



Internal Quality Assurance Cell Krishnagar Women's College

Aurobindo Sarani, Krishnagar, Nadia
NAAC Accredited B

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Dated: 26.07.2022

Minutes of IQAC No. 1 held on 26.07.2022

Proceedings and resolutions of IQAC meeting held on 26.07.2022 at 1.00 pm to 3.00 pm against Notice No. KWC-IQAC 01/2022-23 dated 22.07.2022.

Members present:

1. Principal, Dr. Natasa Dasgupta, Chairman
2. Dr. Maya Biswas (Sinha), Coordinator
3. Dr. Pintu Banerjee
4. Smt. Kaberi Indra, Member
5. Dr. Suryendu Chakraborty, Member
6. Sri Sajal Biswas, Member
7. Smt. Sreeparna Dutta, Member
8. Smt. Kalpita Nandi, Member
9. Sri Prodip Das, Member

Proceedings and resolutions:

Chairperson, Dr. Natasa Dasgupta presided over the meeting.

Agenda 1. To read and confirm the resolutions of meeting No.KWC-IQAC-04/ 2021-22 dt. 02.05.2022

Resolutions 1: The proceedings of the meeting No.KWC-IQAC-04/ 2021-22 dt. 25.04.2022 held on 02.05.2022 were read and confirmed unanimously and action taken report has been prepared.

Agenda 2. To decide matters to come as agenda for this session 2022-23 for placing to the Governing Body for financial & administrative approval.

Resolution 2:

- i. IQAC proposed to re-opening of college hostel for the students from this academic session, 2022-23.
- ii. IQAC condemned the fact that in spite of an instruction from GB (Resolution 8e dated 01.04.2022), conveyed to the Head of the Department by the Principal in a letter dated 02.04.2022, the HoD of Physics has not submitted yet any proposal for opening the Honours

Course in Physics. Under the circumstances, IQAC desires to assign Sri Sajal Biswas, Assistant Professor of Physics and Sri Apurba Pramanik, Assistant Professor of Physics to prepare the detailed proposal for opening of Hons. in Physics from the next academic year, i.e., 2023-24 and submit the same within 7 days to Coordinator, IQAC to take necessary action.

- iii. IQAC will take initiative to upgrade CAS of all pending cases of teaching staff and librarian.
- iv. Since no college magazine has been published during the pandemic years 19-20 and 20- 21, IQAC requests College Magazine Committee to take initiative to publish magazine for the year 21-22 to be published within November'22.
- v. IQAC will propose the Research & Development Committee to prepare a detailed proposal to publish book through a national level renowned publishing house and the broad theme is suggested as "Women's Studies".
- vi. IQAC proposes revival of the pre-existing "Women's Study Cell" of the college under the nomenclature of "Women Cell" with the following members:
 1. Dr. Suman Bhattacharya-Joint Convenor
 2. Smt. Kalpita Nandi-Joint Convenor
 3. Smt. Mala Ghosh-Member
 4. Smt. Bulu Modak-Member
 5. Smt. Payel Kundu-Member
 6. Naznin E Firdous-Member
- vii. IQAC proposed to give registration fees to the teachers (not exceeding 2000/- in a year) to promote their active participation in national/ international seminars.
- viii. IQAC proposes purchase of computers (at least twenty nos.) for enhancing of ICT infrastructure in college.
- ix. IQAC proposes a book grant amounting to Rs. 300000/- for purchase of CBCS syllabus related books for various department. In this connection, IQAC suggests to procure few anti plagiarism software and software for correction like Grammarly to facilitate Research in the college.
- x. IQAC proposed for budget allocation for departmental seminars/ visiting lectures of Rs. 5000/- for each department in a financial year.
- xi. IQAC proposed for budget allocation for installation CC cameras in Hostel, Office rooms and corridors in all floors.
- xii. IQAC proposed to purchase cordless microphone for Room no. A Block, 7 and 3.
- xiii. IQAC proposed to conduct green audit and Gender audit by external agency.
- xiv. IQAC proposed to conduct academic and administrative audit by external agency as the statutory audit is pending for two years.
- xv. IQAC proposed for opening of certificate courses on Yoga Training, Boutique training, Mushroom culture and other Vocational trainings offered by different State and central Agencies. .
- xvi. IQAC proposed for Add-on Certificate courses which will be offered by the respective departments, where the students of our college and students of MOU colleges will participate. The course will be of 30 hours duration and course fee will be Rs.100/-. The

- course will be conducted through blended mode beyond the college hours or in offline mode during the holidays or vacations.
- xvii. IQAC proposed to conduct faculty development programs for teaching and non-teaching staff.
 - xviii. IQAC proposed arrangements of psychological counseling (at least one day per month), health check up with the help of student health home, different awareness programs on sexual harassment, gender sensitization and domestic violence for students.
 - xiv. IQAC proposed introduction of welfare schemes for the Non-Teaching Staff of the college.
 - xv. To install fire extinguisher in the college and hostel.

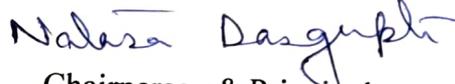
Agenda 3. Any other matters arising with the permission of the chair.

Resolution 3:

No other matter was discussed further.

Meeting ended with vote of thanks to the chair.


Coordinator
Dr. Maya Biswas (Sinha)
Co-ordinator
IQAC
Krishnagar Women's College


Chairperson & Principal
Dr. Natasa Dasgupta
Principal
Krishnagar Women's College



Internal Quality Assurance Cell

Krishnagar Women's College

Aurobindo Sarani, Krishnagar, Nadia
NAAC Accredited B⁺ (2nd Cycle)

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Date: 27.09.2022

Minutes of IQAC No. held on 27.09.2022

Proceedings and resolutions of IQAC meeting held on 27.09.2022 at 1.00 pm in the Principal's chamber against Notice No. KWC-IQAC 02 /2022-23 dated 19.09.2022.

Members present:

1. Dr. Natasa Dasgupta, Chairperson & Principal
2. Dr. Maya Biswas (Sinha), Dept. of Chemistry, Coordinator
3. Dr. Pintu Banerjee, Associate Prof., Dept. of Botany, Singur Govt. College. External member from management
4. Sri Naresh Das, Vice Chairman, Krishnagar Municipality, External Member from Industrialist
5. Sri Subir Pal, Eminent Clay Artist, Local external member
6. Smt. Rina Mukherjee, Alumni, Member from Alumni
7. Sri Subid Roy, Public Health Inspector, Govt. of W.B. Stakeholder from guardian
8. Smt. Kaberi Indra, Dept. of History, Member
9. Dr. Suryendu Chakraborty, Dept. of English, Member
10. Sri Sajal Biswas, Department of Physics, Member
11. Smt. Sreeparna Dutta, Dept. of Bengali, Member
12. Smt. Kalpita Nandi, Dept. of Philosophy, Member
13. Sri Prodip Das, Librarian, Member

Chairperson, Dr. Natasa Dasgupta presided over the meeting.

Agenda 1. To read and confirm the resolutions of meeting No.KWC-IQAC-01/ 2022-23 held on 26.07.2022

Resolutions 1: The proceedings of the meeting No. KWC-IQAC-01/ 2022-23 held on 26.07.2022 were read and confirmed unanimously with the following addition. Agenda 2 (iv) Since no college magazine has been published during the pandemic years 19-20 and 20-21, IQAC requests College Magazine Committee to take initiative to publish magazine for the year 21-22 to be published within November'22.

It is decided that the college magazine 2021-22 would be published within 15.11.2022. The work would be supervised by convener of magazine committee Suryendu Chakraborty, Sreeparna Dutta along with Mala Ghosh, Suman Bhattacharyya and Sk. Masikul Ahmed.

Agenda 2. To consider the matter of creation of post in

Mathematics

Geography

History

Political Science

For initiation of proposal to be sent to the Higher Education Department, W.B.

Resolution 2: It is decided that for initiation of preparation of proposal for post creation to be sent to Higher education department, W.B., Bijali Bhattacharyya, Dr. Maya Biswas (Sinha) and Samit De will do the job at an early date.

Agenda 3. To discuss and consider the matter of NAAC Webinar

Resolution 3: It is resolved that Principal Madam would contact the Principal of Bankim Sardar College for NAAC Webinar for holding the webinar in the 1st week of December 2022.

Agenda 4. To discuss and decide the matter of Webinar on Health Scheme for teaching staff.

Resolution 4: As regard health scheme for teaching staff it is decided that convener, Prokash Chandra Mandal would approach Dr. Partha Karmakar, JDPI, Higher Education Department, WB, requesting him to deliver a talk on the subject in virtual mode in the 2nd week of December 2022.

Agenda 5. To consider the matter of organizing awareness program to maintain stress free life for teaching and non-teaching staff by inviting the expert from Ramakrishna Mission.

Resolution 5: Principal Madam would request Ratna Mitra and Amit Ray to deliver a talk on stress management to teaching and non-teaching staff on a convenient day in the month of February 2023.

Agenda 6. To discuss the matter regarding holding a workshop with Student Health Home.

Resolution 6: Biswajit Halder, Baijayanti Ghosh, Prodip Das and Arindam Sarkar will make arrangement for organizing a workshop on student health home by taking up the matter with them within 15th November 2022.

Agenda 7. To decide the date of workshop on Health check up and psychological counseling for students.

Resolution 7: Sreeparna Dutta, Ashok Biswas, Dipali Shaw, Biswajit Halder, Nabanita De would make necessary arrangement for health check up and psychological counseling for student in last week of January 2023.

Agenda 8. To consider vocational training on mushroom culture, batik print, pottery work, compost manures etc. for students in collaboration with various Govt. agencies.

Resolution 8: Sajal Biswas, Bulu Modak, Apurba Pramanik and Dipali Shaw would make an arrangement for organizing programs on mushroom culture, batik print, pottery work, compost manures etc. by inviting experts from different line department of the Government and NGO. They would fix the programs by 15th November, 2022 and communicate to all concerned.

Agenda 9. To consider the introduction of certificate course in Yoga/ Self-defense for students.

Resolution 9: It is decided that the Yoga/ Self-defense for students in the college would be introduced in our college. Modalities and details of the course would be finalised by a team consisting of Principal Madam Suryendu Chakraborty, Anuradha Chattopadhyay, Sk. Masikul Ahmed and Naznin E Firdous,

Agenda 10. To discuss the matter of implementation of Add-on-certificate courses on (i) "Mapping the field of educational psychology: trends, applications and challenges" – proposal submitted by Philosophy department, (ii) Remote Sensing and Introduction to Q-GIS Application" (iii) "Tourism and Environmental Sustainability" two proposals submitted by Geography department, (iv) "English Communication" – proposal submitted by English department, (v) " Copy Editing & Mechanism of Publication" AND vi) "Pottery and Idol-Art" – two proposals submitted by Bengali department, (vii) "Chemistry for sustainable Future" – proposal submitted by Chemistry department and (viii) "Mathematics- Science and Society" – proposal submitted by Mathematics department, (ix) "Human Rights and Justice In India" proposal submitted by Political Science Department and x) "Heritage Value and Sustainability" proposal submitted by Dr. Anuradha Chattopadhyay on behalf of IQAC.

Resolution 10:

Regarding the implementation of Add on certificate course on (i) “Mapping the field of educational psychology: trends, applications and challenges” – proposal submitted by Philosophy department, (ii) Remote Sensing and Introduction to Q-GIS Application” (iii) “Tourism and Environmental Sustainability” two proposals submitted by Geography department, (iv) “English Communication” – proposal submitted by English department, (v) “ Ancient Indian Script” AND “Spoken Sanskrit” –proposal by Sanskrit department, (vi) ‘Physics in Everyday Life” – proposal submitted by Physics department, (vii) “ Copy editing & Mechanism of Publication” AND “Pottery and Idol-Art” – two proposals submitted by Bengali department, (viii) “Chemistry for sustainable Future” – proposal submitted by Chemistry department and (ix) “Mathematics- Science and Society” – proposal submitted by Mathematics department and (x) “Human Rights and Justice In India” proposal submitted by Political Science Department, and xi) “Heritage Value and Sustainability” proposal submitted by Dr. Anuradha Chattopadhyay on behalf of IQAC it was decided that the students of our college and the students of colleges of MOU would participate in all the courses and the programs would be conducted through blended mode beyond the college hours. The duration of all courses would be at least 30 hour. All the courses are to be run by the concerned departments. IQAC approved the course contents, which clearly indicated the course outcome. Course fee would be Rs.100/- per student for our college and Rs.200/- for other colleges. After successful completion the students get certificate.

Agenda 11. To consider the matter of purchasing of LED bulbs for low energy consumption.

Resolution 11: The work of installation and replacement of LED bulbs would be done by Supervision of Sajal Biswas, Prokash Chandra Mandal and Pankaj Mistry.

Agenda 12. To consider the matter of Rain Water Harvesting and Ground water recharge.

Resolution 12: Maya Biswas (Sinha), Ishrafil Dhabok, Snehadri Sekhar Mandal and Md. Moniruzzaman Sk would contact with the concerned department of the Government in order to implement the scheme for rain water harvesting and recharging of ground water in our college.

Agenda 13. To consider the matter of appointment of external agency/ auditors for Green Audit, Academic and Administrative Audit and Gender Audit as decided by G.B.

Resolution 13: i) Principal Madam, Maya Biswas (Sinha) and Green Club Committee as well as Women Cell would approach the appropriate authority for conducting Green Audit and Gender Audit respectively in the college.

ii) For Academic and Administrative Audit Principal Madam would approach to Dr. Basanta Kumar Pradhan, Principal, Plassey College and to Dr. Sobhon Niyogi, Officer-in-Charge, Krishnagar Government College as External members for Academic and Administrative Audit.

Agenda 14. Any other matters arising with the permission of the chair.

Resolution 14:

Principal Madam raise the issue of preparation Vision, Mission and other boards. Prodip Das, Aniruddha Bagchi, Indrani Mandal and Ipsita Pramanick would finalise the vision, mission of our college after detail discussion with all stake holders and takes steps for displaying the same in appropriate places in college campus within December 2022.

All the resolutions to be placed before G.B for their kind approval.

Meeting ended with vote of thanks to the chair.

Coordinator, IQAC

Dr. Maya Biswas (Sinha)

Co-ordinator
IQAC

Krishnagar Women's College

Chairperson & Principal

Dr. Natasa Dasgupta

Principal
Krishnagar Women's College



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Composite Action Taken Report:

1. Approval of Previous Meeting Resolutions (Meeting No. 1, 26.07.2022):
 - Resolutions from Meeting No. KWC-IQAC-04/2021-22 confirmed.
 - Additional resolution: College magazine to be published by 15.11.2022.

2. Initiatives Proposed and Approved:
 - Reopening of college hostel from academic session 2022-23.
 - Preparation of proposal for opening Honours Course in Physics (2023-24).
 - Upgrading CAS of teaching staff and librarian.
 - Publication of college magazine for 2021-22 by November 2022.
 - Proposal for publishing a book on "Women's Studies."
 - Revival of "Women's Study Cell" as "Women Cell."
 - Enhancement of ICT infrastructure with the purchase of computers.
 - Allocation of budget for departmental seminars and visiting lectures.
 - Provision of registration fees for teachers attending national/international seminars.
 - Installation of CC cameras in hostel, office rooms, and corridors.
 - Purchase of cordless microphones.

- Conducting green audit, gender audit, academic, and administrative audit by external agencies.

- Opening certificate courses and add-on certificate courses.

- Faculty development programs.

- Psychological counselling, health check-ups, and awareness programs for students.

- Introduction of welfare schemes for non-teaching staff.

- Installation of fire extinguishers.

3. ****Actions Taken from Meeting No. 2 (27.09.2022):****

- Confirmation of Meeting No. KWC-IQAC-01/2022-23 resolutions.

- Preparation of proposal for post creation in various departments.

- Arrangements for NAAC Webinar and Health Scheme Webinar.

- Organization of awareness programs and workshops.

- Introduction of certificate courses in Yoga/Self-defense.

- Implementation of add-on certificate courses in various subjects.

- Installation of LED bulbs for low energy consumption.

- Initiatives for rainwater harvesting and groundwater recharge.

- Appointment of external auditors for audits.

- Preparation of Vision and Mission statements.

All resolutions presented to the Governing Body for approval.

Coordinator, IQAC

Dr. Maya Biswas (Sinha)

Co-ordinator
IQAC

Krishnagar Women's College

Chairperson & Principal

Dr. Natasa Dasgupta

Principal

Krishnagar Women's College