



BASANTI DEVI COLLEGE

Established in 1959
(Government Sponsored)

INTERNAL QUALITY ASSURANCE CELL

29.11.2016

NOTICE

A Meeting of the Internal Quality Assurance Cell (IQAC) of the College will be held with on **06.12.2016** at **1.00 pm** in the Meeting Room. All members are requested to be present in the meeting.

Agenda:

- 1 Free Studentship
2. AQAR 2015-2016
- 3 Publication of bi-lingual Journal
4. IQAC-UGC Sponsored Workshop for non-academic staff of the College
5. Any other matter with the permission of the chair.

Aditi Sarkar

Coordinator , IQAC

Basanti Devi College



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06.12.2016

Minutes of the Meeting held on 06.12.2016

Members present in the Meeting

- Dr. Indrila Guha , Principal and Chairperson.
- Dr. Aditi Sarkar , Co-ordinator.
- Dr. Sujata Mitra,(Bursar.)-Administrative Officer
- Smt. Durga Rani Das, Internal Member.
- Dr. Amrita Mondal, Internal Member.
- Dr. Sanchita Roy, Internal Member
- Smt.Ankhi Sen Sanyal ,Internal Member
- Dr. Gour Chandra Mondal, Internal Member
- Dr. Ganesh Dutta, Internal Member
- Sri Mihir Naskar, Internal Member
- Sri Samik Chowdhury, Internal Member

Dr. Aditi Sarkar,coordinator IQAC proposed the name of Dr. Indrila Guha, Principal& Chairperson IQAC to preside over the meeting.

Dr. Indrila Guha took the chair

Agenda-I Free Studentship

The chair informed the members that the Manasi Guha Memorial Fund was created in 2016-2017 for offering free studentship to meritorious but economically weak students of the B.Sc (Hons.) 2nd year . Six(6) students will be benefitted.

Another fund was created in 2016-2017 in the name of Rabindranath Basu Memorial Fund for offering free studentship to meritorious but economically weak students of Department of Chemistry. The fund was donated by Sri Debasis Kumar, Member Governing Body, Basanti Devi College.One student of B.Sc.2nd year , Department of Chemistry was benefitted.

Agenda II: AQAR 2015-2016

Coordinator reports that the Annual Quality Assurance Report (AQAR) for the Academic session 2015-2016 and previous reports (i.e : AQAR-2012-2013, 2013-2014& 2014-2015) was sent to the AQAR cell of NAAC and acknowledgement for the same was received on the same date – 04.10.2016.

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Agenda-III: Publication of bi-lingual Journal

Coordinator reports that the process of publication of a bi-lingual journal (ACADEMIA : BASANTI DEVI COLLEGE) has started, according to the previous years action plan of IQAC. Dr. Sumana Chatterjee, Associate Professor , Department of Chemistry , was requested to carry on the process. The same has been planned to be registered under RNI and get ISSN number for enhancing its credibility.

Agenda-IV. IQAC-UGC Sponsored Workshop for non-academic staff of the College

The Coordinator informed that one Awareness Programme on Environmental Issues & one Workshop on Personality development of Non –Teaching Staff will be organized by IQAC by April 2017. The Coordinator further reported that our Chair already talked with West Bengal Pollution Control Board regarding the awareness Programme. She also gave references of Resource persons for the workshop.

Agenda-V. Any other matter with the permission of the chair.

As there was no other matter to discuss, all the members appreciated the effort of the institution and the meeting ended with a vote of thanks to the Chair.

Sd/-
Dr. Aditi Sarkar
Coordinator, IQAC

Sd/-
Dr. Indrila Guha
Principal & Chairperson, IQAC