

MINUTES
IQAC Meeting of Barasat Government College
held on 01.06.2022

Time: 12:30pm

Agenda: Matters related to Academic Budget 2021-2022 & Academic Audit etc.

Attendees: Prof. Samar Chattopadhyay (Principal), Sri Prabir Bhattacharya (TCS), Members of IQAC headed by Sri Abhijit De, AQAR Team, NAAC Team, Heads of All Departments

Discussion:

1. Proposal for Playground area made by the Committee. Letter to DM with design forwarded to BLRO.
2. Maintenance of sanitary/hygiene measures inside campus along with electrical repairs to be included in e-tender. Maintenance to be done regularly. Problems related to sanction of funds to be solved
3. Auditorium budget-estimation phase completed.
4. Existing structure of academic audit was summarized by Prof Srikanta Guria. He suggested that the following information be added to the Academic Audit Report under AQAR:
 - a. Under Criteria (3), existing information regarding Academic Audit be added.
 - b. Under Criteria (2), no. of teachers using ICT tools and no. of smart classrooms.
 - c. Teachers' collaborations and information related MOUs.
 - d. Modified syllabus for PG (in case of advisory).
 - e. UG/PG result in table format
 - f. No. of examinees and graduates.
 - g. Total no. of M/F seats, religion from AISHE Report to be included.
 - h. Student Placements
 - i. Summer Internship programme details.
 - j. Student Feedback analysis- action taken. Prof Dola Chattopadhyay suggested modification of questions for feedback.
5. Prof. Abhijit De- Energy Audit to be conducted, and energy consumed by the departments to be analysed. Also, consciousness regarding energy consumption to be increased. PWD member suggested installations to reduce consumption in consultation from PWD.
6. Academic budget preparation for the current year from existing college fund, total sum being 50-60K. Extra workshops would be beneficial.
7. Regarding waste management,
 - a. Prof Abhijit De suggested certain measures to be taken. Follow-up necessary on the e-waste management programme. Letter to **WEBEL**
 - b. Prof Swaty Mitra and Prof Dola Chattopadhyay suggested creating a team for analysing the waste management programme, clearance of junk items, pest control and disposal of garbage and chemical waste.
8. Prof Madhusudan Ghosh requested the details of the mentoring programmes which should include psychological counselling of students, financial and technical problems faced by them, lack of books etc. and academic mentoring.
9. Steps to be taken for organising frequent seminars and workshops independently by IQAC. Resource persons to be contacted to address issues such as cybercrime, NEP, etc. Also, separate room for IQAC is required.

10. Sri Jyotirmoy Roy suggested Library modification to cater to digital education.
11. Procurement of computers of the department
12. Formation of GB
13. Honourable Principal Sir, **Dr. Samar Chattopadhyay** suggested to form an Academic Audit Committee comprises of three external members and four internal members to enhance the academic quality of the Institution. **Dr. S. Chattopadhyay**, Principal and **Dr. Abhijit De**, IQAC Coordinator proposed the names of 7 members (three external & 4 internal) to form the **Academic Audit Committee** and they will prepare the Academic Audit Report for the Academic Years: 2021-22 & 2022-23. The proposed names are unanimously accepted by the members present in the meeting. The Academic Audit Committee for the Academic Years: 2021-22 & 2022-23 is furnished below:

A. Internal Members:

1. Dr. Abhijit De, Associate Professor of Physics
2. Dr. Prabir Kumar Bhattacharya, Head of the Department of Chemistry
3. Dr. Nisith Ch. Das, Head of the Department of Mathematics
4. Dr. Arup Bandyopadhyay, Associate Professor of Chemistry

B. External Members:

1. Dr. Partha Pratim Dasgupta, Principal, Barasat College
2. Prof. Rajat Bandopadhyay, Professor, Dept. of Biotechnology, University of Calcutta
3. Prof. Narayan Ghorai, Professor, Dept of Zoology, West Bengal State University

Action Taken:

1. Proposal for Kachhari Maath rejected by Municipality Chairman.
2. Student Feedback collected and analysed by assigned person within deadline.
3. Library modified to create e-classroom for Civil Service training.

List of Members present in the meeting

1. DEBASHIS GHOSH (External Member)
2. MADHUSUDAN GHOSH
3. DOLA CHATTOPADHYAY
4. PRASANTA PAUL
5. SAMRAJNEE DUTTA
6. DEBASISH DAS (Student Member)
7. PITIKA MONDAL (Student Member)
8. JYOTIRMOY ROY (Non-teaching staff member)
9. ABHIJIT DE
10. MIHIR HALDER (NAAC committee member)
11. SRIKANTA GURIA
12. DEBASHREE DUTTA (NAAC committee member)
13. SUMANA SAHA (HOD, ZOOLOGY)
14. PRIYANKA SEN
15. KAUSHIKI BANERJEE (NAAC committee member)
16. SOMADITYA DEY (NAAC committee member)
17. CHANDAN SURABHI DAS (NAAC committee member)
18. SAMAR CHATTOPADHYAY (PRINCIPAL)
19. SWATY MITRA



GOVERNMENT OF WEST BENGAL

BARASAT GOVERNMENT COLLEGE

NAAC ACCREDITED 'A' GRADE & DST-FIST SPONSORED COLLEGE



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Ref. :

Date : 25/05/2022

A meeting related to NAAC-AQAR-IQAC matters is scheduled on 1st June 2022 (Wednesday) at 1 PM. All members are requested to be present in the stated meeting. The agenda to be discussed in the meeting are given below: -

- 1) Academic Budget 2021 – 2022 & Academic Audit
- 2) About Conduct of Waste Management (E-Management, Green Audit, Clearance of Junk items on Availability of Funds)
- 3) Reviewing the College Infrastructural Development Student's Academic & Infrastructural Development
- 4) Organizing Seminars & Workshops independently by IQAC (suggested areas - Cyber Crime and New Education Policy)
- 5) College premises – Cleaning on Regular Basis.
- 6) Procurement of Computers for the Departments (Development of Central Computer Facility).
- 7) Matters arising (Facilities – IQAC Room, Computer with Accessories).

Abhijit De
Coordinator, IQAC
Dr. Abhijit De
Associate Professor in Physics
Coordinator, IQAC
Barasat Govt. College
Government of West Bengal



A. Chattopadhyay
Principal, Barasat Government College

Principal
Barasat Government College

Members Present in the IQAC-NAAC-ADAR → OFFLINE

Date of Meeting - 01/06/2022.

Time: 1 PM.



Sl. no.	Name of Member	Designation	Signature
1)	Debasish Ghosh (8777023403)	Assistant Engineer, P.N.D. (Civil)	<i>[Signature]</i> Asst. Engineer P.N.D. (Civil)
2)	Madhusudan Ghosh,	Dept. of Physics (Associate Prof.)	<i>[Signature]</i> 01/06/22
3)	Gola Chittopadhyay	(Economics)	<i>[Signature]</i> 01/06/22
4)	Prasanta Paul	(Math) Assistant Prof.	<i>[Signature]</i> 01/06/22
5)	Saurajnee Datta	(Chemistry) (Associate Professor)	<i>[Signature]</i> 01.06.22
6)	Debasish Das	Department - Philosophy, Sem-IV (UG)	<i>[Signature]</i> D.D.
7)	Pilika Mondal	Department - Physics, Sem-II (PG)	<i>[Signature]</i> Pilika Mondal
8)	Jyotirmoy Roy,	Library Assistant.	<i>[Signature]</i> 01/06/22
9)	Abhijit De		
10)	Mihir Halder	(Botany)	<i>[Signature]</i> 01/06/22
11)	Srikanta Lysis	(Zoology)	01.06.22
12)	Debasree Datta	(Philosophy)	01.06.22.
13)	Gola Chittopadhyay	(Economics)	01.06.22
14)	Sumana Saha	(Zoology)	01.06.22.
15)	Pragnya De	(English)	01.06.22.
16)	Kaushiki Banerjee	(Economics)	01.06.22.
17)	Somditya Das		01/06/22
18)	Basu	[C.S. Das, Geog.]	
19)	Shanto Chatterjee		01/06/22
20)	Swati Mishra		01/06/22.