

PURBASTHALI COLLEGE



ESTD: 2009

Vill + P.O:-Parulia, Dist:- Burdwan, Pin No-713513

Contact No. 8617647363 / 03454-264666

Email :- purbasthalicollege@gmail.com, Visit us : www.purbasthalicollege.com

Meeting No.1/2019-20

Date: 20.03.2020

A meeting of the Internal Quality Assurance Cell is held on March 20, 2020 at 5.00 pm via Google Meet to discuss the scheduled agenda. The following members are present in the meeting:

Members present:

1. Dr. Bibhas Chandra Saha, Chairperson
2. Dr. Lipika Ghoshal, Coordinator
3. Mr. Anupam Das, member
4. Dr. Suchandra Neogi, member
5. Dr. Soumya Mohan Ghosh, member
6. Mr. Ashes Datta, member
7. Mr. Ayan Chakraborty, member
8. Mr. Biswanath Bhattacharyya, member
9. Mr. Mintulal Dutta, member
10. Mr. Manik Das, member
11. Mr. Md. Asadul Haque, member
12. Mr. Dilip Roy, member
13. Mr. Sekil Khan, member

Link of the Meeting: <https://meet.google.com/tpn-qugv-smz>

Agenda:

1. To confirm the proceedings of the last meeting
2. Formation of Sub-committees
3. Review academic activities of the college
4. Promotion of Dr. Suchandra Neogi
5. Any other.

Resolution and ATR:

The meeting started with the Principal, Purbasthali College, Dr. Bibhas Chandra Saha, on the chair who welcomed all the members of the committee along with the newly appointed IQAC Coordinator, Dr. Lipika Ghoshal. It was reported that the institute had submitted data regarding AISHE and participated in NIRF. It was reported that the following persons had joined the institute as Guest Lecturers: Mr. Debasish Chakraborty in Education in March 2019, Mrs. Pratyusha Ghosh in Sanskrit in July 2019, Mr. Anup Kumar Ghatak in Bengali in July 2019, Mr. Parimal Mondal in Education in July 2019.

In the beginning, the minutes of the last meeting was read and confirmed unanimously. It was reported that all the departmental HoDs have given a brief presentation on the academic performance of their departments before the Principal and the IQAC Coordinator, and suggestions offered to the departments were followed. It was also reported that the following add-on courses were conducted by the departments:

Sl No.	Name of Add on course	Duration of course
1	Leadership Education	30 hrs
2	Bangladesher Sahitya	30 hrs
3	Bangla Gananatya o Tar Gana-abedon	30 hrs
4	Perspectives of Overall Development of a Man on the Basis of Spritual Concepts	30 hrs
5	Ecology and Ethics in Ancient Indian Philosophy	30 hrs
6	Academic Writing	30 hrs
7	Woman Empowerment and Development Act in India	30 hrs
8	History of weaving Industry of Bengal	30 hrs

It was informed that Dr. Soumya Mohan Ghosh as Assistant Professor in the Department of English and Mr. Ashes Datta as Librarian had joined the institute on October 1, 2019 and March 12, 2020 respectively. It was also reported that Dr. Lipika Ghoshal, Mr. Firoj Khan, and Dr. Soumya Mohan Ghosh had delivered their lectures as part of the IQAC Lecture Series. The team comprising of faculty and non-teaching staffs of the college had visited nearby schools and interacted with the students and teachers. Mrs. Pratyusha Ghosh, SACT, Department of Sanskrit, and Dr. Suchandra Neogi, Assistant Professor, Department of Philosophy, were felicitated for excellent presentation in a seminar, and for obtaining Ph.D. degree respectively. The promotion of Dr. Lipika Ghoshal was successfully made.

Regarding the second agenda, the previous committees were reformed and approved:

Women's Cell

Dr. Lipika Ghoshal (Convener), Dr. Suchandra Neogi (Member), Mrs. Susmita Mondal, member, Mrs. Sulekha Chakraborty, (Member), Student's Representative (On invitation basis)

Academic Subcommittee

Mr. Anupam Das (Convener), Dr. Suchandra Neogi, member, Dr. Lipika Ghoshal, member, Dr. Soumya Mohan Ghosh, member, Mr. Sohel Rana Sarkar, member, Mr. Aniruddha Debnath, member, Mr. Nirmal Das, member, Mr. Uttam Kumar Hazra, member

Building and Development Committee

Mr. Anupam Das (Convener), Dr. Suchandra Neogi, member, Dr. Soumya Mohan Ghosh, member, Mr. Md. Asadul Haque, member, Mr. Gopeswar Das, member, Mrs. Sulekha Chakraborty, member

Admission Subcommittee

Mr. Anupam Das (Convener), Dr. Suchandra Neogi, member, Dr. Lipika Ghoshal, member, Dr. Soumya Mohan Ghosh, member, Mr. Md. Asadul Haque, member, Mr. Dilip Roy, member

Purchase Subcommittee

Mr. Anupam Das (Convener), Dr. Suchandra Neogi, member, Dr. Lipika Ghoshal, member, Dr. Soumya Mohan Ghosh, member, Mr. Md. Asadul Haque, member, Mr. Uttam Kumar Hazra, member

Anti- Ragging Subcommittee

Dr. Bibhas Chandra Saha, Principal, Sri Anupam Das, Faculty convener, Dr. Suchandra Neogi, Faculty member, Dr. Soumya Mohan Ghosh, member, B.D.O. Purbasthali II, IC, Purbasthali Police Station, Mr. Debasish Chakraborty, Program Officer, NSS, Mr. Md Asadul Haque, NTS, Mr. Dilip Roy, NTS, G.S Student Union, Member of Students Union (1st Year)

Anti- Ragging Squad

Dr. Lipika Ghoshal (Convener), Mr. Ashes Dutta, Librarian member, Mr. Biswanath Bhattacharrya, Faculty Member, Firoj Khan, Faculty Member, Gopeswar Das, NTS, Bishu Rajbanshi, NTS, G.S Student Union

Routine Subcommittee

Mr. Manik Das (Convener), Dr. Suchandra Neogi, member, Dr. Lipika Ghoshal, member, Mr. Ayan Chakraborty, member, Mrs. Santwana Ghosh, member

Magazine Subcommittee

Dr. Lipika Ghosha (Convener), Mr. Anupam Das, Dr. Suchandra Neogi, member, Dr. Soumya Mohan Ghosh, member, Mr. Sohel Rana Sarkar, member, Mr. Ayan Chakraborty, Mr. Firoj Khan, Mr. Dilip Roy

Library Subcommittee

Mr. Ashes Datta (Convener), Mr. Anupam Das, member, Dr. Suchandra Neogi, member, Dr. Lipika Ghoshal, member, Mr. Aniruddha Debnath, member, Mr. Nirmal Das, member, Mrs. Sova Kuri, member

Sports Subcommittee

Mr. Biswanath Bhattacharyya (Convener), Dr. Lipika Ghoshal, member, Mr. Anupam Das, Dr. Suchandra Neogi, member, Mr. Ashes Datta, member, Mr. Debasish Chakraborty, member, Mr. Aniruddha Debnath, member, Mr. Uttam Kumar Hazra, member, Mr. Dilip Roy, Mr. Madhusudan Barik, member

Cultural Subcommittee

Mr. Ayan Chakraborty (Convener), Dr. Lipika Ghoshal, member, Dr. Soumya Mohan Ghosh, member, Mr. Anupam Das, member, Mr. Firoj Khan, member, Mrs. Pratyusha Ghosh, member, Mr. Anup Kumar Ghatak, member, Mr. Aniruddha Debnath, member, Mr. Bishu Rajbanshi, member

NSS Advisory

Mr. Biswanath Bhattacharyya (Programme Officer), BDO, Purbasthali II, BMOH, Purbasthali BPHC, Mr. Anupam Das, member, Dr. Lipika Ghoshal, member, Mr. Md. Asadul Haque, member, Mr. Uttam Kumar Hazra, member, Mr. Dilip Roy, member, NSS Volunteer, NSS Volunteer

Examination Subcommittee

Mr. Anupam Das (Convener), Dr. Lipika Ghoshal, member, Dr. Soumya Mohan Ghosh, member, Mr. Ayan Chakraborty, member, Mr. Biswanath Bhattacharyya, member, Mr. Mintulal Dutta, member, Mr. Manik Das, member, Mr. Parimal Mandal, member, Mr. Gopeswar Das, member, Mr. Bishu Rajbanshi, member, Mr. Koushik Chakraborty, member

Grievance Redressal Committee

Mr. Anupam Das (Convener), Dr. Suchandra Neogi, member, Dr. Lipika Ghoshal, member, Mr. Gopeswar Das, member, Mr. Dilip Roy, member

Research Subcommittee

Mr. Ashes Datta (Convener), Dr. Lipika Ghoshal, member, Dr. Suchandra Neogi, member, Dr. Soumya Mohan Ghosh, member, Mr. Srikanta Hazra, member, Mr. Firoj Khan, member

Student Welfare sub-committee

Dr. Lipika Ghoshal (Convener), Mr. Anupam Das, member, Dr. Suchandra Neogi, member, Mr. Mintulal Dutta, member, Mr. Sujal Pramanick, member, Mr. Md. Asadul Haque, member, Mr. Dilip Roy, member, Mr. Uttam Kumar Hazra, member

Green and Clean Campus Committee

Mr. Anupam Das (Convener), Dr. Suchandra Neogi, member, Mr. Mintulal Dutta, member, Mr. Biswanath Bhattacharyya, member, Mr. Manik Das, member, Mr. Md Asadul Haque, member, Mr. Uttam Kumar Hazra, member, Mr. Bishu Rajbanshi, member

Equal Opportunities Cell

Mr. Anupam Das (Convener), Mr. Manik Das, member, Mr. Parimal Mondal, member, Mr. Md. Asadul Haque, member, Mr. Uttam Kumar Hazra, member

Regarding the third agenda, it was informed that in consequence of the notice R-S/N-1/351 dated 14.03.2020 issued by the Inspector of Colleges, Burdwan University and the press release by the Govt. of West Bengal, College will remain closed from 16.3.20 to 31.3.20 as a precautionary measure in the perspective of outbreak of COVID-19 (Corona virus). Thus, it was resolved unanimously that to impart education in the troubled times all the faculty members of Purbasthali College were requested to share study material to the students in online mode like WhatsApp/ email, Google Classroom or any other electronic medium. They were asked to remain connected online with their students to ensure that their preparation for the upcoming semester examination was not disrupted.

Regarding the fourth agenda, the due date for the promotion of Dr. Suchandra Neogi was informed to the members of the committee and she was informed to submit all her details regarding her promotion so that it can be processed further.

As there were no issues to discuss, the meeting concluded with thanks to the chair.


Principal
Purbasthali College
Parulia, Purba Bardhaman.

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Meeting No.2/2019-20

Date: 14.4.2020

A meeting of the Internal Quality Assurance Cell is held on April 14, 2020 at 7.00 pm via Google Meet to discuss the scheduled agenda. The following members are present in the meeting:

Members present:

1. Dr. Bibhas Chandra Saha, Chairperson
2. Dr. Lipika Ghoshal, Coordinator
3. Mr. Anupam Das, member
4. Dr. Suchandra Neogi, member
5. Dr. Soumya Mohan Ghosh, member
6. Mr. Ashes Datta, member
7. Mr. Biswanath Bhattacharyya, member
8. Mr. Mintulal Dutta, member
9. Mr. Manik Das, member
10. Mr. Md. Asadul Haque, member
11. Mr. Dilip Roy, member
12. Mr. Sekil Khan, member

Link of the Meeting: <https://meet.google.com/pkg-bubf-iut>

Agenda:

1. To confirm the proceedings of the last meeting
2. Review academic activities of the college
3. Any other.

Resolution and ATR:

The meeting started with the Principal, Purbasthali College, Dr. Bibhas Chandra Saha, on the chair. In the beginning, the minutes of the last meeting was read and confirmed unanimously. It was reported that all the departments have shared study materials via WhatsApp groups, YouTube videos, and notes uploaded in the college portal.

Regarding the second agenda, the members of the committee recognized the unprecedented challenges posed by the ongoing global pandemic, impacting the traditional modes of education delivery, and the imperative to continue the academic progress of the students necessitated the implementation of alternative methods, particularly online education, to ensure the seamless flow of learning. Adapting to the evolving circumstances, the members of the IQAC unanimously placed a priority on the initiation of online classes to provide a continuous and quality educational experience for the students. Therefore, the IQAC affirmed its commitment to the following agenda for imparting education during these troubled times:

1. **Commencement of Online Classes:** The IQAC supported the immediate initiation of online classes for all the departments. This decision aimed to mitigate the disruptions caused by the pandemic and enable students to pursue their studies without compromise.
2. **Development of Online Routine:** The members of the IQAC directed all departments and faculties to collaborate in developing a comprehensive online routine. Mr. Ashes Datta was given the responsibility to compile the routine and publish it.
3. **Faculty Training and Support:** Recognizing the need for faculty members to adapt to online teaching methodologies, Dr. Soumya Mohan Ghosh and Mr. Ashes Datta were requested to help other faculty members to enhance their proficiency in conducting effective online classes.

As there were no issues to discuss, the meeting concluded with thanks to the chair.


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Meeting No.3/2019-20

Date: 29.5.2020

A meeting of the Internal Quality Assurance Cell is held on May 29, 2020 at 5.00 pm via Google Meet to discuss the scheduled agenda. The following members are present in the meeting:

Members present:

1. Dr. Bibhas Chandra Saha, Chairperson
2. Dr. Lipika Ghoshal, Coordinator
3. Mr. Anupam Das, member
4. Dr. Suchandra Neogi, member
5. Dr. Soumya Mohan Ghosh, member
6. Mr. Ashes Datta, member
7. Mr. Ayan Chakraborty, member
8. Mr. Biswanath Bhattacharyya, member
9. Mr. Manik Das, member
10. Mr. Md. Asadul Haque, member
11. Mr. Dilip Roy, member

Link of the Meeting: <https://meet.google.com/kju-cxnf-gjx>

Agenda:

1. To confirm the proceedings of the last meeting
2. Plans for academic session 2020-21
3. To organize Seminar/ Conference by the Department of History and English
3. Any other.

Resolution and ATR:

The meeting started with the Principal, Purbasthali College, Dr. Bibhas Chandra Saha, on the chair. In the beginning, the minutes of the last meeting was read and confirmed unanimously. It was reported that in response to the evolving challenges posed by the ongoing global pandemic, online classes were implemented. The finalized routine for online classes was published and disseminated to all stakeholders for effective implementation.

Regarding the second agenda, after a detailed discussion the members of the committee resolved to take up the following for the upcoming academic year:

1.Orientation for Teaching-Learning: Recognizing the importance of orienting both faculty and students regarding online teaching-learning methodologies, the IQAC will organize comprehensive orientation programs to familiarize all stakeholders with effective strategies and tools.

2.Utilization of Google Platforms: In line with the commitment to providing quality online education, the IQAC endorsed the use of Google platforms for teaching purposes. Faculty members were encouraged to leverage tools such as Google Classroom, Google Meet, and other relevant applications for effective online instruction along with WhatsApp.

3.Development of E-Modules: The members of the committee discussed about the preparation of e-modules by faculty members to supplement traditional teaching methods. These modules will serve as a valuable resource for students, enhancing the accessibility of educational content. It was decided that Departmental modules and academic calendar would be created and circulated to the students.

4.Online Grievance System: Acknowledging the importance of addressing student concerns promptly, the IQAC will establish an online grievance system. This system will facilitate students in expressing concerns related to the curriculum, teaching methodologies, or any other aspect affecting their academic experience.

5.Online Feedback system for academic performance and overall college ambience: The members of the IQAC decided to implement an efficient and user-friendly online feedback system that allows students to provide feedback on academic performance and the overall college ambience via Google Form.

Regarding the third agenda, it was reported that the Department of History and English had submitted proposals for conducting seminar/conference. The Department of History proposed to organize a Webinar in collaboration with IQAC on "Partition, Migration: Case of Bengali Refugees" on 26.06.2020 from 11am to 1pm. The speakers for the event were Dr. Subhash Biswas of department of History, Kalyani University, and Dr. Sarup Prasad Ghosh, Director of Maulana Abul Kalam Azad Institute of Asian Studies. The convener for the programme would be Mr. Anupam Das. The members of the committee wholeheartedly supported the idea and lauded the effort of the Department of History for taking up such initiatives. An organizing committee with Mr. Ashes Datta (Organizer, Technical, and Host), and Dr. Soumya Mohan Ghosh (Additional Organizer, Technical) was formed for the smooth functioning of the event and they were told to create and circulate a brochure of the event.

The proposal for conducting an international e-Conference by the Department of English in collaboration with IQAC was also discussed. The topic of the proposed Two-day International e-Conference was "Surpassing Boundaries to Create/Critique Identities: A Praxis of 'Female'" which would be held on June 29-30, 2020 from 5.00 p.m. (IST). The Keynote Address would be delivered by Prof. Rose A. Sackefio, Professor, Winston-Salem University, USA, and the Plenary Addressed would be delivered by Prof. Anita Singh, Professor, Banaras Hindu University, Varanasi, India, Dr. Pinaki De, Graphic Designer and Illustrator, and Associate Professor, R. P. M. College, West Bengal, India, and Mrs. Rezan Saleh, Theatre Scientist and Researcher, Centre for Ibsen Studies, University of Oslo, Norway. The convener for the programme would be Dr. Soumya Mohan Ghosh. Technical sessions with paper presentations would also be accommodated. The committee members enthusiastically endorsed the idea and commended the Department of English for undertaking such commendable initiatives. A dedicated organizing committee with Mr. Biswanath Bhattacharyya (Coordinator) and Mr. Ashes Datta (Organizer, Technical, and Host) was created with the specific mandate of orchestrating the upcoming event. One of the primary tasks assigned to the committee was the creation of a comprehensive event brochure.

The members then had a detailed discussion about the following issues and were resolved accordingly:

i) Online Platform

The members in their pursuit of hosting the seminar in the digital realm, deliberated on selecting an appropriate online platform. Although the members were initially desirous of using Google Meet for its user-friendly interface, and accessibility, after careful consideration, it was unanimously decided to utilize YouTube for live streaming to ensure a smooth and inclusive experience for participants, speakers, and attendees. Recognizing the importance of reaching a broader audience and enhancing the seminar's visibility, the committee opted for StreamYard, a platform known for its capabilities in efficiently streaming content to YouTube. The Principal urged the members to open a YouTube account of the college, and following an in-depth discussion, the collective decision was made to name the college's YouTube Channel as "Purbasthali College e-Lyceum" as the name reflected the commitment of the college to provide an electronic lyceum – a digital space where the college community and a broader audience can engage, learn, and contribute to the intellectual discourse fostered by Purbasthali College. Mr. Ashes Datta, librarian, was entrusted with the job of opening the YouTube account.

ii) Registration process:

The registration process for participants was outlined, including the creation of an online registration form using Google Form. Various strategies for promoting and encouraging participation were deliberated and it was decided that the members of the college would give a wide circulation of the brochures in various social media platforms. There would be no registration fees for both the events.

iii) Certification

After a careful discussion, it was decided that a Feedback Form, created through Google Form, would be created and circulated in the course of the events to collect the feedbacks from the audience. Those who would register for the events and submit the feedbacks would be given

certificates. Mr. Ashes Datta opined that it would be better to generate certificates automatically and send them via mailmerge to save time.

iv) Funding

It was decided that the college would bear the cost of organizing such events. The conveners of both the events requested the Principal to allot them a budget so that the resource persons would be given gifts/souvenirs, and their proposals were accepted.

As there were no issues to discuss, the meeting concluded with thanks to the chair.



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Meeting No.4/2019-20

Date: 13.06.2020

A meeting of the Internal Quality Assurance Cell is held on June 13, 2020 at 5.00 pm via Google Meet to discuss the scheduled agenda. The following members are present in the meeting:

Members present:

1. Dr. Bibhas Chandra Saha, Chairperson
2. Dr. Lipika Ghoshal, Coordinator
3. Mr. Anupam Das, member
4. Dr. Suchandra Neogi, member
5. Dr. Soumya Mohan Ghosh, member
6. Mr. Ashes Datta, member
7. Mr. Ayan Chakraborty, member
8. Mr. Biswanath Bhattacharyya, member
9. Mr. Mintulal Dutta, member
10. Mr. Manik Das, member
11. Mr. Md. Asadul Haque, member
12. Mr. Dilip Roy, member
13. Mr. Sohel Rana Sarkar (on invitation)

Link of the Meeting: <https://meet.google.com/emg-hyof-nso>

Agenda:

1. To confirm the proceedings of the last meeting
2. To organize Seminar/ Conference by the Department of Education
3. Mentoring the students
4. Continue CIE
5. Any other.

Resolution and ATR:

The meeting started with the Principal, Purbasthali College, Dr. Bibhas Chandra Saha, on the chair. In the beginning, the minutes of the last meeting was read and confirmed unanimously. It was reported that the faculty members started orienting students about the online medium. Faculty members extensively started using Google platforms for teaching purposes and circulated e-modules for the benefit of the students. Online Grievance System was also made functional. It was reported that fifteen Guest Lecturers and Part Time Teachers were appointed as SACTs with effect from January 01, 2020.

Regarding the second agenda, the members were informed that the Department of Education had proposed to organize a One-day National Webinar on "Mental Stress and Suicidal Tendencies of The New Generation in This Pandemic Situation" in collaboration with IQAC on 12 July 2020 from 5 pm. The convener of the webinar would be Mr. Sohel Rana Sarkar, and Mr. Srikanta Hazra would be the co-convener. The speakers of the event would be Dr. Ganesh T. Pandit, Assistant Professor, Department of Education, Central Sanskrit University, Shri Rajiv Gandhi Campus, Karnataka, Dr. Parimal Sarkar, Assistant Professor, School of Education, Netaji Subhas Open University, Kolkata, West Bengal, Dr. Nandita Deb, Assistant Professor and Head, Department of Education, Shishuram Das College, University of Calcutta, West Bengal. The members of the committee accepted the proposal and appreciated the proposal as the topic would be very appropriate for the present time. An organizing committee with Mr. Debasish Chakraborty (Coordinator), Mr. Parimal Mandal (Coordinator), Mr. Ashes Datta (Organizer, Technical and Host), and Dr. Soumya Mohan Ghosh (Organizer, Technical) was set up for the webinar. The committee was asked to prepare an event brochure. The modalities of the webinar in terms of Online Platform, Registration process, Certification, and Funding would remain same as the previous two seminars.

With due consideration to the pivotal role of mentoring in fostering holistic student development, enhancing academic performance, and nurturing a supportive learning environment, the committee members resolved to strongly emphasize the mentoring of students under the third agenda. It was decided unanimously that the mentor-mentee system would start from the Semester I and would continue till the Semester VI examination. The students of the respective departments will be allocated among the faculty members, who will serve as mentors, providing continuous guidance, assistance, and support to their assigned mentees.

Regarding the fourth agenda, the faculty members were encouraged to conduct CIE, i.e. continuous internal examination/ class tests in online medium ensuring a seamless assessment process.

As there were no issues to discuss, the meeting concluded with thanks to the chair.


Principal
Purbasthali College
Parulia, Purba Bardhaman