



KANDI RAJ COLLEGE

(Govt. Sponsored)

Kandi, Murshidabad, West Bengal- 742137

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Internal Quality Assurance Cell

Minutes of the IQAC Meeting (Dated: 10.11.2021)

A meeting of the Internal Quality Assurance Cell is held on 10.11.2021 in Online mode. The following members were virtually present:

- (a) Dr. Soma Datta, Principal & Chair Person of the IQAC
- (b) Dr. Hena Sinha, Member, Governing Body (other than TR).
- (c) Prof. Dwarakeswar Dutta, Faculty Member
- (d) Dr. Tapas Bandyopadhyay, Faculty member.
- (e) Prof. Jayanta Basu, Faculty member.
- (f) Dr. Nasiruddin Mondal, Faculty member.
- (g) Mr. Srimonta Mondal, Faculty member.
- (h) Dr. Ananta Patra, Faculty Member.
- (i) Mr. Sourav Majumdar, Faculty Member.
- (j) Mr. Himan Chowdhury, Librarian, Administrative member.
- (k) Prof. Ranendranath Datta, Ex-Prof. & Member of Governing Body, Kandi Raj College.
- (l) Sri Debashis Saha, Head Clerk, Administrative member.
- (m) Mr. Sayan Goswami, Student Representative

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

Dr. Joydeep Roy, IQAC coordinator, welcomed the members to this virtual meeting. He opined that hopefully all the members are doing alright in these difficult times.

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

Agenda 1: Review of the previous meeting held on 20.05.2021.

The minutes of the meeting held on 20.05.2021 are read and duly approved by the members.

Agenda 2: To discuss the Sanitization process of the college.

The coordinator informed the members that the Covid-19 pandemic is subsiding all over the country. And this gives us renewed hope that we are not far from opening of the college for normal offline classes. However, he reminded everyone that we still need to be vigilant and must maintain due Covid-19 protocol.

The members discussed at length, and resolved that:

- (a) Before the opening of the college, the entire college campus needs to be cleaned and properly sanitized. The college must approach the local authorities for providing necessary support.

Soma Datta

DR. SOMA DATTA
Principal & Secretary
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- (b) Sufficient amount of fumigating machines, sanitizers, masks, thermal guns need to be procured.
- (c) Since the pandemic is not over and there are still risks associated with reopening, it is important to follow strict Covid 19 rules and safety protocols to minimize negative health impacts.
- (d) The students might have certain apprehensions about coming to the college after such a lengthy gap. Thus, they need to be sensitized and encouraged to join offline classes, once they start. Teachers need to play an active role in this process.

Agenda 3: To discuss the Refurbishment of the IQAC room.

The coordinator informed the meeting during the pandemic induced lay-off the IQAC room of the college has been completely renovated. But it needs modern amenities like high-speed internet connectivity, desktop computer with printer, reprographic facility etc.

It is resolved that the IQAC room be refurbished with necessary amenities and equipment. The matter is referred to Purchase Committee for necessary action.

Agenda 4: To discuss CAS of some teachers.

The coordinator informed the meeting that as per existing rules and regulations regarding CAS (Career Advancement Scheme), the promotion of following teachers have been due as stated in the table below:

Sl.	Name of the Teacher	Department	Date of Joining	Awarded Ph.D/ M.Phil. on	Last Promotion (if any)	Stage	Promotion due on
1.	Mr. Srimonta Mondal	Philosophy	21.04.2010	M.Phil. 28.12.2001	21.04.2015 (Assistant Prof. Stage I to Stage II)	Assistant Prof. Stage II to Stage III	21.04.2015
2.	Mr. Himan Chowdhury	Library	14.11.2014	NA	NA	Librarian Stage I to Stage II	14.11.2020
3.	Mr. Makar Murmu	Bengali	23.12.2014	M.Phil. 31.10.2013	NA	Assistant Prof. Stage II to Stage III	23.12.2019

After careful verification of the relevant papers, the committee recommends for their promotion with effect from their respective due dates.

The committee further requests the Teacher-in-Charge to do the needful in this regard so that the aforesaid teachers can get their respective promotions as early as possible.

Agenda 5: To discuss the change of IQAC coordinator and change in the composition of IQAC.

Dr. Joydeep Roy, present IQAC coordinator, expressed his unwillingness to continue at the post due to personal reason and asked the members to choose a suitable alternative.

The committee debated and finally proposed the name of Dr. Bandhu Prasad, Dept. of Mathematics, as the next IQAC coordinator and requested the principal to take up the matter in the next Governing Body meeting.

The coordinator also reported that some members wanted to opt out of IQAC due to their busy schedule. Also, there is a need to include some outside members to make this body more inclusive.



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It is therefore resolved that the present IQAC be dissolved and the principal be empowered to construct the new IQAC as she deems fit and to ratify the same in the next Governing Body meeting.

Agenda 6: Miscellaneous.

The Teacher-in-Charge expressed concern that some of the departments are reluctant to maintain proper records of all departmental activities. This is important for the academic audit of the college, due early next year.

It is therefore resolved that all departments should submit a report to the Teacher-in-Charge mentioning the progress made in maintaining departmental records in prescribed form.

The coordinator informed the members that the next meeting will be held early next year.

The meeting ended with a formal vote of thanks.

Soma Datta

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