



# **BASANTI DEVI COLLEGE**

Established in 1959  
(Government Sponsored)

07.08.2014

## **NOTICE**

A Meeting of the Internal Quality Assurance Cell (IQAC) of the College will be held on 13.08.2014 at 3.00pm in the Principal's chamber. All internal members are requested to be present in the meeting.

### **Agenda:**

1. Confirmation of the minutes of previous meeting held on 09.07.2014
2. UGC-IQAC Grant
3. Innovative Teaching –Learning process
4. Mentoring System for Students
5. FDP
6. CAS
7. Major & Minor Research Project
8. Miscellaneous

Dr. Aditi Sarkar

Coordinator, IQAC



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## **Minutes of the Meeting held on 13.08.2014**

### **Members present in the Meeting**

- Dr. Srabani Jha , Teacher-in-charge and Chairperson.
- Dr. Aditi Sarkar , Coordinator
- Dr. Amrita Mondal, Internal Member.
- Sri Palash Mondal, Internal Member
- Dr. Sanchita Roy, Internal Member
- Smt. Aparna Sadhu, Internal Member
- Smt. Chandraboli Dutta, Internal Member
- Sri Samik Chowdhury, Internal Member

Dr. Aditi Sarkar, coordinator ,IQAC proposed the name of Dr.Sraboni Jha, Teacher-in-charge& Chairperson IQAC to preside over the meeting.

Dr. Sraboni Jha took the chair.

### **Agenda No. 1. Confirmation of the minutes of previous meeting held on 09.07.2014**

The Coordinator read out the minutes of the previous meeting and it was approved by the members present in the meeting.

### **Agenda No. 2. UGC-IQAC Grant**

The Chair announced that the grant of Rs.3,00,000/-(Rupees Three Lakh only)has been sanctioned to college by UGC(letter no.F.IQAC-W-092/13-14 ERO)dated 19<sup>th</sup> March 2014 towards **the scheme of Internal Quality Assurance Cells (IQAC) during XII plan period** & we will receive the grant from UGC-ERO very soon. All the members are very happy.



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## **Agenda No.3. Innovative Teaching –Learning process**

The coordinator informed that to make the teaching –learning process more student-centric various innovative teaching methods like Power point presentation, students’ seminar, Departmental quiz, Group discussion, Film shows ,Survey, Term Papers, Industrial visit, Educational tour, Special lecture are employed by the faculty members.

The Chair told that the advance learners of the class should be motivated to help other students of the class to learn & two Tutorial classes per week (one for 1<sup>st</sup> year Hons. & one for 2<sup>nd</sup> year Hons.) should be taken by each faculty member to identify high & low achievers and to guide them accordingly so that the slow learners/low achievers can reach the minimum qualifying level.

## **Agenda No.4. Mentoring System for Students**

The Chair requested the Coordinator to introduce Mentoring System for students. She further told that student mentoring will help in overall development of the students. Faculty members should guide the students in their academic & stress related issues.

## **Agenda No.5.Faculty Development Programmes**

The Chair informed that IQAC always motivate and encourage faculty members to join/avail FDP under UGC XII Plan & encourage to participate in Refresher/ Orientation/Short term Course.

The Chair mentioned that three of our faculty members-Prof. Anindita Banerjee from Deptt. of Philosophy, Prof.Palash Mondal from Deptt. of History & Prof. Aparna Sadhu from Deptt. of Philosophy joined UGC-FDP under XII Plan for two years to complete their Ph.D. work.



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Two of our faculty members joined UGC Sponsored Summer School organised by ASC, University of Burdwan.

## **Agenda No.6.Career Advancement Scheme (CAS)**

The Coordinator informed that IQAC has checked and certified the API scores of Seven faculty members (Two from Deptt. of Chemistry, Two from Deptt. of Philosophy, One from Deptt. of Mathematics, One from Deptt. of History & One from Deptt .of Statistics)for their re-designation under CAS.

## **Agenda No.7. Major & Minor Research Project**

The Coordinator informed that UGC & University Circulars pertaining to research are displayed on the Professors' Notice Board.

The Chair added that adequate infrastructural support such as library; laboratory and reprographic facilities are provided by the college authorities. Internet and latest technological facilities are ensured for carrying out research work .All faculty members have been provided with unique user ID and password for accessing **NLIST site**.

The Chair mentioned the outcome-

Five of our faculty members are pursuing Minor Research Project under UGC XIIth Plan and two of our faculty members are engaged in Major research project.

## **Agenda No.8. Miscellaneous**

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.

Dr. Aditi Sarkar  
Coordinator, IQAC

Dr. Sraboni Jha  
Chairperson, IQAC