



(033) 2350-9210, 2360-7586

BANGABASI MORNING COLLEGE

19, RAJKUMAR CHAKRABORTY, SARANI
KOLKATA 700 009

'A' Grade Accredited by NAAC, 2016

website: <http://www.bangabasimorning.edu.in>, Email ID: bangabasimorning@gmail.com

17.04.2021

NOTICE

Meeting of I.Q.A.C. which was scheduled to be held on 13.04.2021, will be held virtually due to COVID surge, on 20.04.2021 through google meet at 7.00 p.m. Members are requested to kindly join.

Link to join the meeting will be shared later.

Sd/-

Amitava Dutta

(Dr. Amitava Dutta)

Principal

and

Chairperson, I.Q.A.C.

Bangabasi Morning College

Principal

Bangabasi Morning College

Kolkata - 700 009

Sd/-

Sreejata Biswas

(Dr. Sreejata Biswas)

Co-ordinator, I.Q.A.C.

Bangabasi Morning College

Coordinator, IQAC

BANGABASI MORNING COLLEGE

KOLKATA-700009

**Minutes of the Meeting of I.Q.A.C., Bangabasi Morning College held on
20.04.2021 at 07.00 p.m. through google meet**

Members Present

Dr. Amitava Dutta, Principal & Chairperson
Dr. Mahammadi Tarannum, External Expert
Dr. Asutosh Kumar, Bursar
Prof. Sk Mustak Ahmed, Teacher Member
Prof. Bandiram Mandi, Teacher Member
Dr. Papiya Saha, Teacher Member
Dr. Moumita Sarkar (Samanta), Teacher Member
Dr. Saptarsi Goswami, Teacher Member
Sri Swapan Bhaduri, Head Clerck
Dr. Sreejata Biswas, Coordinator

Apology/Absent

Sri Jahar Lal Das, Member of G.B.
Dr. Milan Paul, External Expert
Sri Biswajit Das, Alumnous Member
Sri Dhiman Sen, Industrialist

The meeting opened with a hearty welcome extended by all members towards Dr. Amitava Dutta, the newly appointed Principal of Bangabasi Morning College, who chaired the meeting as the chairperson. At the beginning the Principal shared a few words of motivation and inspired all members of I.Q.A.C. to maintain their committed services for the quality improvement of the institution.

Confirmation of the Minutes of Last Meetings

Minutes of meeting of I.Q.A.C. held on 07.11.2019, and meetings of internal members held on 29.11.2019 and 10.02.2020 were read and confirmed.

Business Arising

• **Report on A.Q.A.R. submission for the session 2018-2019**

Online submission of A.Q.A.R. for the session 2018-2019 was made on 20.09.2020. Thereafter, in the A.Q.A.R. Report Review a few clarifications were asked by NAAC regarding the metrics of 1.1.2, 1.2.1, 1.2.3, 1.3.1, 2.4.2, 3.2, 3.3.1, 3.3.2, 3.3.6, 3.4.2, 3.5.3, 4.2.3, 4.3.3, 5.1.2, 5.2, 5.3.1, 6.3.1, 6.3.2, 6.4.3. These points were clarified. The A.Q.A.R. for the session 2018-2019 would now be uploaded in college website.

• **Report on I.Q.A.C. activities in 2020**

Dr. Sreejata Biswas, Coordinator, summarized the activities of I.Q.A.C. from February 2020 to March 2021 i.e. during the period of suspension of physical classes due to COVID 19 pandemic. The activities are as follows:

Date	IQAC Activities
10.02.2020	IQAC meeting with internal members and member of GB
13.02.2020	Dr. Saptarsi Goswami, Assistant Professor, Department of Computer Science, joined as Teacher Member
13.02.2020	Letter to the Teacher in Charge for Re-introduction of Teaching Aid Software and Repository and Installation of LMS etc.
28.02.2020	Letter to The Inspector of Colleges and the DPI for Appointment of Member to the Screening / Selection Committee for promotion of Dr. Madan Chandra Karan under CAS from Assistant Professor (Stage 3) to Associate Professor
March 2020	LMS was introduced in website
19 May, 2020	Information required regarding Online educational activities in RUSA Institutions furnished
26-27 June, 2020	International Webinar COVID 19: Emerging Challenges and Capacity Building
5 July, 2020 at 6 pm	IQAC meeting with Teacher Members and Heads of the Departments through google meet
August 2020	Academic Calendar 2019-2020 published
31 August, 2020	Email to G Suite for Education Approvals Team to confirm that the domain name bangabasimorningcollege.in will be used in favor of the institution and not in favour of a group, organization, class or teacher related to the institution or outside of it.
20.09.2020	AQAR for 2018-2019 submitted online through NAAC portal
28.12.2020	Filled up the EXCEL FORMAT containing information regarding status of NAAC to send to JDPI from TIC through Email
	Several meetings with HODs and Examination conduction committee

- **A.Q.A.R. preparation for the session 2019-2020**

- The coordinator stated that the last date of online submission of A.Q.A.R. for the session 2019-2020 is 31st May, 2021. Due to COVID 19, the academic year 2019-20 data will be considered from 1st June, 2019 to 31st December, 2020.
- For collection of data the work distribution among the members will remain as follows:

- ✓ Accounts: Dr. Asutosh Kumar and Prof. Sk Mustak Ahmed
- ✓ NCC, NSS, Sports and co curricular activities: Dr. Moumita Sarkar
- ✓ Students' Diversity, demand ratio, Support and Progress: Prof. Bandiram Mandi
- ✓ Library, Computer etc. : Dr. Saptarsi Goswami
- ✓ Teacher related data: Dr. Papiya Saha
- ✓ Departmental data: Dr. S. Biswas

➤ The next meeting with collected data will be held on 12.05.2021.

• **Academic activities**

- Academic and Administrative Audit will be conducted after the college reopens for holding physical classes.
- SEC/ DSE OPTIONS provided to students of B.A/B.Sc./B.Com under the CBCS curriculum have been noted down and the same to be verified by the heads of the departments and then provided to office for record.
- The coordinator requested the Principal to notify all the heads of the departments to submit the departmental syllabus distribution in soft copy at the earliest so that the Academic Calendar 2020 – 2021 can be prepared.
- The Principal was also requested to ask the heads of the departments to submit their department wise Report on Online Classes for record purpose.
- It was also discussed that Remedial class, tutorial class and students' mentoring should be recorded with proper documentation.
- Value added courses will be initiated after the commencement of physical classes.

The following courses were recommended:

- i) Any course to be conducted by Computer Science Department
- ii) Courses on GST and Income Tax to be conducted by the department of Commerce
- iii) Spoken and Communicative English to be conducted by the department of English.

➤ Pdf to excel converter need to be purchased for college office.

• **Selection of new member in place of Dr. Amitava Dutta, Principal, former Teacher Member of IQAC**

Two teacher members, Prof. Kunal Kumar Halder, Assistant Professor in English and Dr. Sreeparna Tarafdar, Assistant Professor in Hindi were selected. The Principal will do the needful for their inclusion in IQAC.

- **Miscellaneous**

- Website updating work will start at the earliest.
- E prospectus will be prepared before the new session.
- In view of long-time inactiveness of the Women's Cell the Principal was requested to ask Dr. Trayee Biswas, Coordinator of Women's Cell, to conduct relevant programme. Dr. S. Biswas opined that the programme may be hosted in collaboration with IQAC.
- Paper work in relation to promotion of Dr. Madan C. Karan, Assistant Professor in Bengali has been initiated before the lock down. However, due to the resignation of the President of G.B. because of the ongoing Assembly Election of West Bengal, in which he happens to be a candidate, the paper work has been put to a halt. However, the work will proceed again after the declaration of results of the election in May, 2020.
- The coordinator informed that a letter has been received from Prof. Subrata Hansda, Head of the Department of Zoology regarding misbehaviour and use of abusive words of an intruder during conduction of online class in Zoology. The Principal assured to look into the matter and hold a meeting with the teachers of the department and all students of the concerned semester.

There being no other business to discuss the meeting ended with vote of thanks to the chair.

Amitava Dutta

Dr. Amitava Dutta
Principal & Chairperson
Bangabasi Morning College

Principal
Bangabasi Morning College
Kolkata - 700 009

Sreejata Biswas

Dr. Sreejata Biswas
Coordinator, IQAC
Bangabasi Morning College

Coordinator, IQAC
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05.06.2021

NOTICE

A meeting of internal members of I.Q.A.C. will be held on 11.06.2021 (Friday) at 7.30 p.m. through google meet. All members are requested to kindly attend.

Link to join the meeting will be shared later.

AGENDA

1. A.Q.A.R. preparation for the session 2019-2020
2. Organising IQAC programme on virtual mode
3. Miscellaneous

Sd/- *Amitava Dutta*
(Dr. Amitava Dutta)
Principal
and
Chairperson, I.Q.A.C.
Bangabasi Morning College

Principal
Bangabasi Morning College
Kolkata - 700 009

Sd/- *Sreejata Biswas*
(Dr. Sreejata Biswas)

Co-ordinator, I.Q.A.C.
Bangabasi Morning College

Coordinator, IQAC
BANGABASI MORNING COLLEGE
KOLKATA-700009

Minutes of the meeting of Internal Members of I.Q.A.C. along with the Member from the Management, Bangabasi Morning College held on 11.06.2021 at 07.30 p.m. through google meet

Members Present

Dr. Amitava Dutta, Principal & Chairperson
Sri Jahar Lal Das, Member of G.B.
Dr. Asutosh Kumar, Bursar
Prof. Sk Mustak Ahmed, Teacher Member
Prof. Bandiram Mandi, Teacher Member
Dr. Papiya Saha, Teacher Member
Dr. Moumita Sarkar (Samanta), Teacher Member
Dr. Saptarsi Goswami, Teacher Member
Prof. Kunal Kumar Halder, Teacher Member
Dr. Sreeparna Tarafdar, Teacher Member
Sri Swapan Bhaduri, Head Clerck
Dr. Sreejata Biswas, Coordinator

The Principal welcomed the new teacher members Prof. Kunal Kumar Halder, Assistant Professor in English and Dr. Sreeparna Tarafdar, Assistant Professor in Hindi.

Business Arising

• **A.Q.A.R. preparation for the session 2019-2020**

Due to the restrictions imposed upon colleges in view of the second wave of the pandemic, not much data could be collected by the members. The coordinator stated that the last date of online submission of the pending A.Q.A.R. has been extended by N.A.A.C. from 31.05.2021 to 31.08.2021. Therefore, it was decided that as soon as the college opens for official work, the required data form office and library will be collected. Meanwhile the departmental data including N.S.S. and N.C.C. and individual teacher's data will be processed as per the AQAR format.

• **Organising IQAC Programme on Virtual Mode**


- In order to motivate all teaching and non-teaching staff, passing through the tough pandemic situation, a cultural meet on virtual mode will be organised for release of stress and anxiety. Willing members of the staff will perform in the programme which will be graced by the presence and performance of Guest Artistes, Mrs. Susmita Dutta, actress of international fame; Dr. Suman Bhattacharya, Vocalist and Dr. Payel Kar, Vocalist.

The tentative date of the cultural programme is 29.06.2021, Tuesday, subject to the availability of the guest performers. The new teacher members, Dr. Tarafdar

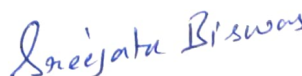
and Prof. Halder will remain in charge of conducting the programme. Technical support will be provided by Dr. S. Goswami.

- In view of the devastations made by the recent cyclone Yaas and many other in the past, specially in the coastal areas of the state, it was felt that an academic interaction on the Significance and Conservation of Mangroves is a need of the hour. A national webinar on the above theme will be organised between 16-23 July, 2021. Eminent researchers working in this field will be invited as Speakers. Dr. P. Saha has been given the responsibility of short listing the probable speakers.
 - It was also felt that cyber protection is required for all concerned during conduction of online classes and performing other relevant works through the virtual medium. On this issue a webinar will be organised, preferably in the month of September, after the procedure of conducting even semester examinations gets over.
- **Miscellaneous**
 - The coordinator again requested the Principal to do the needful for the continuation of Women's Cell activities.
 - Dr. S. Goswami, teacher member, IQAC and Head, Department of Computer Science reported that students of his department have taken up a project of preparing Alumni Database. The principal requested him to discuss the matter with Mr. Biswajit Das, Alumni Member of IQAC in details so that a comprehensive work may be conducted.
 - Dr. Biswas stated that Prof. Aditi Das, in charge of the department of Geography, had requested to properly mention in the Admission Notice and College Prospectus the subject combinations offered to students of Geography so that a good number of students may get admitted in the department. The Principal asked to remind the matter at the appropriate time before the admission.

There being no other business to discuss the meeting ended with vote of thanks to the chair.


Dr. Amitava Dutta
Principal & Chairperson
Bangabasi Morning College

Principal
Bangabasi Morning College
Kolkata - 700 009


Dr. Sreejata Biswas
Coordinator, IQAC
Bangabasi Morning College

Coordinator, IQAC
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14.06.2021

NOTICE

A virtual meeting of I.Q.A.C. will be held on 21.06.2021 (Monday) at 6.30 p.m. through google meet to discuss the following agenda.

All members are requested to kindly join the meeting using the link given below:
meet.google.com/amw-iwcz-adc

AGENDA

1. Progress of work regarding A.Q.A.R. preparation for the session 2019-2020
2. Organising IQAC programme on virtual mode
3. Reconstitution of IQAC as per NAAC recommendations
4. Alumni Database updating
5. Miscellaneous

Amitava Dutta

(Dr. Amitava Dutta)

Principal

and

Chairperson, I.Q.A.C.

Bangabasi Morning College

Sreejata Biswas

(Dr. Sreejata Biswas)

Co-ordinator, I.Q.A.C.

Bangabasi Morning College

Principal
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Kolkata - 700 009

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21.06.2021

NOTICE

Virtual Meeting of I.Q.A.C. to be held this evening i.e. on 21.06.2021 at 6.30 p.m. is being postponed due to unavoidable circumstances.

The said meeting is being rescheduled to be held on 23.06.2021 (Wednesday) at 8.00 p.m. through google meet.

All members are requested to kindly join the meeting using the link given below:
meet.google.com/amw-iwcz-adc

Inconvenience is regretted.

Sd/-

Amitava Dutta

(Dr. Amitava Dutta)

Principal

and

Chairperson, I.Q.A.C.

Bangabasi Morning College

Principal

Bangabasi Morning College

Kolkata - 700 009

Sd/-

Sreejata Biswas

(Dr. Sreejata Biswas)

Co-ordinator, I.Q.A.C.

Bangabasi Morning College

Coordinator, IQAC

BANGABASI MORNING COLLEGE

KOLKATA-700009

**Minutes of the Meeting of I.Q.A.C., Bangabasi Morning College held on
23.06.2021 at 08.00 p.m. through google meet**

Members Present

Dr. Amitava Dutta, Principal & Chairperson
Dr. Asutosh Kumar, Bursar
Prof. Sk Mustak Ahmed, Teacher Member
Prof. Bandiram Mandi, Teacher Member
Dr. Papiya Saha, Teacher Member
Dr. Moumita Sarkar (Samanta), Teacher Member
Dr. Saptarsi Goswami, Teacher Member
Prof. Kunal Kumar Halder, Teacher Member
Dr. Sreeparna Tarafdar, Teacher Member
Sri Swapan Bhaduri, Head Clerck
Dr. Sreejata Biswas, Coordinator

Apology

Sri Jahar Lal Das, Member of G.B.
Dr. Milan Paul, External Expert
Dr. Mahammadi Tarannum, External Expert
Sri Biswajit Das, Alumnous Member
Sri Dhiman Sen, Industrialist

1. Confirmation of the Minutes of Last Meetings

Minutes of meeting of I.Q.A.C. held on **20.04.2021**, and meetings of internal members along with member from the G.B. held on **11.06.2021** were read and confirmed.

2. Business Arising from the Last Minutes

2.1. Meeting with the Heads of the Departments

The Principal will conduct a meeting with all departmental heads regarding academic issues including preparation of academic calendar in soft copy, documentation of Remedial and Tutorial classes and submission of report on online classes conducted by the departments.

2.2. SEC/ DSE options provided by the departments

List of SEC/ DSE options provided to students of B.A./B.Sc./B.Com. under the CBCS curriculum have been verified by the heads of the departments. The principal will hand it over to office for record and necessary action.

2.3. New member/s in place of Dr. Amitava Dutta, Principal, former Teacher Member of IQAC

New teacher members, Prof. Kunal Kumar Halder, Assistant Professor in English and Dr. Sreeparna Tarafdar, Assistant Professor in Hindi, have been included in I.Q.A.C.

2.4. Women's Cell activities

The Principal had already instructed the Coordinator of Women's Cell to come up with proposals to organise programmes at the earliest.

2.5. Misbehaviour of Student of Zoology Department

The Principal had conducted a meeting on 25.05.2021 with the teachers of the department and all students of the concerned semester (Semester 4 Zoology Honours) and resolved the matter.

3. Progress of work regarding A.Q.A.R. preparation for the session 2019-2020

It was reported that departmental data including N.S.S. and individual teacher's data have been collected and being processed. However, data related to N.C.C. activities are still to be obtained. Office and library related data collection are also partially completed. The coordinator requested all members to gather all relevant data at the earliest so that the final A.Q.A.R. can be prepared soon.

4. Organising IQAC programme on virtual mode

4.1. Cultural Programme

Cultural programme "*bahe nirantara ananta ananda dhara... towards eternal positivity*" will be held on 29.06.2021, Tuesday from 6.30 p.m. The Guest Artistes have consented to perform along with some faculty members. The Principal of Bangabasi College, Bangabasi Evening College and Acharya Girish Chandra Bose College will be invited to grace the occasion as guests of honour. The programme will be hosted from the G suite of the college.

4.2. National Webinar

A national webinar on the Significance and Conservation of Mangroves will be held on 20.07.2021 from 6.30 p.m. tentatively. The Principal will send letters of invitation to the scientists mentioned below, requesting them to deliver talk in the webinar:

1. Dr. R. N. Mandal, Principal Scientist, Regional Research Centre ICAR-CIFA, Rahara
2. Dr. Tanumi Kumar, Scientist- SF, Regional Remote Sensing Centre – East, National Remote Sensing Centre, ISRO, Kolkata.

5. Reconstitution of IQAC as per NAAC recommendations

According to the guidelines the composition of the IQAC may be as follows:

1. Chairperson: Head of the Institution

2. Teachers to represent all level (Three to eight)
3. One member from the Management
4. Few Senior administrative officers
5. One nominee each from local society, Students and Alumni
6. One nominee each from Employers /Industrialists/Stakeholders
7. One of the senior teachers as the coordinator/Director of the IQAC

In view of the above the following points were discussed:

- a) one teacher representative of SACT (State Aided Contractual Teacher) may be included.
- b) since there is presently no General Secretary of the Students' Union, one student representative may be selected from any department for inclusion in IQAC
- c) one nominee from employer/ industrialists to be included
- d) one representative from parents to be included.

6. Alumni Database updating

Department of Computer Science with the help of the Alumni Association will do the needful for preparing the updated Alumni Database.

7. Miscellaneous

- 7.1. A.Q.A.R. for the session 2019-2020 to be placed in the meeting of the Governing Body
- 7.2. It was felt that some measures are to be taken towards psychological counselling of students in the pandemic situation
- 7.3. It was decided that after the even semester examinations of C.U. appropriate programme will be conducted for the students for their moral boost-up.

There being no other business to discuss the meeting ended with vote of thanks to the chair.

Amitava Dutta

Dr. Amitava Dutta
Principal & Chairperson
Bangabasi Morning College

Principal
Bangabasi Morning College
Kolkata - 700 009

Sreejata Biswas

Dr. Sreejata Biswas
Coordinator, IQAC
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06.08.2021

NOTICE

A virtual meeting of I.Q.A.C. will be held on 09.08.2021 (Monday) at 6.30 p.m. through google meet.

All members are requested to kindly join the meeting using the link given below:
meet.google.com/amw-iwcz-adc

AGENDA

1. A.Q.A.R. submission for the session 2019-2020.
2. Miscellaneous

Sd/- *Amitava Dutta*
(Dr. Amitava Dutta)
Principal
and
Chairperson, I.Q.A.C.
Bangabasi Morning College

Sd/- *Sreejata Biswas*
(Dr. Sreejata Biswas)

Co-ordinator, I.Q.A.C.
Bangabasi Morning College

Principal
Bangabasi Morning College
Kolkata - 700 009

Co-ordinator, IQAC
BANGABASI MORNING COLLEGE
KOLKATA-700009

**Minutes of the Meeting of I.Q.A.C., Bangabasi Morning College held on
09.08.2021 at 06.30 p.m. through google meet**

Members Present

Dr. Amitava Dutta, Principal & Chairperson
Dr. Asutosh Kumar, Bursar
Prof. Sk Mustak Ahmed, Teacher Member
Prof. Bandiram Mandi, Teacher Member
Dr. Papiya Saha, Teacher Member
Dr. Moumita Sarkar (Samanta), Teacher Member
Dr. Saptarsi Goswami, Teacher Member
Prof. Kunal Kumar Halder, Teacher Member
Dr. Sreeparna Tarafdar, Teacher Member
Sri Biswajit Das, Alumnous Member
Dr. Sreejata Biswas, Coordinator

Apology

Sri Jahar Lal Das, Member of G.B.
Dr. Milan Paul, External Expert
Dr. Mahammadi Tarannum, External Expert
Sri Dhiman Sen, Industrialist
Sri Swapan Bhaduri, Head Clerck

1. Confirmation of the Minutes of Last Meetings

Minutes of meeting of I.Q.A.C. held on **23.06.2021** were read and confirmed.

2. Business Arising from the Last Minutes

2.1. Meeting with the Heads of the Departments

The Principal has conducted a meeting with all departmental heads regarding the upcoming examinations of University of Calcutta to be held online. Another meeting will be conducted to discuss on other academic issues including preparation of academic calendar in soft copy, documentation of Remedial and Tutorial classes and submission of report on online classes conducted by the departments.

2.2. SEC/ DSE options provided by the departments

The Principal stated that List of SEC/ DSE options, provided to students of B.A./B.Sc./B.Com. under the CBCS curriculum, has been handed over to office for record and necessary action.

2.3. Women's Cell matters

The coordinator, I.Q.A.C. has received a write-up from Dr. Trayee Biswas, coordinator of Women's Cell regarding the Objectives and Scope of the cell. The same may be published in college website if the authority approves.

A collaborative programme of I.Q.A.C. and the Women's Cell will be organised in the new academic session 2021-'22.

2.5. IQAC programme on virtual mode

Cultural programme "*bahe nirantara ananta ananda dhara... towards eternal positivity*" was successfully held on 29.06.2021, from 6.30 p.m.

National webinar "**MANGROVES: The Coastal Guard**" was conducted on 20.07.2021, from 7.00 p.m. Two invited speakers; Dr. R. N. Mandal, Principal Scientist, Regional Research Centre, ICAR-CIFA, Rahara and Dr. Anirban Roy, Research Officer, West Bengal Biodiversity Board, Department of Environment, Govt. of West Bengal; presented their talk on Significance and Conservation of Mangroves.

2.6 Reconstitution of IQAC as per NAAC recommendations

No decision on reconstitution of IQAC was taken. The matter will be discussed in the next meeting.

2.7 Alumni Database updating

Dr. Saptarsi Goswami, Teacher Member in IQAC and Head of the Department of Computer Science, along with the departmental teachers and students, will initiate the work. Sri Biswajit Das, representative of Alumni Association in IQAC, assured to extend all cooperation regarding the matter.

2.8. Programme for Students' psychological support

The matter will be discussed in the next meeting.

3. A.Q.A.R. Submission for the session 2019-2020

Some data were still pending. After collection of those data the complete A.Q.A.R. for the session 2019-2020 will be placed in the meeting of the Governing Body. Once it is approved, the same will be uploaded in NAAC portal, keeping in mind the last date of submission, which is 31.08.2021.

4. Miscellaneous

4.1 Nature Club

The coordinator, IQAC, called attention to the fact that Nature Club in the college had been registered under West Bengal Act XXVI of 1961, Sl. No. 32503 of 2014-15. To reinforce the club and facilitate holding of appropriate activities, some measures are to be taken. It was decided to include more members in the club. It was also decided that during the present pandemic situation virtual programme like nature quiz, film show etc. may be organised.

4.2 Physical Damage in Computer Science Laboratory

Dr. S. Goswami stated that due to rain there had been leakage in the Computer Science laboratory situated in the second campus, that he had also reported to The Principal. Anticipating that some instruments might have got damaged, Dr. Asutosh Kumar, Bursar, proposed for a detailed stock-taking of assets and equipment in the department.

4.3 Separate E mail addresses for Women's Cell and Grievance Cell

Prof. Bandiram Mandi, Teacher member in IQAC, proposed to open and operate separate E mail addresses for Women's Cell and Grievance Cell.

There being no other business to discuss the meeting ended with vote of thanks to the chair.

Amitava Dutta

Dr. Amitava Dutta
Principal & Chairperson
Bangabasi Morning College

Principal
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07.09.2021

NOTICE

A virtual meeting of I.Q.A.C. will be held on 13.09.2021 (Monday) at 6.30 p.m. through google meet.

All members are requested to kindly join the meeting using the link given below:
meet.google.com/amw-iwcz-adc

AGENDA

1. Report on A.Q.A.R. submission for the session 2019-2020
2. Programme for Psychological Support of Students
3. Online Workshop on Computer Training for Teaching and Non-teaching Staff
4. Introduction of Online Value-added Courses in new session
5. Miscellaneous

Sd/- *Amitava Dutta*
(Dr. Amitava Dutta)
Principal
and
Chairperson, I.Q.A.C.
Bangabasi Morning College

Principal
Bangabasi Morning College
Kolkata - 700 009

Sd/- *Sreejata Biswas*
(Dr. Sreejata Biswas)

Co-ordinator, I.Q.A.C.
Bangabasi Morning College

Coordinator, IQAC
BANGABASI MORNING COLLEGE
KOLKATA-700009

**Minutes of the Meeting of I.Q.A.C.,Bangabasi Morning College held on
13.09.2021 at 06.30p.m. through google meet**

Members Present

Dr.Amitava Dutta, Principal &Chairperson
Sri Jahar Lal Das, Member of G.B.
Dr.Asutosh Kumar, Bursar
Prof. SkMustak Ahmed, Teacher Member
Dr.Moumita Sarkar (Samanta), Teacher Member
Dr. Saptarsi Goswami,Teacher Member
Prof. Kunal Kumar Halder, Teacher Member
Dr.SreeparnaTarafdar, Teacher Member
Sri Biswajit Das, Alumnous Member
Dr. Sreejata Biswas, Coordinator

Apology

Prof. Bandiram Mandi, Teacher Member
Dr.PapiyaSaha, Teacher Member
Dr. Milan Paul, External Expert
Dr.MahammadiTarannum, External Expert
Sri Dhiman Sen, Industrialist
Sri SwapanBhaduri, Head Clerk

1. Confirmation of the Minutes of Last Meetings

Minutes of meeting of I.Q.A.C. held on **09.08.2021** were read and confirmed.

2. Business Arising from the Last Minutes

2.1. Women's Cell matters

A meeting of I.Q.A.C. will ne jointly held with Women's Cell to discuss on organising collaborative programme in the academic session 2021-'22.

2.2. Reconstitution of IQAC as per NAAC recommendations

As per previous discussion in the meeting held on 23.06.21, the following names were suggested for inclusion in I.Q.A.C.:

a) One teacher representative of SACT:

Smt. SusmitaKoner, Department of Computer Science

b) One nominee from employer/ industrialists:

Mr. Praveen Kumar Bahety

Founder, MD, Alien Brains Private Limited

The Principal will do the needful for the above inclusion. One student representative and one representative from parents will also be included.

2.3.Alumni Database updating

The work has not been initiated. It was proposed that the details of recently graduated students which is available at college office, may be handed over to the Department of Computer Science for the alumni database updation.

2.4.Nature Club

Nature Club (registered under West Bengal Act XXVI of 1961, Sl. No. 32503 of 2014-15) activities to be started again as soon as offline classes are allowed. However, the Principal will proceed with the matters related to the re-registration of the club, if necessary, after considering the original registration documents.

2.5.Physical Damage in Computer Science Laboratory

Preliminary report has been prepared in the department. A detailed report on Physical Damage in Computer Science Laboratory in Second Campus will be prepared when offline classes resume.

3. Report on A.Q.A.R. Submission for the session 2019-2020

A.Q.A.R. for the session 2019-2020 had been uploaded in NAAC portal on 27 August, 2021. The same had not yet been accepted by NAAC; neither any review had been sent from their end. However, as the last date of submission of A.Q.A.R. is extended till 31 December, 2021 (vide notice dated 30.8.21), it is probable that reviews, if any will be received through NAAC portal in some later time.

4. Programme for Students' psychological support

Online quiz contest may be arranged in the departments. Departments may also hold programmes like essay competition/ film show in order to keep students involved in co-curricular activities. It was also proposed that students may be encouraged to make short films on any specific topic of interest.

5. Online Workshop on Computer Training for Teaching and Non-teaching Staff

In order to equip teaching and non-teaching staff of the college to work in the digital platform in a better way, online computer training workshop will be held. The tentative date for the same is 28 or 29 September, 2021. Dr.Saptarsi Goswami has been given the responsibility to select Resource Person to conduct the workshop, who will be officially invited by the Principal.

However, the principal suggested that for non-teaching staff, the workshop will be held in offline mode, maintaining COVID protocol after the puja vacation.

6. Introduction of Online Value-added Courses in new session

It was proposed that online course on Communicative English may be started in the academic session 2021- 22. Dr.Ronita Roy, Associate Professor, Department of English who is an expert in the field, may act as a resource person. The principal will talk to Dr. Roy

in this matter. Prof. Kunal Halder, Member of I.Q.A.C. and Head of the Department of English, was requested to come up with the detailed proposal. The principal suggested that the previously proposed online course on Tally/ GST, to be conducted by the department of Commerce, may be deferred for the time being, due to shortage of teaching staff in the concerned department.

7. Miscellaneous

7.1 Online class in Session 2021-22

A Virtual Meeting with departmental heads and Coordinator and some members of I.Q.A.C., will be conducted by the Principal on 14.09.2021, regarding commencement of online classes for B.A./ B.Sc./ B.Com. Semester 3 and Semester 5 (under CBCS curriculum) in the academic session 2021- 2022.

It was proposed that an online orientation will be held on October 1, 2021, for newly admitted B.A./ B.Sc./ B.Com. Semester 1 students. The online orientation session will be streamed in YouTube.

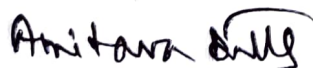
7.2 Re-introduction of online portal for competitive exam

Sri Jahar Lal Das proposed that online portal for Competitive Examination will be re-introduced for the benefit of the students.

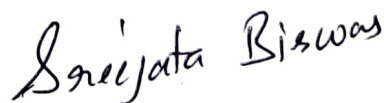
7.3 Revival of SC/ ST Cell

SC/ ST cell to be revived at the earliest.

There being no other business to discuss the meeting ended with vote of thanks to the chair.



Dr. Amitava Dutta
Principal & Chairperson
Bangabasi Morning College



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Coordinator, IQAC
Bangabasi Morning College

Principal
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BANGABASI MORNING COLLEGE

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18.09.2021

NOTICE

A Joint Meeting of I.Q.A.C. and Women's Cell will be held virtually on 22.09.2021, Wednesday at 7.00 p.m. to discuss on the following agenda.

AGENDA:

1. REPORT OF WOMEN'S CELL ACTIVITIES IN THE SESSION 2020 – 2021.
2. PLANNING WOMEN'S CELL ACTIVITIES IN THE SESSION 2021-2022.
3. ORGANISING PROGRAMME OF WOMEN'S CELL IN THE SESSION 2021-2022.

All members of I.Q.A.C. and Women's Cell are requested to kindly join the meeting using the link given below:

meet.google.com/amw-iwcz-adc

Sd/-

Amitava Dutta

(Dr. Amitava Dutta)

Principal

and

Chairperson, I.Q.A.C.

Bangabasi Morning College

Principal

Bangabasi Morning College

Kolkata – 700 009

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Sreejata Biswas

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**Minutes of Joint Meeting of I.Q.A.C. and Women's Cell, Bangabasi Morning College
held on 22.09.2021 at 07.00 p.m. through google meet**

Members Present

Dr. Amitava Dutta, Principal & Chairperson
Dr. Asutosh Kumar, Bursar and Member, I.Q.A.C.
Prof. Sk Mustak Ahmed, Teacher Member, I.Q.A.C.
Dr. Papiya Saha, Teacher Member, I.Q.A.C.
Dr. Moumita Sarkar (Samanta), Teacher Member, I.Q.A.C.
Dr. Saptarsi Goswami, Teacher Member, I.Q.A.C.
Prof. Kunal Kumar Halder, Teacher Member, I.Q.A.C.
Dr. Sreeparna Tarafdar, Teacher Member, I.Q.A.C.
Sri Biswajit Das, Alumnous Member, I.Q.A.C.
Dr. Trayee Biswas, Convenor, Women's Cell
Dr. Atreyee Basu, Teacher Member, Women's Cell
Smt. Sabiha Tazeen, Teacher Member, Women's Cell
Sri Biswajit Sarkar, Teacher Member, Women's Cell
Smt. Rina Roy, Non- Teacher Member, Women's Cell
Dr. Sreejata Biswas, Coordinator, I.Q.A.C.

Apology

Sri Jahar Lal Das, Member of G.B. and Member, I.Q.A.C.
Prof. Bandiram Mandi, Teacher Member, I.Q.A.C.
Dr. Milan Paul, External Expert, I.Q.A.C.
Dr. Mahammadi Tarannum, External Expert, I.Q.A.C.
Sri Dhiman Sen, Industrialist and Member, I.Q.A.C.
Sri Swapan Bhaduri, Head Clerck and Member, I.Q.A.C.


Minutes

1. The Principal stated that as per POSH ACT, 2013, an Internal Complaint Committee (ICC) has to be formed with the following members:
 - Dr. Amitava Dutta, Principal
 - Dr. Malabika Bhowmick, Presiding Officer (Assistant Professor in Bengali)
 - Dr. Ronita Roy, Member (Associate Professor in English)
 - Dr. Trayee Biswas, Member (Assistant Professor in Botany)
 - Dr. Parvin Banu, Member (NGO Representative)

2. It was decided to organise a State Level Webinar on **“Unsafe Spaces and Legal Safeguards: A Legal Awareness Initiative”** on 8th October, 2021, to be held from 7.00 p.m. through virtual platform.

Dr. Aparna Bandyopadhyay, Associate Professor, Department of History, Diamond Harbour Women's University, West Bengal will be invited as a Guest Speaker to deliver a talk in the webinar. The detailed programme will be chalked out by members of I.Q.A.C. and Women's Cell jointly.

There being no other business to discuss the meeting ended with vote of thanks to the chair.



Dr. Amitava Dutta
Principal &
Chairperson
Bangabasi Morning College



Dr. Trayee Biswas
Convenor, Women's Cell
Bangabasi Morning College



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Coordinator, IQAC
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