CHAKDAHA COLLEGE

Mobile No. 8967300985

P.O.-Chakdaha, Dist.- Nadia, Pin.- 741222
Re-accredited by NAAC 'B+' ::: Affiliated to University of Kalyani
Website: www.chakdahacollege.ac.in :::: E-mail:chakdahacollege1972@gmail.com
Website for IQAC: https://chakdahacollege.ac.in/IQAC/Index.aspx
E-mail: chakdahacollegeiqac2014@gmail.com

Minutes of the IQAC Meeting held on 22.02.2024

The Meeting of the Internal Quality Assurance Cell (IQAC) was held at Vidyasagar Sabhakaksha, Chakdaha College, at 3:00 PM on 22.02.2024. The meeting was conducted in both physical and virtual modes. The virtual link, circulated in the WhatsApp Group, was: Google Meet Link. (https://meet.google.com/uez-dozz-gkz)

Attendance

The following members were present or absent in the meeting:

IQAC Team, Chakdaha College, 2023-24	Present/Absent
1. Dr. Swagata Das Mohanta (Principal and Chairperson)	Present
2. Dr. Arun Kumar Nandi (Co-ordinator, IQAC)	Present
3. Dr. Prabir Kumar Das (External Member)	Present
4. Rev. Swami Sarvalokananda Ji Maharaj (External Member)	Absent
5. Dr. Shaktibrata Bhowmick (External Member)	Absent
6. Dr. Paritosh Biswas (NAAC Jt. Co-ordinator)	Present
7. Dr. Saikat Sarkar (NAAC Jt. Co-ordinator)	Present
8. Dr. Iftikar Alam (Secretary)	Present
9. Dr. Anjan Sengupta (Teacher Member)	Present
10. Dr. Sahanous Mallick (Teacher Member)	Present
11. Dr. Sarbajit Paul (Teacher Member)	Present
12. Dr. Nikhil Kumar Mondal (Teacher Member)	Present
13. Dr. Somen Ghosh (Teacher Member)	Present
14. Mithun Sarkar (Teacher Member)	Absent
15. Sumanta Kumar Das (Librarian)	Present
16. Sri Sujash Karmakar (Alumni Member)	Present
17. Sri Narendra Kumar Sarkar (Non-Teaching Member)	Present
18. Sri Anip Roy (Non-Teaching Member)	Present
19. Sri Tufan Banerjee (Non-Teaching Member)	Absent

Proceedings

The meeting commenced with a welcome address from Dr. Arun Kumar Nandi, IQAC Co-ordinator, who then presented the agenda for discussion.

Agenda and Resolutions

1. AISHE Report 2022-23:

- Discussed details regarding the AISHE 2022-23 reports.
- Considered suggestions for updates/changes to data and information (related to hostel, results, audited financial data, NEP-IKS, CCF, scholarships, etc.).
- Emphasized the concept of "One Nation, One Data System."

2. NAAC Visits:

- Check and prepare explanations for updated SSR-DVV information and qualitative matrices. These explanations should be compiled by the respective criteria-wise convenors and members, and then submitted to the IQAC Coordinator and NAAC Joint convenors before the Peer Team Visit (PTV).
- Conducted awareness sessions among stakeholders regarding SSR information and recent trends in the education system, especially the NEP, through discussions and hands-on training.
- Prepared presentations including profiles from the Principal, IQAC, and Departments, covering feedback, PO-CO, e-resources, smart class usage, projects, etc.
- Formed groups comprising at least 25 members each for alumni, parents, students (50), and retired staff, ensuring their presence during PTV.

3. Miscellaneous Agenda:

- Ensured the effective functioning of the Institutional Innovation Council (IIC), maintaining member and expert lists, organizing activities, managing the incubation center, promoting research and innovation, and facilitating student placement opportunities and participation in regional events.
- Accepted a proposal for establishing an Internship Cell.
- Organized upcoming sports meets efficiently as the host college, emphasizing adherence to policy documents, ensuring access to information, and fostering cooperation and coordination among participants.

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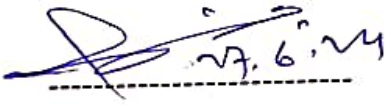Re-accredited by NAAC 'B+' ::: Affiliated to University of Kalyani
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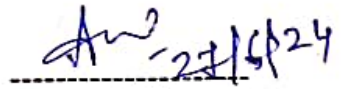E-mail: chakdahacollegeiqac2014@gmail.com

- Regularly updated the college website to ensure smooth access for stakeholders, covering PO-CO mapping, faculty and staff appraisals, exam portal access, LMS, entry in services, feedback systems, infrastructure facilities, e-resources, and results analysis.
- Arranged formal welcomes for new employees to integrate them into the college community.
- Ensured the proper functioning of CCTV systems on campus and in the library for enhanced security.
- Planned an Alumni Meet during the PTV.
- Displayed different office activities of non-teaching staff for easy student access (section-wise naming like Cash section, scholarships, accounts, PF management, assets and stocks, results and certificates, admission, etc.).
- Conducted workshops for maintaining digital teachers' diaries, feedback systems, POs and COs, course attainment, etc.
- Repaired and updated computers and other ICT facilities before the NAAC PTV. Installed more new Smart Boards and e-podiums.
- Improved and updated the college website.
- Implemented approved paramedical certificate and diploma courses from 2024-25.
- Acknowledged the team spirit from all members of the teaching and non-teaching staff for NAAC work.

The meeting concluded with a vote of thanks from and to the Chair, Dr. Swagata Das Mohanta.

(Dr. Paritosh Biswas)
Teacher-in-Charge and Chairperson,
IQAC, Chakdaha College
Dr. Paritosh Biswas
Teacher-in-Charge
Chakdaha College

(Dr. Arun Kumar Nandi)
Co-ordinator, IQAC,
Chakdaha College

Co-ordinator
IQAC, Chakdaha College