unanimously that all of the proposals be introduced as good practices. Dr. Chandan Kumar De and Mr. Piyas Chakraborty suggested to enquire into the protocol, if any, regarding singing of the National Anthem on a daily basis.

Agendum 3. Organizing Blood Donation Camp jointly with the NSS units of the College and RKM Belur Math.

Discussion and Resolution 3: Considering the issue of organizing a Blood Donation Camp jointly with the NSS units of the College and RKM Belur Math, the Principal informed that a preliminary discussion has been initiated with N.R.S Hospital and RKM Belur Math and a camp will be organized within 2nd week of August. The members appreciated the action and it was resolved unanimously that necessary steps to be taken to make the camp successful.

Agendum 4. Organizing a State Level Seminar on NAAC Requirements under New Guidelines.

Discussion and Resolution 4: Considering the issue of organizing a State Level Seminar on NAAC Requirements under New Guidelines, a probable date for the Seminar has been resolved as 10th August. Dr. Pratip Kumar Choudhuri suggested the title of the seminar as "The New Modalities of NAAC Assessment". The members unanimously accepted it and resolved unanimously that Dr. Amiya Kumar Nayak and Dr. Manas Ghose be acted as Joint Conveners for the State Level Seminar.

Agendum 5. Organizing Awareness Programme of different Government Schemes for financial assistance of students, like Kanyashree, Aikyashree, Vivekananda merit Scholarship etc.

Discussion and Resolution 5: Considering the issue of organizing of Awareness Programme for different Government Schemes, it was reported that one such program had already been organised. It was resolved unanimously that more programmes in this context should be arranged for the benefit of the students.

Agendum 6. Organizing Career cum job awareness programme.

Discussion and Resolution 6: Considering the issue of organizing of career cum job awareness programme, it was resolved unanimously that awareness programme should be arranged frequently for the final year students.

Agendum 7. Organizing Tobacco Awareness Programme jointly with the NSS units of the College and Howrah District Tobacco Control Cell under CMO, Howrah.



Discussion and Resolution 7: I Considering the issue of organizing Tobacco Awareness Programme it was resolved unanimously that an Awareness Programme on Tobacco be organized jointly with the NSS units of Bagnan College and Howrah District Tobacco Control Cell and a Poster exhibition will also be held to promote the awareness.

Agendum 8. Organizing workshop on Students Induction Programme as per UGC guidelines.

Discussion and Resolution 8: Considering the issue of organizing Tobacco Awareness Programme for organizing one workshop on Students Induction Program, The Principal reported that notification of has already been given and some departments have already started their respective activities with the students. It was resolved unanimously that Internet Workshop be arranged both for Teaching and Non-Teaching staff. Dr. Chandan Kumar De, Dr. Madhabi Biswas and Dr. Amiya Kumar Nayak be requested to take initiative in this regard.

Agendum 9. Organizing a felicitation programme of Teaching staff for receiving M.Phil and Ph.D degrees and other National/ International awards.

Discussion and Resolution 9: Considering the issue of the felicitation programme of Teaching staff for receiving M. Phil and Ph. D. degree and other National and International awards, it was resolved unanimously that it will be arranged shortly.

Agendum 10. Considering the issue of Rain water harvesting.

Discussion and Resolution 10: Considering the issue of consideration of Rain water harvesting it was resolved unanimously that Dr. Pratip Kumar Chowdhury and Dr. Chandan Kumar De will take thae initiative to draft the plan of action to be taken, at the earliest.

Agendum 11. Considering the issue of beautification of the College campus and gardening.

Discussion and Resolution 11: Considering the issue of Beautification of the College campus and gardening, it was resolved unanimously that in addition to the latest drive for plantation and beautification, more drive shall be taken for enhancing the aesthetics and cleanliness.

Agendum 12. Organizing cultural programmes and observing National Days in befitting manner.

Discussion and Resolution 12: It was resolved unanimously that specific cultural program should be organized at regular interval involving the students. Regarding observing of National Days, it has been resolved that different teams of teachers formed by rotation should take the initiative.



Agendum 13. Organizing ICT Training & Development Programme for Teaching staff.

Discussion and Resolution 13: Resolved unanimously that ICT Training Development Programme for teaching staff be organized with the help of competent authorities and the possible time frame shall be chalked out.

Agendum 14. Organizing Gender Equity Programme.

Discussion and Resolution 14: Resolved unanimously that Gender Equity Program be organised internally with the help of the Teachers in the last week of the month of August, tentatively.

Agendum 15. Miscellaneous.

Discussion and Resolution 15: The Principal reported the following activities:

1. Student Induction Program initiated.
2. Anti-Tobacco notice has been served to make the campus Tobacco free.
3. Dengue Awareness program has been organized.
4. 'UTKARSHO BANGLA' program has been organized by the Bagnan B.D.O. office and the college.
5. ICT Training and Development program for Non-Teaching staff has been organized.

Principal proposed the introduction of Bio-metric system for Attendance. Co-ordinator IQAC requested once again for active co-operation of the members for the preparation of AQAR.

The meeting ended with the vote of thanks to the Chair.

Srabani Barui
23/07/19

IQAC
Co-ordinator
BAGNAN COLLEGE
Bagnan, Howrah

B. K. Prasad
23/07/2019
Principal
Bagnan College, Bagnan, Howrah



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Date 08.11.2019.

To

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Dear Sir/Madam,

I have the honour to inform you that a meeting of the IQAC of Bagnan College, Howrah, will be held on 15.11.2019, Friday, at 2.00 P.M. in the Principal's Chamber in order to transact the following businesses.

Your presence is highly solicited.

Thanking you,

Yours truly,

Srabani Basu 08/11/2019

Srabani Basu, Coordinator, IQAC.

IQAC
Co-ordinator
BAGNAN COLLEGE
Bagnan, Howrah

Agenda:

1. Reading and confirmation of the proceedings of the meeting held on 23.07. 2019
2. Placing of final draft of AQAR 2015-16 and AQAR 2016-17.
3. Considering the up gradation and necessary change of the College Website.
4. Organizing Thalassemia detection camp.
5. Miscellaneous.

Meeting of IGAC of Bagran College, Howrah
held on 15.11.2019 at 2.00 PM at Principal's Chamber

Members Present :

1. B. Prasad 15/11/19
2. Prakash Kumar 15.11.19
3. Sonbani Barua 15/11/19
4. Abhijit Brahmachari 15/11/19
5. Chandankumar Be 15.11.19
6. Anuja Kumar Nayak 15.11.19
7. Madhavi Das 15/11/19
8. Pooja Chakrabarti 15/11/19



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Minutes of the proceedings of the meeting of the IQAC of Bagnan College, Bagnan, Howrah, held on 15.11.2019 at 2.00 p.m. at the Chamber of the Principal.

Members Present:

1. Dr. Badal Kumar Maity
2. Dr. Pratip Kumar Chowdhury
3. Smt. Srabani Basu
4. Mr. Abhijit Pramanik
5. Dr. Chandan Kumar De
6. Dr. Amiya Kumar Nayak (Invitee)
7. Dr. Madhabi Biswas
8. Mr. Piyas Chakraborty

President of the Meeting: Principal Dr. Badal Kumar Maity, Chairman, IQAC, presided over the meeting.

Discussion and Resolutions: Following businesses were transacted in the meeting of the day:

Agendum 1. Reading and confirmation of the proceedings of the meeting of the IQAC held on 23.07.2019.

Discussion and Resolution 1: Proceedings of the last meeting of the IQAC of the College held on 23.07.2019 was read and confirmed unanimously.

Agendum 2. Placing of final draft of AQAR 2015-16 and AQAR 2016-17.

Discussion and Resolution 2: Regarding placing of final draft of AQAR 2015-16 and AQAR 2016-17, the drafts have been placed. Members recommended for submission of AQAR 2015-16 and AQAR 2016-17.

Agendum 3: Considering the up gradation and necessary change of the College Website.

Discussion and Resolution 3: Regarding the consideration of the up gradation and necessary change of the College Website, the Principal said that the work will be started soon and may be completed by the first week of December 2019. The Coordinator of IQAC added that the uploading of the AQARs can be started after the up gradation of the College Website. The members welcomed the action plan unanimously.



Agendum 4.Organizing Thalassemia detection camp.

Discussion and Resolution 4:Regarding organizing Thalassemia detection camp the members unanimously decided that it will be organized at the end of January 2020 after the completion of Semester III and Semester I examinations of the University of Calcutta.

Agendum 5.Miscellaneous.

Under miscellaneous the Principal proposed the following Table Agendum :

Introducing the courses i) Journalism and Mass Communication

ii) Library and Information Studies

The members discussed the matter at length and suggested that, introduction of Journalism and Mass Communication course may be considered but the members were not in favour of introducing Library and Information Studies course at present. Dr. Chandan Kumar De suggested that introducing courses on Agriculture and Floriculture could be more beneficial for the students of this locality.

Later the following issues were discussed :

- i) Dr. Madhabi Biswas and Mr. Piyas Chakraborty pointed out that several number of Guest Lectures are essential for carrying out the courses from the forthcoming Semesters. The Principal requested them to place the requisition for the required number of Guest Lecturers at the earliest.
- ii) Smt. Srabani Basu said that per class remuneration for the teachers of the on-going 'Communicative English' course need to be decided. The members unanimously decided Rs. 400.00 per class as remuneration for the said course.
- iii) Smt. Srabani Basu reported to the members that several teachers had requested her for additional computers with high-speed internet facilities to complete the marks uploading works in time. All the members felt the importance of this issue and requested the Principal to do the needful on an urgent basis.

The meeting ended with the vote of thanks to the Chair.

Srabani Basu
15/11/19

IQAC
Co-ordinator
BAGNAN COLLEGE
Bagnan, Howrah

B. K. Roy
15/11/2019
Principal
Bagnan College, Bagnan, Howrah