

**Internal Quality Assurance Cell (IQAC)**  
**Bethune College**  
**181, Bidhan Sarani, Kolkata - 700006**

**IQAC Meeting with Departments/ NAAC Steering & Core Committee**

Date: 08/4/2021

Time : 12:30 – 2pm\

Venue: RUSA HALL

**Agenda:**

1. NAAC- Action Taken Plan
2. Upcoming DVV workshop
3. Matters arising

**Members Present:**

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|--------------------------------------|--------------------------|
| 1. Prof. Krishna Roy , Principal     | 11. Dr. Bimal Dirghangi  |
| 2. Dr.Maitri Ghosh, NAAC Coordinator | 12. Saptarshi Mondal     |
| 3. Dr. Sudeshna Mitra                | 13. NeelanjanaBasu       |
| 4. Smt. Sumita Mukhopadhyay          | 14. Dr. Gautam Goswami   |
| 5. Dr.AnushilaHazra Bhattacharya     | 15. Debaprasad Pal       |
| 6. Dr.NilanjanaBagchi                | 16. Saswati Roy          |
| 7. Dr. Abhijit Bhattacharya          | 17. Mousumi Chatterjee   |
| 8. Tayanika Mukherjee                | 18. Adrita Chakrabarti   |
| 9. Dr.Anasua Dutta                   | 19. Sumanta Mukhopadhyay |
| 10. Titi Mukherjee                   | 20. Sourav Ganguly       |

**Principal Prof. Krishna Roy chaired the meeting.**

**Minutes:**

Dr.Maitri Ghosh reported that a discussion was held between the officials of Higher Education department and our college administrative body and it came to be known that no relaxation would be given on behalf of the NAAC team to any institution due to Covid pandemic lockdown. Hence, August 2021 should be the work-deadline to submit the SSR.

The following were points of discussion in the meeting:

1. Online teaching and feedback from the students would be extremely necessary.
2. Principal Madam emphasized on the delayed process prior to the pandemic period and pressed on for more sincerity towards the multifarious work.
3. A feedback account of the students and their employment, thereby notifying the whereabouts of the students, post-college pass out period.
4. ‘Cyber-security’ and ‘Data science’ are two subjects which can be included as certificate courses under vocational training for students and teachers alike.
5. To involve students under ‘Bratachari’ system of imparting education enhance indigenous methods of study in students. Principal Madam suggested a collaboration between NSS with Saroj Nalini Society.

6. Curriculum Design is necessary to form a healthy departmental framework.
7. The teaching process and methods should be meticulously screened and supervised by the concerned committee.
8. Research and publication from the last five years has to be conglomerated with recent publication.
9. Outreach program – which includes psychological counselling and others need to be enhanced.
10. IQAC reports, minutes and action taken reports should be meticulously checked.  
Dr. Bimal Dirghangi spoke on ICT and Wi-Fi system in the institution. Internet failure apart the college NET is running fine. The present state demands a third provision of Optical Fibers. It was suggested that the Broadband Connection (BSNL) ought to be disconnected. About five to five thousand five hundred Rupees would be spent for installment of the Wi-Fi system. The Switches of Wi-fi were proposed to be at a) Main Gate b) Entrance of the Eng. Dept- Arts building c) Kadambini Bhawan vertical extension d) Science-Library.  
Among these the Arts Building will have to be Wi-Fi enabled. Srijoni Maitra, Debaprasad Pal and Saptarshi Mondal were appointed to inspect the installment of Wi-Fi.
11. Unanimously it was decided that Dr. Kamal Kanti Som will remain as the IQAC coordinator under the following circumstances.
12. The Data of Scholarship shall be meticulously kept and sent accordingly.
13. The committees of DGC (Grievance cell) and ICC needs to be reshuffled and an annual meeting ought to be organized. A committee comprising Dr. Debalina Banerjee, Dr. Pratap Chandra Roy and others was formed as ICC (Internal Complaints Committee) which needs to be reshuffled. Problems regarding verbal abuse, regarding students, teachers and non-teachers shall be included.
14. IQAC members, HODs, Steering Committee members must be present at 11:30 AM on 21<sup>st</sup> April, 2021 for workshop on NAAC DVV. All the criterion has to be studied well and accordingly the workshop will be arranged. The quantitative insight has to be noted down with the aspects thereto.
15. Dr. Maitri Ghosh emphasized on the methodology of Mentor-Mentee Report and the inner details thereof. The next meeting date will be held on 13<sup>th</sup> April, 2021. The college has to remain open from 11 to 4 on working days according to discretion and decision of individual departments.
  - a. Dr. Shankar Kumar Nath, famous oncologist will have to be formally given a letter for a portrait of Dr. Kadambini Ganguly.
  - b. The name of Arnab Pal was suggested for preparing portraits of /a bust of Sir J E D Bethune.

The NAAC team comprising of Dr. Nilanjana Bagchi and Dr. Suranjan Dasgupta has incorporated Dr. Gautam Goswami into the team.

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