



Bajkul Milani Mahavidyalaya

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

Principal : (03220) 274-291
(Office):

IQAC (Internal Quality Assurance Cell)

P.O.- Kismat Bajkul • Dist.- Purba Medinipur • Pin- 721655 • West Bengal

E.mail : iqacbajkulcollege@gmail.com

Ref. No. BMM/IQAC/2-07/2018-19

Date

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

Date of meeting: 30.01.2019 Time of meeting: 11.30 AM Place: Chamber of Principal

Reference No. IQAC/17/S06/2019

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. Sujit Maity
 - c) Mr. Shyamapada Barman
 - d) Prof. Gobinda Prasad Kar
 - e) Prof. Rabin Das
 - f) Dr. Saswati Parua
 - g) Prof. Preetam Bera
 - h) Mr. Partha Sakha Jana
 - i) Mr. Narayan Chandra Maity
 - j) Mr. Sujit Bera
 - k) Prof. Kali Pada Maity
 - l) Dr. Binoy Chanda
3. The meeting was convened by Dr. Saurav Samanta, Coordinator of IQAC
4. The following points were discussed at length at the meeting:
 - Discussion of the current status of NAAC Assessment to prepare for the forthcoming NAAC inspection in 2020
 - A Two-Day National Seminar (22nd and 23rd January 2019) was held on "New Methodology of NAAC Assessment for Quality Enhancement in Higher Education Institutes" at RamaKrishna Mission Vivekananda Centenary College, Rahara, West Bengal, and Dr. Pijush Kanti Dandapath, Teacher In-Charge of Bajkul MilaniMahavidyalaya, had sent three IQAC Members, Prof. Samir Kumar Bhandari (Head of the Department of Mathematics), Dr. Sunirban Das (Assistant Professor in the Department of Chemistry), and Prof. SanghamitraNath(Head of the Department of Sociology) to attend this national seminar.
 - Today's IQAC meeting discussed at length important criteria of assessment under the new methodology.

- i. There should be regular collection and documentation of data with respect to every activity undertaken by the college for the purpose of its development.
- ii. Development of library should be pursued in areas such as:
 - Automation of its erstwhile manual functions
 - Collection of Rare Books
 - Increase the number of books, e-books, journals and e-journals
 - Maintain log book of users of library whether faculty or students
- iii. Feedback from students, whether admitted into under-graduate or post-graduate courses, should be collected, analysed and acted upon to bring about further improvement in teaching-learning techniques
- iv. Utilization certificates of all government allotted funds should be properly documented and preserved
- v. While the list of Alumni should be maintained and updated regularly, contact must be kept with members of the alumni to remain informed about their establishments after graduating from college
- vi. ICT-enabled Smart classrooms should be used to the optimum in the college. This means the number of hours used and the number of departments using the same should increase over time.
- vii. NAAC prioritises performance assessments based on the time of submission of Self Study Reports (SSR) by colleges. Priority 1 refers to those colleges which submit SSR before January 2019, Priority 2 refers to those colleges which submit SSR in January 2019, Priority 3 refers to those colleges which submit SSR in March 2019.
- viii. All the recommendations made by NAAC during the 2015 inspection should be strictly implemented
- ix. Suppression of facts would lead to negative score for the college

➤ It was found progress as per the NAAC 2015 recommendations had been made:

- i. The CBCS was started in all subjects
- ii. Post-graduation courses in subjects with local demand were started
- iii. Additional classrooms were constructed
- iv. ICT-enabled Smart classrooms were constructed

➤ However, progress was needed in areas such as:

- i. Improvement in teacher-student ratio
- ii. Greater Internet availability in central library
- iii. Grievance Cell and Women's Cell should be immediately started
- iv. Student facilities should be increased
- v. Language Labs and Research Centre should be in place

➤ Mr. Shyamapada Barman, Librarian, proposed the following:

- i. By February, automation in library would be completed
- ii. Library Budget should be decided as soon as possible
- iii. Rare books shall be obtained from the collection of Mr Brojo Krishna Mondal
- iv. There should be a monthly training program for students to teach them on the methods to use Internet Search Engines

- v. There should a "Best Library User" Award for students
- vi. There should essay competitions with themes such as "Library as Temple of Knowledge" to foster greater increase of library users
- vii. There should be a well-designed Faculty Reading Room in the library
- viii. Avid library users among students should be allowed to borrow one extra book as an incentive to visit the library more often

➤ Dr. Pijush Kanti Dandapath, Teacher In-Charge, proposed the following:

- i. There should be vertical expansion of the college building and civil engineers should look into its feasibility
- ii. The pending SSR and AQAR reports should be submitted by December 2019 in order to become eligible for early NAAC assessment in 2020. The current NAAC accreditation is due to expire in April 2020
- iii. There shall be separate spaces for faculty and students at the canteen


Chairman
IQAC
Bajkul Milani Mahavidyalaya


Co-ordinator
IQAC
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