

**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 Sir 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. As part of a green energy initiative, **solar panels of 20KW capacity will be installed on the rooftop in addition to existing 10KW panels.** He also mentions that a **pollution levels monitoring display unit will be installed near the college's main entrance.** The authorities will be requested to move forward with these proposals.
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 **WBEL**
  - 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.

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

  
**Principal**  
Barasat Govt. College  
Govt. of West Bengal

11. Procurement of computers of the department
12. Formation of GB
13. Dr. Abhijit Dutta, IQAC Coordinator requested to college authority to provide **financial assistance for teachers for participating conference/workshop/faculty development program** etc. He, also appeal to disburse this **financial support from 2018-19 onwards**. Principal Sir, **Dr. Samar Chattopadhyay** agreed to do the same **within the financial year 2022-23**.
14. 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 Bandyopadhyay, 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 WBCS training.

**List of MemberS present in the meeting**

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

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

*Samar Chattopadhyay*  
**Principal**  
 Barasat Govt. College  
 Govt. of West Bengal





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 1<sup>st</sup> 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










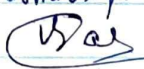
Members Present in the IQAC - NAAC - AQAR → OFFLINE

Date of Meeting - 01/06/2022.

Time: 1 PM.



Sl. no.      Name of Member      Designation      Signature

- 1). Debasish Ghosh (8777093403) Assistant Engineer, P.N.D. (Civil).  Asst. Engineer  
N24 PND  
SS, PNDK
- 2) Madhusudan Ghosh, Dept. of Physics (Associate Prof.) 
- 3) Gola Chettopadhyay (Economics) 
- 4) Prasanta Paul (Math) Assistant Prof. 
- 5) Samrajee Datta (Chemistry) (Associate Professor) 
- 6) Debasish Das Department - Philosophy, Sem-IV (UG) D.O. 
- 7) Piliika Mondal Department - Physics, Sem-II (PG) Piliika Mondal 
- 8) Jyotirmoy Roy, Library Assistant. 
- 9) Abhijit De
- 10) Mihir Halder (Botany) 
- 11) Saikanta Ghosh (Zoology) 1.6.22
- 12) Debasish Datta (Philosophy) 01.06.22.
- 13) ~~Gola Chettopadhyay (Economics) 1.6.22~~
- 14) Sumana Saha (Zoology) 1.6.22.
- 15) Pooja Saha (English) 1.6.22.
- 16) Karshika Banerjee (Economics) 1.6.22.
- 17) Somaditya Dey 1/6/22
- 18)  [C.S. Das, Geog]
- 19) Chaitanya Chatterjee 01/06/22
- 20). ~~and~~ Swati Mishra 01/06/22.