



BASANTIDEVI COLLEGE

Established in 1959
(Government Sponsored)
NAAC Reaccredited **B+** (3rd Cycle)

15.06.21

NOTICE

An Online Meeting of the Internal Quality Assurance Cell (IQAC) of the College will be held on 23.06.2021 at 3.30pm through Google meet. All Members of IQAC are requested to be present in the meeting. The meeting link will be provided in the IQAC, BDC Whatsapp group & through mail to all the members.

Agenda:

1. Maintenance & Utilization Policy
2. Policy for Slow & Advanced Learners(Remedial Policy)
3. Mentoring Policy
4. Report on Environmental Management Initiatives
5. Academic Calendar2021-2022
6. Class Routine
7. Miscellaneous

Dr.Aditi Sarkar Coordinator,
IQAC Basanti Devi College, Kolkata



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Action Taken Report in the form of Minutes of the Meeting held on 23.06.2021

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-1, 2 &3

The Coordinator, IQAC read out the draft Maintenance & Utilization Policy, Policy for Slow & Advanced Learners (Remedial Policy) & Mentoring Policy. The Coordinator did the necessary corrections on the basis of the suggestions given by the members. The external members suggested placing the Policies before the next Governing Body Meeting for valuable suggestions (if any) & approval. It was decided in the meeting that from next academic session all the HODs must follow the policies & maintain detail records.

Agenda-4 Report on Environmental Management Initiatives

The Coordinator IQAC read out the Environmental Management Initiatives-2020-2021 taken by the college during the session 2020-2021. All the members are very satisfied with the initiatives taken by the college. The external members thank the entire IQAC team along with the Principal Madam for the initiatives. It was also decided in the meeting that the report will be placed before the next Governing Body meeting for approval. The external members also suggested to attached Geo tagged photographs of various programs in the report.

Agenda-5 Academic Calendar 2021-2022

The Coordinator IQAC placed the draft copy of the Academic Calendar 2021-2022 in the meeting which is prepared on the basis of the Academic Calendar of the University of Calcutta. The Academic Calendar will be given in the college website.

Agenda-6 Class Routine

The Chairperson IQAC informed the members that the same Master Routine of last session will be followed in this academic session also.

Agenda-7 Miscellaneous

As there is no other points of discussion, the meeting ended with a vote of thanks to the Chair.

Dr. Aditi Sarkar
Coordinator, IQAC

Dr. Indrila Guha
Principal & Chairperson IQAC