

BARJORA COLLEGE
INTERNAL QUALITY ASSURANCE CELL (IQAC)
BANKURA-722202

No. IQAC/2019-20

Dated: 17/06/20

MINUTES OF MEETINGS OF IQAC 2019-20

RESOLUTIONS:

1. Academic Calendar of the Departments, lesson Plans along with the progress of the syllabus of each subject and teaching load in respect of each teacher for each semester for current academic semester(2019-2020) is submitted by the Heads of all the departments to the cell positively by August,2,2019 to ensure academic management of the college.
2. Admission Committees are formed and given responsibility to run admission process smoothly for the session 2019-20 from June 2019 with the cyber vendor Best Solution which is selected through tender and is shouldered with the responsibility of online admission process and online payments of all types of fees. Admissions are completed according to merit list that are published time to time and also the admissions are closed on June 30 ,2019 to start classes within time and as per calendar.
3. After the approval of the proposal of the Finance Committee & the Purchase Committee of the College by the IQAC for procuring 1 Air Condition for Principal;sChamber,Chairs 3 big Dustbins 1 Carom board for Girls Room and for completion of some civil works within a short time ,a certain amount for buying the commodities and services is recommended.

4. IQAC placed demand letter of the Department of Geography before the Principal for providing them with Computers and Printers. Following are the details:

5 sets of Computers and 5 printers in all from which 3 sets of computers and 1 printer are installed in the Geography department, 1 set of computer and 2 printers are installed in the college office and another 1 set of computer and 1 set of Computer and 1 Printer for Examination Purpose and 1 Laptop, 1 Printer cum Scanner and a desktop computer set for Principal's use are purchased by inviting tenders.

5. Library books for Rs. 67,438.00 are purchased this year, Library Committee and IQAC jointly took the task of giving accession number on the new books with the help of Library staff so that the books may be available to the students as soon as possible.

6. A plan chalked out for using the grants properly as per the guidelines of the State Government that is going to release a Grant -in-Aid of Rs. 3 crore as Building Grant for construction and maintenance and Rs. 50 Lakh as Development Grant for furniture and equipment to Government Colleges. The tender for purchasing furnitures are invited and at last the work order is given to WBSIDCL. Our Building Committee gave an estimate of at least Rs. 1,10,49,770.00 and the finance committee presented an approximate estimate for Rs. 36,99,965.00 for furniture and equipment. Also the papers are submitted at DPI Kolkata.

7. Two new teachers joined this month in two departments i.e. Shri Ranjoy Khan, Assistant Professor in Philosophy and Shri Mithun Singh Roy Assistant Professor in Economics. Their Papers for pay fixation are sent to DPI Kolkata Pay Fixation Section for ensuring

and regularize their salary. New service books for the incumbents services are started.

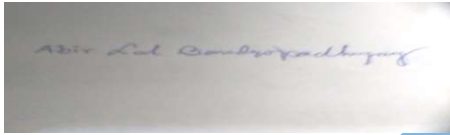
8. CAS of Shashi Sheikh, Abir Lal Bandyopadhyay, Mahadev Saren and Papiya Nadi Palit has been completed on 9th August at Principal's Chamber for stage 3 with grade pay of Rs. 8000.
9. Annual Social Cultural Programme is going to be held on 5th September 2019 as usual. The Cultural Committee is given a complete responsibility to carry on the programme successfully with the cooperation of the students' representatives.
10. Shri Asim Ruidas and Benazir Sk joined the college as assistant professors in Sanskrit and English Department respectively. Their Papers for pay fixation are sent to DPI Kolkata Pay Fixation Section for ensuring and regularize their salary. New service books for the incumbents services are started.
11. IQAC prepare Academic Calender for coming Academic Session 2020-2021. Admissions started from August 8th 2020 due to Covid 19 situation. Admission process is completed through online as per government directions. Classes are being held online. New Students along with old ones are provided with study materials and classes regularly online. In this situation. Internal examinations are held online and the final examinations as per University directions. Only End semester examinations are held online only for 6th semester and other examination are cancelled and the students promoted to the next Semesters.
12. Dr. Gautam Kar whose CAS is due for Associate Professor on July 2019 has submitted letters to the University and the DPI and also received letters of experts but due to Covid-19 Condition no expert is ready to complete the process. Wishing him a good luck for coming days.

13. Service of four professor who joined the college last year is confirmed in the Governing body on 22 March 2021. They are following Professors:

- 1.Ranjay Khan -Assistant Professor- Philosophy.
- 2.Mithun Singh Roy-Assistant Professor-Economics.
- 3.Benazir Sk-Assistant Professor-English.
- 4.Asim Ruidas-Assistant Professor-Sanskrit.

14. Pay fixation As per ROPA 2019 is completed in January 2020 for teaching and Non-teaching staff.

Meeting is ended with vote of thanks.



Coordinator IQAC
BarjoraCollege, Bankura

Asim Ruidas