



KANDI RAJ COLLEGE

(Govt. Sponsored)

Kandi, Murshidabad, West Bengal- 742137

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Internal Quality Assurance Cell

Minutes of the IQAC Meeting (Dated: 24.03.2022)

A meeting of the Internal Quality Assurance Cell is held on **24.03.2022**. The following members were present:

- (a) Dr. Soma Datta, Principal & Chair Person of the IQAC.
- (b) Prof. Dwarakeswar Dutta, Faculty Member.
- (c) Prof. Jayanta Basu, Faculty Member.
- (d) Dr. Nasiruddin Mondal, Faculty Member.
- (e) Mr. Srimonta Mondal, Faculty Member.
- (f) Dr. Ananta Patra, Faculty Member.
- (g) Mr. Sourav Majumdar, Faculty Member.
- (h) Mr. Abhijit Dutta, Faculty Member.
- (i) Mrs. Sukanya Sarkar, Faculty Member.
- (j) Mr. Pradip Bera, Bursar, Administrative Member.
- (k) Mr. Himan Chowdhury, Librarian, Administrative Member.
- (l) Prof. Ranendranath Datta, Ex-Prof. & Member of Governing Body, Kandi Raj College.
- (m) Mr. Debashis Saha, Head Clerk, Administrative Member.
- (n) Mr. Sumanta Sinha, Accountant, Administrative Member.
- (o) Mr. Sayan Goswami, Student Representative.
- (p) Ms. Enakshi Dhar, Student.
- (q) Mr. Arupratan Dutta, (Industrialist, Local Society)
- (r) Mr. Ujjal Dey (Local Society)
- (s) Mr. Koushik Sengupta, (Local Society)
- (t) Dr. Bandhu Prasad, Coordinator, IQAC.

Dr. Bandhu Prasad, new IQAC coordinator, welcomed the members of the newly formed IQAC to this meeting. He expressed his willingness to carry forward the legacy of his predecessors as the coordinator of IQAC.

After due deliberation on all the scheduled agenda, the following resolutions are adopted:

Agenda 1: Review of the previous meeting held on 10.11.2021.

The minutes of the meeting held on 10.11.2021 are read and duly approved by the members.

Agenda 2: To discuss the process of Provisional Accreditation for NAAC.

The Coordinator of IQAC discussed in the meeting the need and importance of the matter of Provisional Accreditation for College (PAC) and depicted a detailed picture before the members of the committee regarding what should be done as preparatory works for the purpose of making Provisional Accreditation for College (PAC).

All members present in the meeting agreed to take necessary steps for completing the process of PAC. After having discussed the matter, it is resolved that a subcommittee will be formed for PAC. The members of this sub-committee are:

Soma Datta

DR. SOMA DATTA
Principal & Secretary
Kandi Raj College
Kandi * Murshidabad

- (i) Dr. Bandhu Prasad
- (ii) Prof. Jayantu Basu
- (iii) Dr. Joydeep Roy
- (iv) Prof. Abhijit Dutta
- (v) Prof Sourav Majumdar.

Agenda 3: To discuss the issue of Building Renovation.

The coordinator informed the meeting that several buildings of the college are in a dilapidated state, and as such renovations of those buildings are required on an emergency basis..

The committee resolved that building renovation should be done through Building Committee and thus referred if to the Building Committee for their input.

Agenda 4: To discuss CAS of some teachers.

The coordinator informed the meeting that promotion of some faculty members is due and it is resolved that the promotion of the teachers mentioned below will be considered as per existing rules and regulations laid by Govt. / Competent authority through CAS, whose applications are forwarded to the principal.

Sl.	Name of the Teacher	Designation	Department	Date of Joining	Awarded Ph.D/ M.Phil. on	Last Promotion (if any)	Promotion due on
1.	Mrs. Mousumi Das	Assistant Professor	English	11.03.2015	-	-	11.03.2021
2.	Mr. Sujay Kumar Sinha	Assistant Professor	Physics	17.03.2015	-	-	17.03.2021
3.	Mr. Sourav Majumdar	Assistant Professor	Chemistry	01.04.2015	-	-	01.04.2021
4.	Dr. Suparna Naskar	Librarian	Library and Information Science	17.12.2016	15.11.2018 (Ph. D.)	-	16.03.2021
5.	Dr. Atanu Kumar Das	Assistant Professor	Physics	31.03.2017	25.11.2013 (Ph. D.)	-	31.03.2021
6.	Dr. Anindita Shit	Assistant Professor	Chemistry	02.06.2017	29.11.2013 (Ph. D.)	-	02.06.2021

Agenda 5: To discuss the issue of Skill Based Learning.

A proposal to open some skill-based learning courses in the college are discussed in the meeting. Members unanimously accepted the proposal and requested the principal to take necessary steps in this regard.

Agenda 6: Miscellaneous

Several teachers from the Laboratory based Departments raised the issue of lack of equipment in different Laboratories especially after the implementation of CBCS.

It is resolved that all the Departments are to submit their requisition to purchase the essential needs/requirements to the principal and purchase will be done through Purchase Committee.



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The Principal, Dr. Soma Datta mentioned that fire extinguishers need to be installed in the campus as they are often the first line of defence against fires and are very useful in the early stages of a fire when used promptly and effectively.

It is resolved that fire extinguishers be installed at strategic locations in the college campus.

The coordinator informed the members that the next meeting will be held in May/ June of this year.

The meeting ended with a formal vote of thanks.

Soma Datta

DR. SOMA DATTA
Principal & Secretary
Kandi Raj College
Kandi • Murshidabad