

# BIDHANNAGAR COLLEGE

Govt. of West Bengal  
EB-2, Sector-I, Salt Lake  
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# বিধাননগর কলেজ

পশ্চিমবঙ্গ সরকার  
ব্লক-ই.বি.-২, সেক্টর-১, সল্টলেক  
কলকাতা-৭০০০৬৪  
দূরভাষ- (০৩৩) ২৩৩৭-৪৭৬১  
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Memo No.....

Date: ...../...../20.....

Memo No: 180/22

26.04.2022

To  
All external and internal  
members of IQAC.  
Bidhannagar College.

**Sub: Invitation to attend the meeting of IQAC, Bidhannagar College, Kolkata**

Sir / Madam,

In pursuance of the Action Plan for performance evaluation, assessment and quality up-gradation of our Institution, I cordially invite you to attend the upcoming Internal Quality Assurance Cell (IQAC) meeting scheduled to be held on 7<sup>th</sup> May, 2022 at 2:00 pm in the Board Room (New Building) of our College to discuss the following agenda:

1. Scrutiny and approval of the AQAR (for the academic year 2020-2021) prior submission to NAAC portal.
2. Future work plan of IQAC, Bidhannagar College.
3. Review and action/s to be taken on students' feedback analysis.

I look forward hearing from you.

Thanking You,

Sincerely yours,

  
Principal  
Bidhannagar College

Principal  
Bidhannagar College  
Salt Lake, Kot-64

## Members Present on the meeting on 7.5.2022.

1. Spandan
2. S. Saipata
3. Dipankar Biswas, A. E. (Civil), P. W. Dte.
4. Soumitra Bandyopadhyay, JE (Civil), P. W. Dte
5. Amitabha Kundu
6. Priya Mohan Das
7. Jhumpa Chakr.
8. ~~Devi~~
9. J. Dhanu Gupta
10. Anurag Mishra
11. Kiranmay Chatterjee
12. Upul Dasgupta
13. Subhadipa Sengupta
14. Anika Pouda Majumdar
15. Shyamal K. Mishra
16. Bharati Mukhopadhyay 7/5/22

## MEETING OF IQAC

HELD ON 07.05.2022

### MINUTES

1. Agenda of the meeting was to approve the AQAR (Annual Quality Assurance Report) 2020-2021 including total documentation of the yearly activities of the College within 15<sup>th</sup> May, 2022.
2. The AQAR report encompass 7 criteria as follows:
  - i. Curriculum
  - ii. Teaching-learning and evaluation
  - iii. Research and innovation
  - iv. Infrastructure
  - v. Student support and progression
  - vi. Governance, leadership and management
  - vii. Institutional vision and social responsibility
3. Dr. Bharati Mukhopadhyay, Coordinator, IQAC elaborated the AQAR report mentioning all the 7 criteria, for information of the internal and external IQAC members.
4. Dr. Mukhopadhyay discussed the plans of the last year, some of which have been materialized in the past annum, including:
  - i. Renovation of the solar energy system of the College
  - ii. Formation of an emergency relief fund
  - iii. Automation of the Central Library
  - iv. Implementation of the students' feedback as well as the teachers' feedback system
  - v. Creating institutional facility for alternate energy source
  - vi. Segregation and proper management of degradable and non-degradable wastes
  - vii. Water conservation practice through renovation of the rainwater harvesting system
  - viii. Development of green campus
5. Dr. Mukhopadhyay also declared the future plans for the coming session that include:
  - i. Participation of the Institute in NIRF

- ii. To make the campus free of plastic
  - iii. Introduction of green audit
  - iv. Initiatives taken to reduce carbon emission
  - v. Organizing seminars on gender equality and human ethics
  - vi. Establishment of student support cell for providing psychological assistance
  - vii. Introduction of value-added courses and add-on courses
  - viii. Applying for DBT Star College Scheme
6. Dr. Subrata Panda, External Member, IQAC, discussed his views as follows:
- i. Attendance of the students in offline classes should be monitored specially in late afternoon classes
  - ii. The Institution should think of adopting slum area
  - iii. Gym instructor should be appointed for the College gymnasium
7. Smt. Jhumpa Ghosh, External Member, IQAC and member of Alumni Association suggested students' membership should be introduced in the gym
8. Dr. Tirtha Pada Majhi, member, IQAC, mentioned the necessity of 'code of conduct' for the students as well as teachers and non-teaching staffs of the College. He also urged for ban on plastic in the campus and ban on ragging.
9. Dr. Saurabh Chakraborti, Principal, Bidhannagar College, stated in connection that a case of ragging in the campus had been registered in UGC.
10. Dr. Chakraborti discussed the future plan to introduce value-added courses and add-on courses in different Departments of the College
11. Professor Subir Chandra Dasgupta, External Member, IQAC, advocated for different add-on courses like course on GST Tally, foreign languages such as French and Spanish, Communicative English. He also suggested the following reforms:
- i. Construction of disabled friendly washroom
  - ii. Organizing technical workshop on ethical hacking
  - iii. Organizing seminar on career prospects by career counseling committee
  - iv. Various activities conducted by NSS
  - v. Principal of the Institution may communicate in writing to MNCs like TCS, WIPRO, CapGemini, Amazon, Flipkart etc. for organizing on campus placement drive

- vi. The College should contact certain NGOs for village adoption
  - vii. The Institution may ponder over MOU with Airport Authority of India for maintenance of waste disposal system in the College or introduction of Spoken English Course
  - viii. Feedback of students belonging to all the semesters should be obtained
12. Dr. Bharati Mukhopadhyay, Coordinator, IQAC mentioned the best practices that are conducted in the Institution:
- i. Different Departments organize webinars in collaboration with IQAC
  - ii. Independence Day is being observed in the Institution
  - iii. Other commemorative days of National and International significance have also been observed in the College
  - iv. Programmes have been organized on '22 she shrabon', Environment Day, Vidyasagar Jayanti
  - v. NSS conducted e-quiz on 15<sup>th</sup> August
  - vi. Students' seminar have been organized by different Departments
13. The PWD Engineer reminded of the lack of proper fire fighting system in the College.
14. Dr. Ashokendu Sengupta, External Member, IQAC, suggested:
- i. Governing Body of the Institution should take the responsibility of conducting Academic Audit in the College
  - ii. The College should prepare the AQAR report with utmost importance
  - iii. The College should think over school adoption
  - iv. Health related camps such as Covid vaccination camp or camp for blood group testing should be organized in the College
  - v. Intimation of the seminars and webinars should be conveyed to the external members of IQAC in time
  - vi. Principal of the Institution should take necessary remedial measures on feedback analysis
  - vii. Academic Audit should be conducted by audit team consisting of Principal and external auditor who will design the audit form and give advice to the Departments keeping in view the live feedback from the students
  - viii. Computer education should be introduced for minority students

- ix. Dindayal Upadhyay Scheme may be used for add-on courses
  - x. Renewable energy source like solar energy may be utilized to run all the Science Departments and surplus electricity should be sold to the grid
  - xi. Rainwater harvesting system should run in the campus
  - xii. Floral and faunal diversity of the campus should be documented
  - xiii. Medicinal garden of the College should be properly maintained
  - xiv. Waste management system should be maintained in a regular way
15. Smt. Jhumpa Ghosh, External Member, IQAC, proposed Alumni Association can take initiative of:
- i. Introducing 'Digital Literacy Course' at free of cost for the students of the College of 2 hours per 5 days duration
  - ii. Adoption of school in collaboration with certain NGOs
  - iii. Measurement of carbon credit in the campus
  - iv. Organizing 1 day or 2 days workshop on gender equality
16. Dr. Kiranmoy Chatterjee, Member, IQAC, stated that students' feedback has been obtained at both Under-Graduate and Post-Graduate levels through online system and the analyses have been uploaded in the College website. He also added that the students' feedback consisted only of the passing out batch.