



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes

Meeting No - 1
Date 16.12.2014

venue- Principal's Chamber
Time- 3 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Navneet Acharya – Member
4. Satap Halder- Member
5. Jayanta Ghosh- Member
6. Tapam Kr. Sahu – Member

Agenda:

1st Meeting of the IQAC.

Resolution:

The TIC & Chairperson of IQAC of this college took the chair and the meeting begins.

1. The TIC informed the members that as per UGC Guideline for establishment of Internal Quality Assurance Cell (IQAC), the committee of IQAC of this college is formed as per G.B. Meeting No 108 dated 12.11.2014, agenda no 3. The committee is as follows:
 1. Kinkar Das- TIC & Chairperson
 2. Goutam Kumar Mandal (Asst. Prof. in Bengali) - Coordinator
 3. Satap Halder (Asst. Prof. in Philosophy)- Member
 4. Navneet Acharya (Asst. Prof. in Hindi)- Member
 5. Tapan Kumar Sahu –(Cashier of the college)- Member
 6. Soumitra Sen (Associate Prof. in Geography, A.M. College Jhalda)- member
 7. Jayanta Ghosh (Local Community & Staff B.D.O. office, Baghmundi)- Member
 8. Chandi Charan Sing Mura (Asst.Prof. in Bengali, Maharaja Manindra Chandra College, Kolkata-03) Alumni & Member.
2. The TIC wished that the newly formed body will act for the academic progression of the college as well as it will help the college administration in its regular activities as per rules provided. The TIC also informed the members that UGC sanctioned a seed money of Rs. 3,00,000/00 (Rs. Three Lakh only) vide letter no F.IQAC-W 301/13-14(ERO) date 19th March 2014 for the expenditure of five years.

As no other agenda was left to discuss, the meeting ends with thanks to the chair.

Signature of the Chairperson

Signature of the Coordinator

[Handwritten Signature]
Secretary & Teacher In-Charge
Netaji Subhas Ashram Mahavidyalaya
At + P.O. Suisa, Dist. - Purulia
West Bengal

[Handwritten Signature] 16-12-14
Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes

Meeting No - 2

Date 6.2.2015

venue- Principal's Chamber

Time- 3 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Navneet Acharya – Member
4. Satap Halder- Member
5. Jayanta Ghosh- Member
6. Tapam Kr. Sahu – Member

Agenda:

1. For organise the national seminar on 'Influence of Folk life and culture on Indian literature : with special reference to Hindi, Bengali & English Literature'.
2. Miscellaneous

Resolution:

The TIC & Chairperson of IQAC of this college took the chair and the meeting begins.

1. Resolved that an UGC sponsored national seminar will be held on 20th March, 2015 in the seminar hall of the college. An organising committee for this seminar is formed.

The name of the members of this committee are as follows:

- i. Kinkar Das- TIC & Chairman
- ii. Goutam Kr. Mandal- Convenor
- iii. Navneet Acharya- Member
- iv. Satap Halder- Member
- v. Jnan Bhusan Maji- Member
- vi. Kapil Charan Ganguly


The Topic of the seminar stated above . The organising committee will prepare the invitation letter for the seminar and will finalize the list of Resource Persons and Guests.

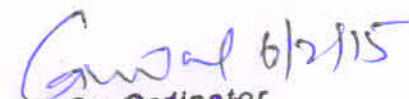
2. It is decided that the TIC and the coordinator of IQAC will do their best so that a satisfactory number of participants can attend the seminar.

As no other agenda was left to discuss, the meeting ends with thanks to the chair.

Signature of the TIC & Chairperson

Signature of the Coordinator


Secretary & Teacher in-charge
Netaji Subhas Ashram Mahavidyalaya
At. P.O.-Suisa, Dist.- Purulia
West Bengal


Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes

Meeting No - 3
Date 17.7.2015

venue- Principal's Chamber
Time- 3 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Navneet Acharya – Member
4. Satap Halder- Member
5. Jayanta Ghosh- Member
6. Tapam Kr. Sahu – Member

Agenda:

1. Regarding beginning of the classes for the new session of 2015-16
2. Regarding preparation of class Routine for 2015-16
3. Regarding Library Reading Room
4. Regarding Departmental Libraries.

Resolution Adopted:

The TIC & Chairperson of IQAC of this college took the chair and the meeting begins.

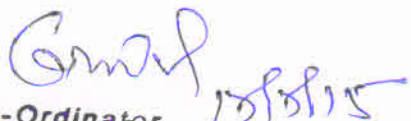
1. It is decided that part II and Part III classes will be start from 20th July, 2015 and Part I class will start from 29th July, 2015. The TIC already hold a meeting with other teachers and advised them to take necessary step so that the syllabus can be completed in due time,
2. It is also decided that class routine for academic session 2015-16 will be prepared by IQAC coordinator with the help of all HODs and other teachers. The TIC told the IQAC Coordinator to complete the routine as early as possible.
3. It is also decided that the adjacent room of the library will be refurbished as Library Reading Room for students.
4. It is also decided that four Departmental Libraries will be set up for smooth running of four Honours department. For each library two almirrah and one table will be purchased. The teachers are also requested to submit the required lists of books as early as possible to purchase for this departmental libraries.

As no other agenda was left to discuss the meeting ends with thanks to the chair.

Signature of the Chairperson

Signature of the Coordinator


Secretary & Teacher In-charge
Netaji Subhas Ashram Mahavidyalaya
At.+P.O.-Suisa, Dist.- Purulia
West Bengal


Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes

Meeting No - 4
Date 15.9.2015

venue- IQAC Room
Time- 1 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Navneet Acharya – Member
4. Satap Halder- Member
5. Umashankar Roy- Member
6. Tapam Kr. Sahu – Member
7. Enamul Haque – Member

- Agenda:**
- 1 Regarding Class Assessments.
 - 2.Regarding Utilisation of Departmental Libraries.
 3. Regarding Utilisation of Library Reading Room.
 4. Regarding Inter-college Football Tournament 2015-16
 5. Miscellaneous.

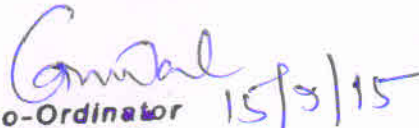
Resolution Adopted:

The TIC & the chairperson of the IQAC took the chair and the meeting begins.

1. Resolved that there will be a class assessment for all subjects in every stream. The assessment will be of 50 marks or 20 marks, the concerned subject teacher will decided full marks of the assessment.
2. It is decided that the students will be encouraged to use the departmental libraries of four Hons. Subjects. The concern subject teachers may also use the departmental libraries. Not only Hons. Students, he students of the General course may use the departmental libraries.
3. It is also decided that the students will encouraged to use the library reading room which is well equipped for them now. Students may read news papers, Journals and books in this room. A general register will be kept by the library staff for this library reading room.
4. It is decided that the coordinator of the IQAC will act as team manager for the college Football Team for inter college football tournament which will be held on 21 & 22 Sept. 2015 at M.M. Mahavidyalaya football ground, Kashipur. Prof. Makar Ch. Mahato will help Sri Mandal for making the team ready for this tournament.

As no agenda was left to discuss the meeting ends with thanks to the chair.

Signature of the Coordinator, IQAC


Co-Ordinator 15/9/15
IQAC
N.S.A. Mahavidyalay.
Suisa, Purulia

Signature of the TIC


Secretary & Teacher in-charge 15/9/15
Netaji Subhas Ashram Mahavidyalaya
At.+P.O.-Suisa, Dist.- Purulia
West Bengal



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes

Meeting No 5

Venue-IQAC Room

Date 18.11.2015

Time- 3 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Navneet Acharya – Member
4. Satap Halder- Member
5. Umashankar Roy- Member
6. Tapam Kr. Sahu – Member
7. Enamul Haque – Member

Agenda: 1. Regarding NAAC & SSR Preparation

2. Regarding Organizing a workshop on Quality Development in Higher Education.

Resolution Adopted:

1. It is resolved that the college will start a drive for accreditation by UGC NAAC, It is a very hard work and the TIC asked the members for this huge work and preparation. For accreditation by NAAC a Self Study Report (S.S.R.) is a very important document. Unanimously a committee for SSR preparation is formed with the following members:

Advisors :

- i. Prof. Susmita Choudhury (President of the G.B.)
- ii. Dr. Soumitra Sen (Sr. Member, IQAC)
- iii. Prof. Pravat Mandal (University Nominee for G.B.)

Chairperson: Prof. Kinkar Das (T.I.C.)

Members:

- i. Goutam Kr. Mandal (Coordinator, IQAC)
 - ii. Dr. Enamul Haque, Asst. Prof. in Geography
 - iii. Navneet Acharya, Asst. Prof in Hindi
 - iv. Umashankar Roy, Asst. Prof. in English
 - v. Satap Halder, Asst. Prof. in Philosophy
 - vi. Tapan Kr. Sahu, Cashier
 - vii. Rajendranath Mahato, G.B. Member
 - viii. Budhulal Kuiry, O.B.
 - ix. Budhram Sing Mura, O.B.
2. It is also resolved that a workshop in 'Quality Development in Higher Education' will be organised as per date given by I.C. of S.K.B. University.

The TIC asked the members to prepare the SSR with getting help from each other and also other colleges. The coordinator of IQAC assured the members that with the support of all members the SSR will be ready until 15th Dec. 2015.

As no other agenda was left to discuss the meeting ends with thanks to the chair.

IQAC Coordinator

Co-Ordinator
IQAC

N.S.A. Mahavidyalaya
Suisa, Purulia

Chairperson & TIC

Secretary & Teacher in-charge
Netaji Subhas Ashram Mahavidyalaya
Suisa, Purulia



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes

Meeting No 6

Venue-IQAC Room

Date 20.07.2016

Time- 3 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Satap Halder- Member
4. Navneet Acharya – Member
5. Umashankar Roy- Member
6. Tapam Kr. Sahu – Member

- Agenda :**
1. Regarding New Academic Session & Preparation of Academic calendar
 2. Regarding Routine for 2016-17
 3. Regarding Departmental Libraries
 4. Regarding Submission of Seminar proposals to UGC
 5. Miscellaneous.


Resolution Adopted:


1. It is resolved that the 1st year classes for new academic session 2016-17 will be start from 26.7.2016. The IQAC Coordinator is authorised to prepare the academic calendar for this new academic year. All academic activities will be carry out as per this calendar.
2. The IQAC coordinator is also authorised to prepare the class routine for this year. He will take help from all the teachers. The TIC requested the teachers to complete their syllabus in every stream in due time.
3. The Coordinator of the IQAC requested all the teachers to issue books for the students regularly from the departmental libraries. After 7 or 10 days the issued books should be returned to the library. It is mentioned that the concerned teachers are the only authority for the issue and return and maintenance of all departmental libraries.
4. It is also decided that all departmental H.O.Ds will filled up Seminar Proposals for their subject area and it will be sent to the UGC, Eastern Regional Office for UGC's sanctioned and approved. All teachers are requested to get ready the proposals as early as possible.

As no other agenda was left to discuss the meeting ends with thanks to the chair.

IQAC Coordinator

Chairperson & TIC


Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia


Secretary & Teacher In-charge
Netaji Subhas Ashram Mahavidyalaya
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NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes:

Meeting No 7

Venue-Teachers Room

Date 04.01.2017

Time- 4 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Navneet Acharya – Member
4. Umashankar Roy- Member
5. Tapam Kr. Sahu – Member
6. Enamul Haque – Member

Agenda i. Regarding receiving Students Feedback from 3rd year students.

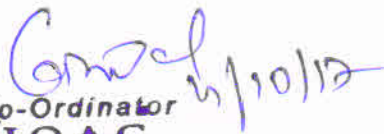
Resolution Adopted:

- i. It is unanimously resolved that in the prescribed format of UGC a Feedback of teachers and the Institution will be received from the 3rd year students at the time of their Test Examination which is going to be start from 09.01.2017.
All the teachers agreed in this matter. It is also resolved that after getting Feedback from students the teachers and the institution will rectify their shortages.

As no other agenda was left to discuss the meeting ends with thanks to the chair.

Signature of IQAC Coordinator

Signature of TIC & Chairperson, IQAC


Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia


Secretary & Teacher In-charge
Netaji Subhas Ashram Mahavidyalaya
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West Bengal



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC meeting with all Teaching & Non Teaching Staff

Meeting No 8

Venue-Teachers Room

Date 9.8.17

Time- 4 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Budhulal Kuiry
4. Umashankar Roy- Member
5. Dibakar Gorai
6. Sourav Singha
7. Chandan Poddar
8. Gourinath Kaibartya
9. Dipak Majumder
10. Sudhodhan Kumar
11. Arindam Gayen
12. Pulakeswar Mahato
13. Makar Ch. Mahato
14. Tapam Kr. Sahu – Member

Agenda:

- i. Regarding C.B.C.S. Syllabus in the first time
- ii. Regarding Academic issues for the 1st Semester
- iii. Regarding Purchasing of Books for Departmental libraries and Main Library
- iv. Regarding Library Automation System and Library Up-gradation.
- v. Miscellaneous.

Resolution Adopted:

- i. The TIC & the Chairperson of the IQAC informed the members that new C,B.C.S (Choised Based Credit System) syllabus is introduced by the S.K.B. University from this session i.e. 2017-18. The newly admitted students are the 1st semester students of this new system. The teachers are well-known about the new syllabus, as they have already participated in subject-wise workshops conducted by the University. They have to prepare themselves for the new pattern and syllabus.
- ii. As the new CBCS system introduced , the two systems of academic activities will be running in the college for the coming two years, one is CBCS pattern and the is year-wise pattern. The Coordinator of IQAC is authorised to prepare the routine for academic session 2017-18 with the help of other teachers. The 1st semester final examination will be held in the last week of December or 1st week of January 2018. So the teachers are requested to carry out their classes as per routine keeping in minds to complete all syllabuses of CBCS and year-wise students.

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Department libraries are functioning well in four departments. It is resolved that essential books will be purchased in these libraries. All the H.O.Ds are requested to prepare a list of purchasing books.


- iv. It is resolved that the main library of the college will be automated and computerised through UGC recommended software SOUL 2.0. The G.B. will act regarding this for the automation of the library.

V. Miscellaneous:

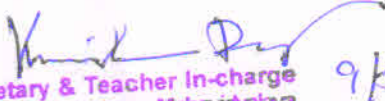
- i. The T.I.C. informed the members that local panchayet will do some developmental works in the college through MGNRGA scheme. The works are ground levelling of the college play ground, ground levelling in front of the college and a P.C.C. Road construction from college gate to the college office. The college has no financial transaction in all of these works. The members agree regarding these works.

As no other agenda was left to discuss the meeting ends with thanks to the chair.

Signature of the coordinator, IQAC


Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia

Signature of the TIC with Date


Secretary & Teacher In-charge
Netaji Subhas Ashram Mahavidyalaya
AL+P.O.-Suisa, Dist.- Purulia
West Bengal
9/8/17



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUIISA, PURULIA (W.B.)

IQAC Minutes

Meeting No 9

Venue-Teachers Room

Date 09.01.2018

Time- 4 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Navneet Acharya – Member
4. Umashankar Roy- Member
5. Tapam Kr. Sahu – Member
6. Enamul Haque – Member
7. Jayanta Ghosh- Member

Agenda:

- i. Regarding preparation of Academic Audit to be held on 30.01.2018 by S.K.B.U. Purulia.
- ii. Regarding starting of 2nd sem class.

Resolution Adopted:

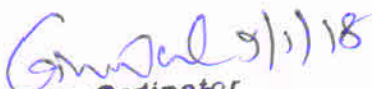
The TIC as well as the chairperson of the IQAC Prof. Kinkar Das took the chair and the meeting begins.


- i. The coordinator of the IQAC Prof Goutam Kr. Mandal described the format of the academic audit submitted by the University. All the teachers come forward for a successful academic audit. The University team will visit the college on 30.01.2018 for this move. The teacher-in-charge requested the teachers to act accordingly for a successful academic audit.
- ii. It is also resolved that the classes for 2nd semester students will be start from 16.01.2018 as per University & college's academic calendar.

As no outhr agenda was left to discuss the meeting ends with tahnks to the chair.

Signature of the coordinator with date

Signature of the T.I.C with Date & Seal


Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia


Secretary & Teacher In-charge
Netaji Subhas Ashram Mahavidyalaya
At.+P.O.-Suisa, Dist.- Purulia
West Bengal



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes

Meeting No 10

Venue-Teachers Room

Date 05.09.2018

Time- 4 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Gopal Chandra Prasad
4. Navneet Acharya – Member
5. Umashankar Roy- Member
6. Tapam Kr. Sahu – Member
7. Enamul Haque – Member
8. Jayanta Ghosh- Member

Agenda:

- i. To continuation of the classes peacefully
- ii. Functioning of departmental libraries
- iii. Regarding shortfall of class room
- iv. Regarding central library

Resolution adopted:

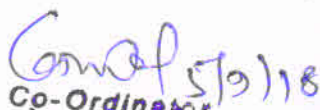
The TIC as well as the chairperson of the IQAC Prof. Kinkar Das took the chair and the meeting begins.


- i. The TIC asked the teachers to take their classes as per college routine (2018-19) and complete their respective syllabi timely. He also informed the members that the internal evaluation for the 1st sem and 3rd sem is likely to be held in last week of November, 2018. Before that all syllabi should be completed.
- ii. The coordinator & the TIC specifically emphasised to operate the departmental libraries by the head or any teacher of every department, so that the students do not suffer.
- iii. It is also resolved that few rooms to be managed from the college building in order to overcome the shortfall of classrooms. The TIC informed the members that 2/3 class rooms can be managed temporarily.
- iv. The TIC informed the members that the automation work of the central library is completed and the data entry for the membership is in process. Very shortly the library will start its general works of issue-return of books for the students and teachers.

As no agenda are left to discuss the meeting ends with thanks to the chair.

Signature of the Coordinator, IQAC

Signature of the TIC with date & Seal


Co-Ordinator
IQAC
N.S.A. Mahavidyalaya,
Suisa, Purulia


Secretary & Teacher In-charge
Netaji Subhas Ashram Mahavidyalaya
At.+P.O.-Suisa, Dist.- Purulia
West Bengal



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes

Meeting No 11

Venue-Teachers Room

Date 19.12.2018

Time- 4 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Gopal Chandra Prasad
4. Navneet Acharya – Member
5. Umashankar Roy- Member
6. Tapam Kr. Sahu – Member
7. Enamul Haque – Member
8. Jayanta Ghosh- Member

Agenda:

1. NAAC committee reformation
2. Regarding departmental wall magazine
3. Regarding the introduction of Two Hons courses, One programme course and four certificate courses.

Resolution Adopted:

1. It is decided that as per the instruction from H.E. Department, Govt. of W.B. and from the S.K.B. University, the college once again try its best for the accreditation from NAAC. Therefore a NAAC committee is formed with a new coordinator.

The committee is as follows:

- i. Prof. Kinkar Das- TIC & Chairperson
- ii. Prof. Sourav Singha- NAAC Coordinator
- iii. Prof. Goutam Kr. Mandal- Member
- iv. Prof. Navneet acharya – Member
- v. Dr. Enamul Haque- Member
- vi. Prof. Dipak Majumder- Member
- vii. Prof. Chandan Poddar – Member
- viii. Prof. Arindam Gayen- Member
- ix. Prof. Umashankar Roy – Member
- x. Prof. Gourinath Kaibartya – Member
- xi. Sri Tapan Kumar Sahu- Member

It is also resolved that the NAAC Coordinator will try his level best for the preparation of SSR as per recent NAAC guideline with the help of the other members. All the members have to abide by the instruction of the NAAC Coordinator regarding preparation of SSR.

2. It is decided that two departmental wall magazines will be published soon, one for language subjects and the other for History, Geography, Philosophy and Political

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Science. If it is possible every dept. can publish their own departmental wall magazine.

3. It is also decided that as per G.B. Meeting no 128 date 18/12/2018 two new Hons courses will be introduced from coming academic year as well as one programme course. courses are :
- i. Hons in Political Science
 - ii. Hons in Philosophy
 - iii. Program Course in Education.

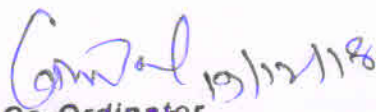
Regarding Four Certificate Course:

Four Certificate courses were continuing from 2017-18 session. It is now decided that as per G.B. Resolution no 128 date 18/12/18 the college will apply to the University for the approval of these six months certificate courses. These Courses are:


- i. Elementary Hindi
- ii. Elementary English
- iii. Kurmali
- iv. Tribal studies.

As no other agenda was left to discuss the meeting ends with thanks to the chair.

Signature of the Coordinator


Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia

Signature of the Chairperson & TIC


Secretary & Teacher In-charge
Netaji Subhas Ashram Mahavidyalaya
At. + P.O. - Suisa, Dist. - Purulia
West Bengal
18/12/18



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes

Meeting No 12

Venue-TIC's Room

Date 29/01/2019

Time- 1 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Gopal Chandra Prasad
4. Navneet Acharya – Member
5. Umashankar Roy- Member
6. Tapam Kr. Sahu – Member
7. Enamul Haque – Member
8. Jayanta Ghosh- Member

Agenda:

1. Regarding 2nd & 4th sem classes
2. Miscellaneous .

Resolution Adopted:

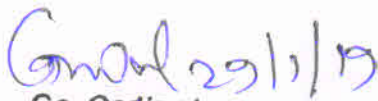
1. It is decided that 2nd and 4th semester classes will be start from 01.02.2019. The Tic asked all teachers to take care about class-teaching and complete the syllabuses in due time.


Miscellaneous:

- i) It is also decided that regular classes will be held at the smart class room, especially the Honourse classes of Geography, English, History and some Hons classes of Bengali will be held at smart class room.
- ii) It is also resolved that Prof. Navneet Acharya will take part in the Orientation programme under Burdwan University H.R.D.C. from 01.02.2019 to 28.02.2019 as per the permission of the college authority.

Signature of the Coordinator, I.Q.A.C.

Signature of the T.I.C.


Co-Ordinator
IQAC
N.S.A. Mahavidyalay.
Suisa, Purulia


Secretary & Teacher In-charge
Netaji Subhas Ashram Mahavidyalaya
AL+P.O.-Suisa, Dist.-Purulia
West Bengal



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes

Meeting No 13

Venue-TIC's Room

Date 05/03/2019

Time- 2 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Gopal Chandra Prasad
4. Navneet Acharya – Member
5. Umashankar Roy- Member
6. Tapam Kr. Sahu – Member
7. Enamul Haque – Member
8. Jayanta Ghosh- Member

Agenda:

- 1.Regarding Continuation of Classes Properly.
2. Regarding NSS Special camp
3. Miscellaneous.

Resolution Adopted:

1. The TIC asked all members of the IQAC to cheque the syllabus of every department. Every teacher has to be complete their syllabus before the internal evaluation. It is also decided that the IQAC coordinator with the help of other faculty member will visit every department to know the completion limit of the syllabus. It is also decided that every department can invite external faculty under faculty exchange initiative.
2. It is decided that the NSS special camp will be held from 11.3.2019 to 17.3.2019 at the adopted village of NSS unit. NSS programme officer with the help of other teachers will guide the camp. The plan and programme of the camp will be chalked out by the NSS programme officer.

Miscellaneous:

- i. It is decided that few books and journal will be purchased for English Department to cover-up the new syllabus.

Signature of the IQAC

Signature of the TIC

Goutam Mandal 5/3/19
Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia

Kinkar Das 5/3/19
Secretary & Teacher In-charge
Netaji Subhas Ashram Mahavidyalaya
At.+P.O.-Suisa, Dist.- Purulia
West Bengal



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)
IQAC Meeting Minutes

Meeting No 14

Venue- IQAC Room

Date 04/07/2019

Time- 12 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Gopal Chandra Prasad
4. Navneet Acharya – Member
5. Umashankar Roy- Member
6. Tapam Kr. Sahu – Member
7. Enamul Haque – Member
8. Jayanta Ghosh- Member

Agenda:

- i. Regarding NAAC
- ii. Regarding NTS Recruitment Examination
- iii. Regarding beginning of classes of 1st, 3rd and 5th Semester classes.
- iv. Miscellaneous.

Resolution Adopted:

- i. It is decided that accreditation by NAAC have to be done by the college. As per Govt. of W.B. initiative every college have to be accredited by NAAC. The preparation of SSR under new mode is going on by the NAAC Committee of this college. It is decided that SSR would be ready within December, 2019.
- ii. As per resolution and decision taken by the Governing Body the Non-Teaching Staff (Group- C) recruitment examination will be held on 7.7.2019. It is resolved taht every teacher will be present on that date and no leave is permitted on that day. As per G.B. & the criteria of the Govt. of W.B. the examination will be taken.
- iii. It is also decided that 5th and 3rd Semester classes will be start from 15.07.2019 as per routine. The first semester classes will be start from 23.07.19. Every teacher should be more careful in their teaching and they have to complete their syllabus in due time.

Misc:

- i. It is decided that the admission procedure which is running presently would be completely on-line basis and no student will have to come to the college before taking their admission. The admission committee with the consultation of the TIC will take necessary action in any dispute regarding admission.
- ii. It is also decided that Prof. Naneet Acharya will take part in the Refreshers Course in coming one/two months if his name is selected in any University HRDC centre as per his application.
- iii. It is also decided that tree plantation programme will be performed in this rainy season in the college campus. Every department will plant some plants in the coming months of August. The teachers and students of every department will have to present in the tree plantation programme.

Meeting ends with thanks to the chair.

Signature of the Coordinator IQAC

Comdial
Co-Ordinator 4/7/19
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia

Signature of the TIC.

Kinkar Das 4.7.19
Secretary & Teacher In-charge
Netaji Subhas Ashram Mahavidyalaya
At.+P.O.-Suisa, Dist.- Purulia
West Bengal



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes

Meeting No 15

Venue- IQAC Room

Date 12/09/2019

Time- 2 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Gopal Chandra Prasad
4. Navneet Acharya – Member
5. Umashankar Roy- Member
6. Tapam Kr. Sahu – Member
7. Enamul Haque – Member
8. Jayanta Ghosh- Member

Agenda: i. Regarding N.S.S. Day observation on 24th Sept. 2019

ii. Regarding 200th Birth Centenary Programme of Iwsarchandra Vidyasagar.

iii. Misc.

Resolution Adopted:

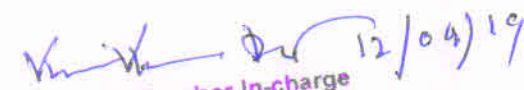
- i. It is resolved that the N.S.S. Day will be observed in the college on 24.09.2019 with proper dignity. The N.S.S. Programme officer will chalk out the plan & programme. It is advised that some external expert will motivate the students regarding N.S.S. activities.
- ii. It is also decided that the college will organise a special programme to mark the 200th Birth anniversary of Pandit Iswar Chandra Vidyasagar. The IQAC coordinator will chalk out the plan of the programme.

Miscellaneous:


- i. As per decision taken in the previous meeting it is hereby mentioned that Prof. Navneet Acharya has successfully completed his Refreshers Course from UGC HRDC Allahabad University from 20.08.2019 to 02.09.2019 (14 days).

Meeting ends with thanks to the Chair.

Signature of the TIC & Chairperson of IQAC


Secretary & Teacher In-charge
Netaji Subhas Ashram Mahavidyalaya
At+P.O.-Suisa, Dist.- Purulia
West Bengal

Signature of Coordinator


Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes

Meeting No 16

Venue- IQAC Room

Date 19/12/2019

Time- 4 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Gopal Chandra Prasad
4. Navneet Acharya – Member
5. Umashankar Roy- Member
6. Tapam Kr. Sahu – Member
7. Enamul Haque – Member
8. Jayanta Ghosh- Member

Agenda: i. Regarding Purchase of SOUL Premium membership for the college library.

ii. Regarding Upgradation of College Computers.(No 5)

Resolution Adopted:

- i. It is decided that the college will purchase SOUL premium Membership for one year since January, 2020. As per the terms and condition of Inflibnet the college will have to pay the fees of Rs.10,000.00 + 15% GST. After the successful payment the inflibnet centre will update the software and they will visit the college library two times in a year for solving any problem. After a short discussion it is decided that the IQAC coordinator will mail the inflibnet centre for purchasing this membership.
- ii. It is also decided that all the computers of the college will have to be updated,. All five computers of the college office including the computer of IQAC room will be updated, formatted and RAM will be increased.

Meeting ends with thanks to the chair.

Goutam Mandal
19/12/19
Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia

Kinkar Das 19/12/19
Secretary & Teacher In-charge
Netaji Subhas Ashram Mahavidyalaya
AL+P.O., Suisa, Dist.- Purulia
West Bengal



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes

Meeting No 17

Venue- IQAC Room

Date 07.01.2020

Time- 2 PM

Members Present:

1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Gopal Chandra Prasad
4. Navneet Acharya – Member
5. Umashankar Roy- Member
6. Tapam Kr. Sahu – Member
7. Enamul Haque – Member
8. Jayanta Ghosh- Member


Agenda:

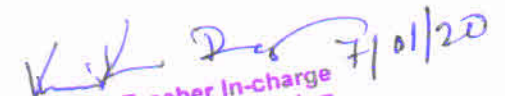
- i. Preparation of Departmental Routine for January 2020 to June 2020.
- ii. Beginning of Even Semester Classes.
- iii. Regarding submission of college data in AISHE portal.

Resolution Adopted:

- i. It is decided that all HODs will prepare their departmental routine for January 2020 to June 2020. Non Honours Subject classes will be prepared by concerned subject teachers.
- ii. It is also decided that all classes of 2nd, 4th & 6th Semesters will be start from 20.01.2020. All the teachers are requested to complete their syllabus in due time.
- iii. It is also decided that the Coordinator of IQAC will upload the college data in AISHE portal within 20th February, 2020 for the year 2019-20.

Meeting ends with thanks to the chair.


Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia


Secretary & Teacher In-charge
Netaji Subhas Ashram Mahavidyalaya
AT+P.O.-Suisa, Dist.- Purulia
West Bengal



**NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)**

IQAC Meeting Minutes

Meeting No 18
Meet.

Venue- Online Meeting through Google

Date 20.08.2020

Time- 2 PM

Members Present:


1. Kinkar Das - T.I.C. & Chairperson of IQAC
2. Goutam Kumar Mandal – Coordinator
3. Navneet Acharya – Member
4. Umashankar Roy- Member
5. Tapam Kr. Sahu – Member
6. Enamul Haque – Member


Agenda: Regarding a Webinar on “Online Teaching Learning”.

Resolution Adopted:

Resolved that a webinar will be held on 3-4 September, 2020 on the topic of “Online Teaching Learning : Problems and Possibilities”. The Webinar will be held through Google Meet platform and the IQAC Coordinator will contact with different expert person to deliver valuable presentation as it may be helpful for the students. It is decided that the Registrar of S.K.B. University will inaugurate the session and the Teacher In Charge Prof. Kinkar Das will chair the Webinar.

As no other agenda was left to discuss the meeting ends with thanks to the chair.


Signature of the Teacher-in-Charge
(Kinkar Das) 20/8/20


Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia

Secretary & Teacher in-charge
Netaji Subhas Ashram Mahavidyalaya
AL+P.O.-Suisa, Dist.- Purulia
West Bengal



NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)

IQAC Meeting Minutes

Meeting No 19

- Through Google Meet

Date- 8.10.2021 ,

Time – 2 PM Onwards

Agenda: Reformation of the IQAC

Resolution Adopted:

As the Principal of the college Dr. Haripriya Panda joined on dated 13/5/2021 , so the reformation of the IQAC is needed.

As per consultation with all teaching and non-teaching staff of the college through Google Meet the following committee of IQAC is hereby formed:

- i) Dr. Haripriya Panda- Principal & Chairperson
- ii) Dr. Goutam Kumar Mandal – Coordinator
- iii) Kinkar Das – Associate Prof of Bengali, Member
- iv) Dr. Enamul Haque – Asst.Prof. of Geography, Member
- v) Navneet Acharya – Asst. Prof. Hindi, Member
- vi) Umashankar Roy – Asst.Prof. of English, Member
- vii) Dipak Majumder – Asst. Prof. of History, Member
- viii) Tapan Kumar Sahu – Cashier, Member
- ix) Vacant – (Member from Local Community)
- x) Vacant – (Member from Local Community/ Ex Student)

As no other agenda was left to discuss the meeting ends with thanks to the chair.

Goutam Mandal
8/10/21
Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia

Dr. Haripriya Panda
8/10/21
Principal
Netaji Subhas Ashram Mahavidyalaya
At+P.O.- Suisa, Dist.- Purulia (W.B.)



**NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)**

IQAC Meeting Minutes

Meeting No – 20

Venue – IQAC Room

Date – 22.11.2021

Time – 1 PM

Members Present:

- i. Dr. Haripriya Panda- Chairperson
- ii. Dr. Goutam Kumar Mandal – Coordinator
- iii. Kinkar Das - Member
- iv. Dr. Enamul Haque – Member
- v. Navneet Acharya – Member
- vi. Umashankar Roy – Member
- vii. Dipak Majumder - Member
- viii. Tapan Kr. Sahu – Member


Agenda: 1. Regarding Completion of Syllabus


2. Regarding Covid-19 protocols

Resolution Adopted:

1. Resolved that as the off-line classes for all odd semester students started from 16.11.2021, all teachers will complete their pending syllabuses within one month. The internal assessment will be start from the last week of December, 2021.
2. It is also resolved that all teachers and students must follow the Covid-19 protocols in the college campus in the interest of their own and for the community. In the classroom two students will be allowed to sit in a bench. Gathering of any kind must be avoided.

As no other agenda was left to discuss the meeting ends with thanks to the chair.


22/11/21
Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia


22 Nov 2021
Principal
Netaji Subhas Ashram Mahavidyalaya
At+P.O.- Suisa, Dist.- Purulia (W.B.)



**NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)**

IQAC Meeting Minutes

Meeting No – 21

Venue – Principal's Chamber

Date – 07.01.2022

Time – 2 PM

Members Present:

- i. Dr. Haripriya Panda- Chairperson
- ii. Dr. Goutam Kumar Mandal – Coordinator
- iii. Kinkar Das - Member
- iv. Dr. Enamul Haque – Member
- v. Navneet Acharya – Member
- vi. Umashankar Roy – Member
- vii. Dipak Majumder - Member
- viii. Tapan Kr. Sahu – Member

Agenda: To Organise a National Webinar to Celebrate the birth day of Swami Vivekananda.

Resolution Adopted:

It is resolved that a National Webinar on the topic of "The Idea of Swami Vivekananda and the present day Youth" will be held jointly by IQAC and NSS Unit of the college on 12.01.2022 through Google meet platform. The time of the Webinar will be from 3 PM to 5 PM. The joint Convener of the webinar will be Dr. Goutam Kr. Mandal and Navneet Acharya (NSS Program officer). They will select the resource persons for the webinar and proper circulation of the flyer of the webinar will be done by them.

As no other agenda was left to discuss the meeting ends with thanks to the chair.

Goutam K. Mandal
7/1/22
Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia

Dr. Enamul Haque
Principal
Netaji Subhas Ashram Mahavidyalaya
At+P.O.- Suisa, Dist.- Purulia (W.B.)



**NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)**

IQAC Meeting Minutes

Meeting No – 22

Venue – Principal's Chamber

Date – 18.02.2022

Time – 3 PM

Members Present:

- i. Dr. Haripriya Panda- Chairperson
- ii. Dr. Goutam Kumar Mandal – Coordinator
- iii. Kinkar Das - Member
- iv. Dr. Enamul Haque – Member
- v. Navneet Acharya – Member
- vi. Umashankar Roy – Member
- vii. Dipak Majumder - Member
- viii. Tapan Kr. Sahu – Member

Agenda: 1. To Celebrate the International Mothers tongue Day.

2. To organize Annual Sports of the college for the year 2021.

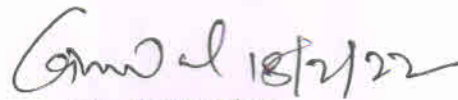
Resolution Adopted:


1. Resolved that International Mothers Tongue Day 2022 will be observed with proper dignity and enthusiasm and a small function will be held in the Seminar Hall of the college on dated 21.02.2022. Sri Sandip Gorai, SACT, with the help of other teachers will chalk out the plan and schedule of the programme.
2. It is also resolved that Annual Sports 2021 will be held on 3rd and 4th March, 2022 in the college ground. Sri Makar Chandra Mahato , SACT, will be sports manager for this year and with the help of other teachers he will make the annual sports a grand success.

As no other agenda was left to discuss the meeting ends with thanks to the chair.


Signature of the Chairperson & Principal
(Dr. Haripriya Panda)

Principal
Netaji Subhas Ashram Mahavidyalaya
At+P.O.- Suisa, Dist.- Purulia (W.B.)


Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia


18 Feb 2022



**NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)**

IQAC Meeting Minutes

Meeting No – 23

Venue – Principal's Chamber

Date – 27.04.2022

Time – 2 PM

Members Present:

- i. Dr. Haripriya Panda- Chairperson
- ii. Dr. Goutam Kumar Mandal – Coordinator
- iii. Kinkar Das - Member
- iv. Dr. Enamul Haque – Member
- v. Navneet Acharya – Member
- vi. Umashankar Roy – Member
- vii. Dipak Majumder - Member
- viii. Tapan Kr. Sahu – Member

Agenda: 1. Regarding Annual Day 2021-22 Celebration.

Resolution Adopted:

1. It is resolved that the college will celebrate the Annual Day for the session 2021-22 on 14.05.2022 (Saturday) from 8 AM onwards. The schedule of the celebration will be as follows:
 - a) Inauguration of New Toilet complex – 8 AM.
 - b) Distribution of Prizes of the Annual Sports 2021 to the students – 9 AM.
 - c) Publication of Annual Magazine of the college – 11 AM
 - d) Cultural Programme by the students – 11.15 AM
 - e) Refreshment for all staff and all students - 1PM.

The Principal asked the members to come forward actively to make the annual day programme a grand success.

As no other agenda was left to discuss the meeting ends with thanks to the chair.

Co-Ordinator
Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia

Principal
Signature of the Principal
Principal
Netaji Subhas Ashram Mahavidyalaya
At+P.O.- Suisa, Dist.- Purulia (W.B.)



**NETAJI SUBHAS ASHRAM MAHAVIDYALAYA
SUISA, PURULIA (W.B.)**

IQAC Meeting Minutes

Meeting No – 24

Venue – Principal's Chamber

Date – 02.08.2022

Time – 2 PM

Members Present:

- i. Dr. Haripriya Panda- Chairperson
- ii. Dr. Goutam Kumar Mandal – Coordinator
- iii. Kinkar Das - Member
- iv. Dr. Enamul Haque – Member
- v. Navneet Acharya – Member
- vi. Umashankar Roy – Member
- vii. Dipak Majumder - Member
- viii. Tapan Kr. Sahu – Member

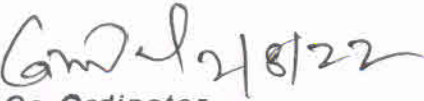
Agenda:


1. Regarding Accreditation by NAAC.
2. Regarding Class for 3rd & 5th Semester students.

Resolution Adopted:

1. It is Resolved that as per Govt. of W.B. instructions and initiatives the college will submit the IIQA within 30.8.2022 and every possible measure will be taken to accredited the institution in 2022. The IQAC Coordinator and NAAC Coordinator will act accordingly.
2. It is also resolved that as per instruction of the University the Odd Semester classes started from 01.08.2022 as per college Routine and the teachers will complete their syllabuses within due time. The Principal asked the teachers to use the smart class room as much as possible to make the learning joyful to the students.

As no other agenda was left to discuss the meeting ends with thanks to the chair.


Co-Ordinator
IQAC
N.S.A. Mahavidyalaya
Suisa, Purulia


Signature of the Principal
(Dr. Haripriya Panda)
Principal
Netaji Subhas Ashram Mahavidyalaya
At+P.O.- Suisa, Dist.- Purulia (W.B.)