



Bajkul Milani Mahavidyalaya

(Govt. Sponsored & NAAC Re-accredited)
Estd.- 1964

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IQAC (Internal Quality Assurance Cell)

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Ref. No. BMM/IQAC/R-03/2018-19

Date

MINUTES OF RESOLUTION OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

Date of meeting: 21.12.2018 Time of meeting: 11.30 AM Place: Chamber of Principal

Reference No. IQAC/16/S05/2018

1. The meeting was held under the chairmanship of Prof. Pijush Kanti Dandapath, Teacher-in-Charge
2. The following members were present;
 - a) Dr. Sunirban Das
 - b) Prof. Sanghamitra Nath
 - c) Mr. Shyamapada Barman
 - d) Dr. Dipanjan Ray
 - e) Dr. Saswati Parua
 - f) Prof. Srilekha Dan
 - g) Prof. Biswanath Dolai
 - h) Prof Dilip Biswas
 - i) Mr. Narayan Chandra Maity
 - j) Mr. Sujit Bera
 - k) Mr. Rabin Chandra Mondal
 - l) Mr. Sankar Pradhan
3. The meeting was convened by Dr. Saurav Samanta, Coordinator of IQAC
4. The following points were discussed at length at the meeting:
 - Preparedness for the forthcoming National Assessment and Accreditation Council (NAAC) inspection in 2020
 - (i) The college shall aim for grade 'A' in 2020 in an effort to score higher than the previous NAAC inspections where it earned grade 'B'.
 - (ii) In order to achieve the aforesaid, the college intends to seriously work upon the recommendations provided by NAAC during its last inspection in April 2015.
 - (iii) However, the entire set of recommendations provided by NAAC team of 2015 was not available in-hand. It was agreed that Dr. Satyanarayan Sau, former Teacher In-Charge, who was the head of the institution during NAAC inspection conducted in April 2015 would be approached for this purpose.

(iv) High dropout rate among students is common and NAAC inspection in 2015 had taken note of this fact. Members discussed reasons responsible for high dropout rates such as:

- prevalence of early marriage among young girls and subsequent discontinuation of higher education,
- tendency to take up myriad kinds of jobs among young boys to look after their families, and
- penchant for quitting higher education once the entire scholarship available under Kanyashree is received by the eligible student

It was decided that the college shall take steps to curb the high dropout rate among students. These were:

- Make teaching-learning innovative through the use of Information and communications Technology (ICT). Smart classrooms are already in place in the college equipped with computers, slide projectors, speakers, and microphones.
- It was agreed that different departments would coordinate among themselves and allocate time slots to use the smart classrooms effectively. For example, Bengali and Sanskrit departments could share one smart classroom by mutually agreeing upon conditions (such as apportionment of day and time) to facilitate harmonious usage of the same.
- At present, departments teaching post-graduate courses in addition to undergraduate courses could access smart classrooms. It was assured that departments teaching under –graduate courses only would be gradually given access to the said facility.
- It was suggested the Seminar Room required immediate renovation and repair works
- It was also suggested that students and faculty members should be given technical training to handle ICT with ease and dexterity
- Students should be encouraged to make class presentations which not only builds confidence but also motivates them to learn classroom lessons sincerely. Class presentations, in a way, induces greater understanding of the subject and may prove to be an anti-dote to rote learning

(v) Initiatives towards Faculty Development needed much attention as per NAAC inspection in 2015. This was expected to broaden knowledge of the discipline while keeping informed about recent developments in respective disciplines in addition to improving quality of teaching. Faculty, irrespective of the nature of employment, shall be encouraged to not only participate and present papers in state, national and international conferences, seminars and workshops but also engage in M.Phil/Ph.D and undertake computer training.

(vi) It was brought to notice that library usage in general and INFLIBNET usage in particular was disturbingly low. Despite heavy investments in books and journals and INFLIBNET facilities, usage seemed to range between 1 and 2 per cent only.

- In order to increase library usage, it was suggested seminars or workshops be conducted to inform about the resources currently available as well as teach OPAQ search methods

to students and faculty. Further, it was suggested book exhibitions could be held to provide a preview of the new publications in the respective disciplines

- Digitization of the Library should be an important agenda in NAAC 2020 readiness program. This meant equipping computers in the library with 24x7 Internet and OPAQ as well as creating a portal that gave access to online resources such as INFLIBNET facilities. Students and Faculty would be able to access such resources via the portal by logging in with respective usernames and passwords
- The library also required to plug loopholes in maintenance of register at the gate

(vii) It was recommended that the college should publish its own journal. This journal could be a non-UGC referred journal as well. It could be published under the aegis of the Journal Committee. Inspiration could be drawn from the publication work done for 'Milani', an erstwhile journal of this college. It was agreed that endeavours for the college journal should commence in January 2019 without any delay

(viii) The Journal Committee should be re-grouped as soon as possible so that Volume I of the college journal could see the light of the day. It was brought to the fore that necessary permits required for such publication had already been obtained from multiple sources.

(ix) It was strongly felt that the number of seminars/conferences/workshops conducted by the college should be increased. As a result, an international conference was being arranged from 5th to 7th February 2019 via collaboration between History and Geography departments of this college. Departmental seminars were also encouraged with invited speakers or resource persons.

(x) Student feedback and Parent Teacher Meeting should be pursued seriously. They need to be conducted regularly and organized systematically. It was agreed that student feedback would be taken in January 2019 without any delay by respective departments. Recently, Parent Teacher Meeting was held for 3 days with the Teacher In-Charge in connection with low attendance among students.

(xi) Proposals were also made for

- Computer Centre within the college premises
- Cheap store
- 24x7 reliable Internet connection which does not disconnect often
- CCTV
- Sanitary Vending Machines
- Solar Panels to meet demand for electricity in the midst of irregular state supply
- Procurement of lights, fans, tables and chairs, and exhaust fans (for Chemistry department in particular)
- Garden created out of medicinal plants- an initiative of Botany Department
- Commencement of Rescue Centre- an initiative of Zoology Department
- Vocational Training for Students
- Air Conditioning for Office staff
- More toilets for Women

(xii) It was also proposed that seat capacity be increased in Post-Graduation in Bengali and Geography departments to cater to high demands among students. Physics department should explore the option of opening post-graduate courses

(xiii) Cleanliness of the college premises required urgent attention. Problems such as garbage overflowing, dusty classrooms, and littered corridors were common. It was proposed more trash bins be put in place and the sweeping staff asked to work in two shifts- morning and afternoon giving special attention to toilets.

(xiv) The next meeting of the IQAC was scheduled to be held in the last week of January 2019.

(xv) The meeting ended with a vote of thanks to the Chair


Chairman
IQAC
Bajkul Milani Mahavidyalaya


Co-ordinator
IQAC
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