

Date: 28/11/19

NOTICE

An emergency meeting of the TOAC will be held on 02.12.19 at 2-30 PM In the Principal's / Meeting room to discuss the following agenda. The members are requested to be present.

AGENDA

1. Preparation and Submission of AAR 2018-19 and uploading the Same

*Ghosh*  
Principal  
Netaji Nagar College for Women  
Regent Estate, Kol - 92

Members :

1. Prof. Prabir Chandra Ghosh Roy (Administrator)
2. ~~Dr.~~ Dhambajyoti Bhajan
3. Sri Tapan Dasgupta
4. Prof (Dr) Abhijit Majumdar
5. Dr. Arindita Majumdar
6. Dr. Susmita Roy
7. Dr. Nilimpa Ghosh
8. Dr. Arjit Ghosh
9. Dr. Moumit Roy Goswami
10. Dr. Basun Kumar Pal
11. Smt. Debosmita Roy
12. Smt. Madhumita Das, GS. Student's Union
13. Madhumita Das

Members present :-

1. *Ghosh* 02.12.19
2. Suprita Roy 02.12.19
3. Nilimpa Ghosh 2.12.19
4. Debosmita Roy 02.12.19
5. Arindita Majumdar 2/12/19
6. Moumit Roy Goswami 2/12/19
7. Dr. ARJIT GHOSH. 02.12.2019.
8. Dr. A Majumdar, 03.12.19
9. ~~Moumit Roy Goswami 2/12/19~~

## Minutes of the IQAC (Emergency Meeting)

Held on 2/12/2019 at 2: 30 PM Venue: Principal's Room


The Chairperson of IQAC/ Principal Dr. Tapan Kumar Ghosh took the Chair. At first, Dr. Tapan Kumar Ghosh, Principal Netaji Nagar College for Women and Chairperson IQAC read out the names of all new IQAC members as duly signed by Principal and Administrator of the College dated 27/11/2019. Principal Dr. Tapan Kumar Ghosh welcomed all members and requested all members to actively take part in preparation of AQAR 2018-19 on emergency basis.

### Agenda 1: Preparation and Submission of AQAR 2018-19

1. A discussion has been made on the preparation of AQAR 2018-19 and it was unanimously resolved that the following teachers and members of IQAC will be assigned to complete the said criterias.

S NO.	Criteria	Teachers /Members Recommended
1	<b>Criteria 1:</b> Curricular Aspects	1. Dr. Moumit Roy Goswami 2. Dr. Nilimpa Ghosh 3. Smt. Debosmita Roy 4. Dr. Arijit Ghosh
2.	<b>Criteria 2:</b> Teaching, Learning and Evaluation	1. Dr. AninditaMajumdar 2. Dr. Moumit Roy Goswami 3. Dr. Barun Kumar Pal 4. Dr. SubhalakshmiGanguly
3.	<b>Criteria 3:</b> Research, Consultancy and Extension	1. Dr. Nilimpa Ghosh 2. Dr. Pradip Thakur 3. Dr. ShabanaHaydar 4. Sri NiranjanJaladas
4.	<b>Criteria 4:</b> Infrastructure and Learning Resources	1. Dr. Barun Kumar Pal 2. Dr. Susmita Roy 3. Dr. Bipul De 4. Dr. Arijit Ghosh
5.	<b>Criteria 5:</b> Student Support and Progression	1. Dr. Susmita Roy 2. Smt. Mousumi Biswas 3. Dr. Lipika Dutta 4. Dr. Soma Saha
6.	<b>Criteria 6:</b> Governance, Leadership and Management	1. Dr. Arijit Ghosh 2. Dr. Chaitali Bhattacharya 3. Dr. Bipul De
7.	<b>Criteria 7:</b> Innovation and Best Practices	1. Dr. Moumit Roy Goswami 2. Dr. AninditaMajumdar 3. Smt. Uttam Gupta 4. Dr. Nilimpa Ghosh

2. It was Unanimously decided to review the Progress of Preparation of AQAR 2018-19 on 12/12/19  
The meeting ends with vote of thanks to the chair.

  
Dr. Tapan Kumar Ghosh  
Principal/ Chairperson IQAC



For circulation  
5/12/19

Date: 5/12/2019

NOTICE

A meeting of the IOAC will be held  
on 12/12/2019 at 3:00 PM In the Principal's / Meeting  
room to discuss the following agenda. The members are requested to be present

AGENDA

1. Confirmation of proceedings of the last meeting.
2. Discussion regarding progress of preparation of AOR, 2018-19.
3. CAS of Dr. Nilimpa Ghosh and Dr. Shabana Haydar
4. Misc.

Members :

- |  |                            |
|--|----------------------------|
| 1. Prof. Prabir Chandra Ghosh Roy      | 9. Dr. Binay Kumar Pal     |
| 2. Sri Tapan Dasgupta, (Administrator) | 10. Smt. Debojit Roy       |
| 3. Sri Dhruvajyoti Bhajari             | 11. Smt. Madhumita Das, GS |
| 4. Prof (Dr.) Arijit Majumdar          | Student's Union            |
| 5. Dr. Anindita Majumdar 5/12/19       |                            |
| 6. Dr. Susmita Roy                     |                            |
| 7. Dr. Nilimpa Ghosh 5/12/19           |                            |
| 8. Dr. Arijit Ghosh 5/12/2019          |                            |

Mounitha Goswami

1. 5/12/19

2.

3. Susmita Roy. 12.12.19

4. Debojit Roy 12/12/2019

5. Pal 12/12/19

6. DR. NILIMPA GHOSH 12/12/2019

7. Dr. ARIJIT GHOSH. 12/12/2019

8. Anindita Majumdar 12/12/19

9. Mounitha Goswami 12/12/19

## **The Minutes of the IQAC Meeting**

**Held on 2/12/2019 at 3:00 PM Venue: Principal's Room**

The Chairperson of IQAC/ Principal Dr. Tapan Kumar Ghosh took the Chair.

### **Agenda 1: Conformation of Proceedings of the last meeting dated 2/12/2019**

The meeting resolved to confirm the proceedings of the last IQAC meeting dated 2/12/2019

### **Agenda 2: Discussion regarding progress of the Preparation of AQAR 2018-19**

Discussion were done on the progress of preparation of AQAR 2018-19. Members of IQAC who were assigned along with other teaching staffs of the college to complete the different criterias of AQAR reported that input of requisite data for the all the criteria is almost complete. It is unanimously resolved that they will submit the completed criteria to the IQAC Co-ordinator by 17/12/2019 for preparation of AQAR 2018-19. It is also resolved unanimously that after preparation of AQAR, 2018-19 the AQAR, 2018-19 will be placed before the Statutory Body (i.e. Administrator of the College Prof (Dr.) Prabir Ghosh Roy) at the earliest and following his acceptance it will be uploaded to the NAAC portal within 31<sup>st</sup> December, 2019.

### **Agenda 3: CAS of Dr. Nilimpa Ghosh and Dr. Shabana Haydar**

It is resolved to check and verify the CAS documents of Dr. Nilimpa Ghosh and Dr. Shabana Haydar for promotion (Stage-2 to Stage-3) in the month of January, 2020 by IQAC. Resolved that Dr. Nilimpa Ghosh and Dr. Shabana Haydar will be requested to submit their Self Appraisal Report under PBAS of CAS for promotion (Stage-2 to Stage-3).

### **Agenda 4: Miscellaneous (with permission of Chairperson)**

1. The meeting resolved to include following one (1) member in IQAC, nominated by the Principal

i) Smt. Radhika Banerjee (NTR)

2. The meeting resolved to prepare the Student Feedback Form for 3<sup>rd</sup> year students following NAAC recommendation and guideline and collect filled in Student Feedback Form by B.A/ B.Sc 3rd Year (Hons. and General) students during B.A/ B.Sc 3rd Year (Hons. and General) Part III Test Exam to be Conducted on January 2020.

The meeting was ended by thanking the Chair.



Dr. Tapan Kumar Ghosh

Principal/ Chairperson IQAC