



KANDI RAJ COLLEGE

(Govt. Sponsored)

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🌐 www.krc.edu.in

Kandi, Murshidabad, West Bengal- 742137

Internal Quality Assurance Cell

Minutes of the IQAC Meeting (Dated: 18.02.2020)

A meeting of the Internal Quality Assurance Cell is held on 18.02.2020 at the Principal's Chamber.

The following members were present:

- (a) Dr. Nasiruddin Mondal, 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) Prof. Abdul Jaman Naser, Faculty member.
- (g) Prof. Jayanta Basu, Faculty member.
- (h) Dr. Jaharlal Pratihar, Member, Governing Body (TR).
- (i) Prof. Dwarakeswar Dutta, 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) Dr. Joydeep Roy, Faculty member & Coordinator, IQAC.

Dr. Joydeep Roy, IQAC coordinator, welcomed the members.

After carefully deliberating on all the matters agendized for the day, the following resolutions are adopted in the meeting:

Agenda 1: Review of the previous meeting held on 27.11.2019.

The minutes of the meeting held on 27.11.2019 are read and duly approved by the members.

Agenda 2: To discuss the establishment of a Medicinal Garden.

The coordinator mentioned the need for creating nursery of medicinal plants in the college.

This, he argued, is important as it provides students in Bio-Science departments with an opportunity to learn about medicinal plants and their uses. It also provides students with an opportunity to learn about sustainable agriculture and to develop their gardening skills. Additionally, a medicinal garden can be used as a research tool for students and faculty members who are interested in studying the medicinal properties of plants. It also helps in managing the vacant spaces inside the campus.

All members agreed with the observations and it is decided that the department of Botany be given the responsibility of overseeing the whole process.

(Dr. Nasiruddin Mondal)
Teacher-In-Charge
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Kandi, Murshidabad



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Agenda 3: To discuss the creation of more ICT enabled classroom.

The coordinator informed the members that although there are a few ICT enabled classrooms in different departments of the college, there is still plenty of scope for improvement in this regard.

Supporting this view, faculty members emphasized that ICT enabled classrooms are an absolute necessity in today's educational environment as they provide students with access to digital resources and tools that can enhance their learning experience.

All the members agreed and proposed to set up more ICT enabled classrooms in the college.

The issue is further referred to the Computer & Website maintenance Committee.

Agenda 4: To discuss the issue of Office Automation.

The coordinator informed the meeting that the college needs to fully automate the college office.

At present the admission section is fully automated as well as the students section. Also the salary of the staff is disbursed through HRMS software. The automation of the remaining sections and integration of them with the already automated sections of the college is a must.

The members concurred with the idea and requested the coordinator, IQAC and the Teacher-in-Charge to take necessary initiatives in this regard.

A proposal was also made to introduce the popular Tally software in college office.

Agenda 5: To discuss the issue of Modernization of Departmental Laboratories.


Raising the issue, the coordinator mentioned that proposal for upgradation of different departmental laboratories have been given before. But the progress in this regard have been painfully slow. As such it is hindering in the capacity of the departments to deliver their course content effectively.

Replying to this, The Teacher-in-Charge accepted in part that the work done in this regard has been far from satisfactory. He highlighted the fact that the college has not received any grant from any funding agency for laboratory renovation in the last five years and without outside monetary assistance it is difficult for the college to complete the process of modernization at a fast pace.

He however reiterated the commitment of the college to improve the college laboratories up to modern standard.

The committee, while understanding the complexities of the problem, requested the coordinator and the Teacher-in-Charge to explore all possible ways to tide over the problem. It also recommends to take up the issue with the concerned departments in the Govt. of West Bengal, for necessary financial assistance.

Agenda 6: Miscellaneous


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The coordinator informed the meeting that faculty members Dr. Ananta Patra, Dr. Atanu Kr. Das, Mr. Pradip Bera, Mr. Sujoy Kr. Sinha, Mrs. Mousumi Das and Ms. Piyali Sarkar, have submitted proposals to join different Faculty Development Programs organized by authorized institutions across the country.

The committee requests the Teacher-in-Charge to consider their proposals and to grant them permissions, subject to the fulfilment of all necessary pre-conditions and subject to the permission of the Governing Body, Kandi Raj College.

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

The meeting ended with a formal vote of thanks.


(Dr. Nasiruddin Mondal)
Teacher-In-Charge
Kandi Raj College
Kandi, Murshidabad