



BASANTI DEVI COLLEGE

Established in 1959

(Government Sponsored)

[INTERNAL QUALITY ASSURANCE CELL]

10.07.2018

NOTICE

A Meeting of the Internal Quality Assurance Cell (IQAC) of the College will be held on 17.07.2018 at 1.00pm in the Meeting Room. All HODs are requested to be present in the meeting.

Agenda:

1. Semester –wise course of studies & Examination Process under CBCS
2. Library Orientation Programme
3. Workshops on new Syllabus under CBCS
4. Students Mentoring
5. Any other matter with the permission of the chair

Aditi Sarkar
Coordinator, IQAC
Basanti Devi College

Minutes of the Meeting held on 17.07.2018

Members present in the Meeting

1. Dr. Indrila Guha, Principal and Chairperson.
2. Dr. Aditi Sarkar, Head & Co-ordinator, IQAC
3. Dr. Sumana Chatterjee, NAAC Coordinator
4. Prof. Rusati Sen, HOD, Deptt of Statistics & Convener, Academic-Sub-Committee
5. Dr. Sraboni Jha, Assoct Prof, Deptt. of Economics
6. Dr. Indrani Dutta Satpathi (HOD, Deptt. of Bengali)
7. Dr. Ralla Guha Niyogi (HOD, Deptt. of English)
8. Prof. Palash Mondal (HOD, Deptt. of History)
9. Dr. Aparna Sadhu (Deptt. of Philosophy)
10. Dr. Mihir Naskar (Deptt. of Political Science)
11. Dr. Sujata Mitra, HOD of Sanskrit, Administrative Officer, IQAC
12. Prof. Sanchita Ghosal, HOD, Deptt. of Com. English
13. Dr. Amrita Mondal, HOD, Deptt. of Chemistry & Internal Member, IQAC
14. Dr. Gour Chandra Mondal, HOD, Deptt. of Mathematics & Internal Member, IQAC
15. Dr. Sima Gupta Roy, HOD, Deptt. of Physics
16. Prof. Barnika Bandyopadhyay, HOD, Deptt. of Sociology
17. Prof. Moumita Ghosh, HOD, Deptt. of Psychology
18. Prof. Nandini Mukherjee, HOD, Deptt of Women's Studies
19. Prof. Kakoli Dey, HOD, Deptt. of Computer Science
20. Prof. Udit Mukherjee, Lecturer, Deptt. of Env. Science
21. Librarian, Internal Member, IQAC
22. Sri Samik Chowdhury, Internal Member, IQAC

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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. She thanks all the stakeholders of the college for providing best effort to organise the re-accreditation process of NAAC 3rd cycle successfully.

Agenda-I University Undergraduate Semester –wise course of studies & Examination Process under CBCS

The Principal requested all the Heads to explain in detail the University Undergraduate (Hons/ Gen/ Major) Semester-wise course of studies, Internal Assessment including attendance of each subject, Practical & Tutorial Examinations, Question Pattern & marks distribution to the students under Choice Base Credit System. She also mentioned that Students will be made aware of the course and program outcome and specific outcomes. Prof. Rusati Sen, Convener, Academic-sub-committee mentioned that students must be made aware of internal & external pass marks for each course because students will have to pass the University external examination (Full marks-65) separately in order to successfully pass the Semester examinations.

Agenda.II. Library Orientation Programme

Librarian requested all Heads to encourage all B.A./B.Sc Sem -1 students to participate in Library Orientation Program which will be organised in the college Auditorium & Library on August 6th & 7th, 2018.

Agenda.III. Workshops on new Syllabus under CBCS

Our respected Principal requested Heads & one teacher from each department to attend the workshops on New Syllabus under CBCS which will be organised by University UG Board of Studies of different departments time to time & provides relevant information to other teachers & students of the department. She further announced that Chemistry department of our college will organise a workshop on 'Experiments in the New Syllabus of Chemistry under CBCS' on 10.10.2018 in college Auditorium.

Agenda .IV Students Mentoring

The Principal requested all Heads to divide the students of B.A./B.Sc Sem-1 into different groups. Under each teacher there will be 5 to 10 students. The teacher will maintain record of class attendance, class performance and academic progress of each student. She further mentioned that the teachers will take up mentoring as a serious mission to help the students to reach their full potential.

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

Dr. Aditi Sarkar
Coordinator, IQAC

Dr. Indrila Guha
Principal & Chairperson, IQAC

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