

Resolutions of the IQAC meeting dated 30.07.19

1. The Chairperson, IQAC extended sincere thanks to the former IQAC co-ordinator Dr Tirthankar Mondal (Asst Prof, Dept of Economics) for his work as co-ordinator **from 01.02.17** to 30.06.19. He also welcomes the new IQAC co-ordinator Dr Pallav Jyoti Pal (Asst Prof, Department of Mathematics) who have given the said charge wef 01.07.19.
2. It is reported that an email id namely igackcc@gmail.com has been created on 30.07.19 for correspondence purpose. It is resolved that the university result for the academic year 2018-19 (1st semester and 3rd year) be analyzed by each department soon in the prescribed format, be recorded the result in departmental files for future use and be submitted to IQAC by email.
3. The departments have given a review report of the academic process before the members present in the meeting. The general views were:
 - A) Insufficiency of laboratory equipment and library books due to introduction of CBCS
 - B) Poor attendance of students in some departments due to delay of university examination of previous semester
 - C) Lack of teachers in the department of Botany, Zoology and Education
4. It was discussed at length about the shortage of teachers in most of the departments. A large number of classes remain unallotted. As reported in the meeting, a department wise detailed summary of the classes taken by existing full time and GAPT teachers, and number of unallotted class is as follows:

Sl No	Department	Existing Number of Teachers				Total no of classes in the Routine	## Total allotted class to existing teachers	Total unallotted class Due lack of Teachers
		FTT		GAPTT	MAGL			
		Associate Prof	Assistant Prof					
i.	Bengali	04	00	00	01	90	65	25
ii.	English	00	02	01	01	102	52	50
iii.	Sanskrit	00	02	03	00	82	65	17
iv.	History	01	03	00	01	82	71	11
v.	Education	00	01	03	00	82	49	33
vi.	Geography	00	01	03	00	104	49	55
vii.	Political Science	01	03	00	01	82	71	11
viii.	Philosophy	02	00	01	02	82	57	25
ix.	Economics	00	01	00	01	82	25	57
x.	Mathematics	01	01	00	02	78	48	30
xi.	Botany	00	02	02	02	104	72	32
xii.	Physics	03	02	00	00	102	74	28
xiii.	Chemistry	01	03	03	00	104	95	09
xiv.	Zoology	00	01	02	00	104	38	66
Total		13	22	18	11	1280	831	449

Min No of classes allotted to an Associated Professor=14 per week
 Min No of classes allotted to an Assistant Professor=16 per week
 Min No of classes allotted to a GAPTT=11 per week
 Min No of classes allotted to a Mgmt approved GL= 09 per week

5. It is resolved that following measures would be taken to improve the teaching learning of the college:
 - A) Adoption of model tools and technique, use of ICT to improve teaching learning process
 - B) No of days per week for issuance of books to a student from central library should be increased.
 - C)
6. It is resolved that the Academic Calendar for AY 2019-20 adhering to the University guideline be prepared and made available to the students, teachers and staff soon under the leadership of Dr S K Jash, Assistant Professor, K C College.
7. It is resolved that the teacher's diary be printed with minor modification as suggested by the house.
8. It is recommended by the house for a partial re-composition of IQAC in compliance with the necessary guidelines of UGC as follows:

SI No	Members
1.	Dr Goutam Chatterjee, Principal – Chairperson
2.	Dr Dipika Saha, Associate Prof, Dept of Physics - Representative from Management
3.	Sri Joydev Chatterjee, Accountant – Senior Administrative Staff
4.	Dr Asis Kr Chakrabarty, Associate Prof, Dept of Bengali - Teacher Member
5.	Prof Dipak Kumar Das, Associate Prof, Dept of Physics - Teacher Member
6.	Dr Tirthankar Mandal, Assistant Prof, Dept of Economics - Teacher Member
7.	Ms Shabana Shalauddin, Assistant Prof, Dept of Political Science - Teacher Member
8.	Ms Hena Paul, Assistant Prof, Dept of Chemistry - Teacher Member
9.	Dr Joyita Mukherjee, Assistant Prof, Dept of Zoology - Teacher Member
10.	Dr Shyamal Kr Jash, Assistant Prof, Dept of Chemistry - Teacher Member
11.	Mr Sudhindra Roy, Assistant Prof, Dept of Education - Teacher Member
12.	Dr. Mrinal Kanti Chattopadhyay, Principal, K.R.K. Mahavidyalaya - Nominee from Education Society
13.	Sri Malay Mukherjee, Advocate, Dubrajpur – Nominee from local Society
14.	Sri Chanchal Sutradhar, Guardian of student– Nominee from Stakeholders
15.	Sri Argha Bhattacharya, Student, 4th Sem, Mathematics Hons, Nominee from Students
16.	Dr. Nirmal Kumar Datta, Assistant Prof. Suri Vidyasagar College – Representative from Alumni
17.	Dr Pallav Jyoti Pal, Assistant Prof, Dept of Mathematics - Coordinator

9. Co-ordinator of each department is requested to submit the requisition slip for laboratory equipment and other necessary items to iqackcc@gmail.com soon.
10. Principal informed about the status of creation of teaching and non-teaching posts proposal submitted to the Department of Higher Education, Science and Technology & Biotechnology C.S. Branch under the notification No. 1199-Edn(CS)/10M-622001 dated 27/09/2018 and 1227-Edn(CS)/10M-24/1992 dated 05/10/2018 respectively. He also informed the house about the department-wise vacancy list submitted to College Service Commission, WB.
11. It is resolved that the CAMES software developer be requested to attend a meeting with Principal, IQAC co-ordinators, and some members from teachers and non-teaching staff of the college to discuss about the computerization of results of the University.
12. The office of the college has distributed the attendance sheet of the students of 1st semester to the coordinators of the departments. It is resolved that attendance sheets should be distributed well in advance of the date of commencement of classes in future.
13. Principal requested IQAC co-ordinator for the renewal of the ISO certificate.
14. It is resolved that the Internal Examinations of Component I be conducted from 26.08.2019 to 07.09.2019.