

Date: 2.12.2016

Members present :

1. Raj
2. Anur
3. Jagan
4. Saikat Choudhary
5. Prof.
6. Dr. Sarfaraz Ali
7. Prof.

### Resolutions of the Meeting Dated 02.12.2016

Dr. Sutapa Pal, Teacher-in-Charge of the college presides over the meeting and the discussions start. The following resolutions are taken in the meeting:

**Agenda 1:** Confirmation of the proceedings of the last meeting.

**Resolution:** The proceedings of the last meeting are read out and confirmed by all present in the meeting.

**Agenda 2:** Preparation for NAAC Peer Team visit.

**Resolution:** It is resolved unanimously that neither the college teachers nor the non-teaching staff will be sanctioned leave until the departure of the NAAC Peer Team on 10.12.2016. All the teachers will also have to remain in college on their preparatory days. Finally, teaching staff, non-teaching staff, and the Students' Union are requested to do their assigned duties positively and sincerely.

**Agenda 3:** Misc.

1. To note the completion of the short-term course by Dr. Sutapa Pal

**Resolution:** It is noted that Dr. Sutapa Pal attended the International Workshop on "Sampratik Rabindra Samiksha" and completed the course.

The meeting ends with a vote of thanks to all.

*Dr.*

IQAC Co-ordinator  
Debra Thana S K S Mahavidyalaya  
Chakshyampur Debra, Paschim Medinipur  
WB Pin-721124

*Dr.*

Teacher-in-charge  
Debra Thana Sahid Kshudiram  
Smriti Mahavidyalaya  
Paschim Medinipur-721 124

Date: 24.03.17

Members present:

1. Pal
2. Das
3. Chakrabarty
4. Saket Chakrabarty
5. Jagan
6. Sa Sanjay Ali
7. Prasad
8. Pal
9. Asim Saha

### Minutes of the IQAC Meeting dated 24.03. 2017

Dr. Sutapa Pal, Teacher-in-Charge of the college presides over the meeting and the discussions start. The following resolutions are taken in the meeting:

#### Agenda 1: Confirmation of the proceedings of the last meeting.

**Resolution:** The proceedings of the last meeting are read out and confirmed by all present in the meeting.

#### Agenda 2: To discuss the recommendations by NAAC Peer Team after its visit on 8.12.16-10.12.16.

**Resolution:** The recommendations by NAAC Peer Team after its visit on 8.12.16 - 10.12.16 are read out by the IQAC Coordinator. These recommendations are discussed in detail. The authority is requested to follow these recommendations and take necessary action.

#### Agenda 3: To note the completion of Orientation/Refresher/ Short Term Course by a number of teachers.

**Resolution:** It is noted that the following teachers attended Refresher/Short Term Course and completed them successfully:

Name of the Teacher	Course	Date of the Course	Universities/ Colleges/ Institutes of Higher Education
Pankoj Kanti Sarkar	Refresher Course on Studies in Peace and Conflict	03-01-2017 - 23-01-2017	HRDC, University of North Bengal
Dasarath Halder	UGC Sponsored 7 Days International Level Workshop on Methodology of Teaching Bengali Literature at College/University Level	20-01-2017 - 26-01-2017	Department of Education, Jadavpur University in collaboration with Byanjanbarna Foundation, Kolkata
Dr. Sutapa Pal	UGC Sponsored 7 Days International Level Workshop on Methodology of Teaching Bengali Literature at College/University Level	20-01-2017 - 26-01-2017	Department of Education, Jadavpur University in collaboration with Byanjanbarna Foundation, Kolkata
Dr. Sutapa Pal	National Level Research-Oriented Workshop on Manuscriptology and Bengali Manuscript	23-02-2017 - 08-03-2017	Ramkrishna Mission Vidyamandir, Belur, Howrah and Swami Vivekanda Research Centre & PrabahamabBanglacharcha

#### Agenda 4: Misc.

**Resolution:** There is no such matter to discuss.

The meeting ends with a vote of thanks to all.

*Pal*  
IQAC Co-ordinator  
Debra Thana S K S Mahavidyalaya  
Jhansiyampur, Debra, Paschim Medinipur  
W.B. Pin-721124

*Pal*  
Teacher-in-charge  
Debra Thana Sankar Kshudiran  
Smriti Mahavidyalaya  
Paschim Medinipur-721 124

## Section IV: Recommendations for Quality Enhancement of the Institution

*(Please limit to ten major ones and use telegraphic language)*

*(It is not necessary to indicate all the ten bullets)*

- The Management must take up with the State Govt. for higher funding and other help to make the college serve students effectively.
- Serious and sincere efforts may be directed for recruitment quality faculty with appropriate cadre ratio.
- Encouragement to faculty to enhance their qualifications.
- Research ambience to be created.
- Motivate faculty to raise financial resource mobilization through research and consultancy work, and also to publish quality research papers.
- Laboratory and ICT infrastructure, and library services may be suitably upgraded to avoid its obsolescence, and meet the requirements of the stake holders
- Collaborations and interactions with Industry, research organizations and Universities should be encouraged and supported.
- More value-added and skill-based courses relevant to the area should be started.
- English Language Lab. Should be established.
- Each department must be furnished with minimum equipment (where applicable) and infrastructure facilities and adequate number of teachers.
- The State Govt. must not remain indifferent to the genuine needs of the college as it is serving rural students and trying to help them to come up professionally.
- Part-time teachers should be given teaching load as per Govt. rules.
- Guest faculty must be paid a minimum of Rs. 6000 per month in order for them to do a good teaching job.