



KANDI RAJ COLLEGE

(Govt. Sponsored)

Kandi, Murshidabad, West Bengal- 742137

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Internal quality Assurance Cell

Minutes of the IQAC Meeting (Dated: 28.11.2018)

A meeting of the Internal quality Assurance Cell is held on **28.11.2018** at the **Principal's Chamber**. The following members were present:

- (a) Prof. Dwarakeswar Dutta, Teacher-in-Charge & Chair Person of the IQAC
- (b) Dr. Hena Sinha, Member, Governing Body (other than TR).
- (c) Dr. Tapas Bandyopadhyay, Faculty member.
- (d) Prof. Rabiul Haque, Faculty member.
- (e) Dr. Sandip Kr. Basak, Faculty member.
- (f) Prof. Abdul Jaman Naser, Faculty member.
- (g) Prof. Jayanta Basu, Faculty member.
- (h) Dr. Jaharlal Pratihar, Member, Governing Body (TR).
- (i) Dr. Avijit Brahmachary, Member, Governing Body (TR).
- (j) Dr. Nasiruddin Mondal, Faculty member.
- (k) Mr. Himan Chowdhury, Librarian, Administrative member.
- (l) Prof. Ranendranath Datta, Ex-Prof. & Member of Governing Body, Kandi Raj College.
- (m) Sri Debashis Saha, Head Clerk, Administrative member.
- (n) Prof. Ila Biswas Guha Roy, Senior Faculty member & Coordinator, IQAC.

Prof. Ila Biswas Guha Roy (Coordinator, IQAC) welcomed the members and based on the agendas laid down for the meeting the following resolutions are adopted:

Agenda 1: Review of the previous meeting held on 26.09.2018.


The minutes of the meeting held on 26.09.2018 are read and duly approved by the members.

Agenda 2: To discuss the introduction of Add-on courses & Certificate courses.

The coordinator informed the members that as per UGC guidelines the college should introduce some Add-on (Value added) courses in different departments so that the student could enrich themselves through them.

It is decided that the departments will be sensitized to introduce Add-on courses apart from their regular courses, starting from next session. The courses may be in online/ offline mode. It is decided that the matter will be discussed in detail in the next Academic Committee meeting for their valuable feedback.

Some members enquired about the possibility of introducing certificate courses for the students as that would increase the employability of the students.


(Dwarakeswar Dutta)
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Coordinator informed the members that such courses can only be undertaken in collaboration with external agencies authorized to carry out such courses (like Clean India initiative). The matter is referred to the Students Career Counselling & Placement Cell for further input.

Agenda 3: To organize a workshop/ webinar on Teacher's Orientation Program on NAAC & CAS.

Some teaching faculty members expressed concern that many new teachers are not fully aware of the importance of joining different Faculty Development Programs (FDPs) for their career development.

It is therefore resolved that IQAC will organize a workshop/ webinar on CAS (Career Advancement Scheme) for the benefit of teachers.

The coordinator also informed the members that preparation for NAAC is hampered due to lack of interest from a section of teachers.

It is therefore proposed that a seminar on Institutional Preparedness on NAAC be should be organized by the IQAC of this college.

Agenda 4: To discuss Faculty Exchange through Memorandum of Understanding (MOU).

The coordinator informed the members that many of the teaching posts in the college are currently lying vacant and this is hampering the teaching-learning environment of the college.

As the college cannot employ any Guest Teachers (Due to Government embargo) the only way out is to go for Faculty Exchange.

It is therefore resolved that the college will get in touch with other like-minded colleges and institutions and opt for Faculty Exchange with them to meet the shortfall of teachers in the short run.


The IQAC requested the Teacher-in-Charge to construct a committee that will look into areas in which the college will opt for such MOUs.

Agenda 5: To discuss the change of IQAC coordinator.

Prof. Ila Biswas Guha Roy, present IQAC coordinator, expressed her unwillingness to continue at the post due to health reason and asked the members to choose a suitable alternative.

The committee debated the issue and finally proposed the name of Dr. Joydeep Roy, Department of Physics, as the next IQAC coordinator of the college.

The committee requests the Teacher-in-Charge of the college to take up the issue in the next Governing Body meeting of the college.


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Agenda 6: Miscellaneous

The coordinator informed the meeting that faculty members Dr. Joydeep Roy and Dr. Ananta Patra, 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 next year, preferably in the month of February/ March.

The meeting ended with a formal vote of thanks.


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