



BASANTI DEVI COLLEGE

Established in 1959

(Government Sponsored)

NAAC Reaccredited **B+** (3rd Cycle)

21.11.2018

NOTICE

A Meeting of the Internal Quality Assurance Cell (IQAC) of the College will be held on 28.11.2018 at 3.00pm in the College Auditorium with Alumni Association & Parent-Teacher Association. All members are requested to be present in the meeting.

Agenda:

1. NAAC 3rd Cycle Assessment Result(16.08.2018)
2. Recommendations for Quality Enhancement (NAAC Peer Team)
3. Annual Fair
4. Saraswati Puja
5. Feedback on Curriculum

Aditi Sarkar
Coordinator, IQAC
Basanti Devi College

Minutes of the Meeting held on 28.11.2018

120 members were present in the meeting.

Dr. Aditi Sarkar, coordinator IQAC proposed the name of Dr. Indrila Guha, Principal & Chairperson IQAC, to preside over the meeting.

Dr. Indrila Guha took the chair.

Agenda-I - NAAC 3rd Cycle Assessment Result (16.08.2018)

The Principal announced the NAAC 3rd Cycle Assessment Result of our college which was published in 16th August, 2018 and thank members of Alumni Association & Parent-Teacher Association for their active participation in NAAC Peer Team meeting. The NAAC Coordinator & Coordinator, IQAC thank all the members for their dedication & sincere effort. Some of the members told that the NAAC Peer team

147B, Rash Behari Avenue, Kolkata – 700029

Call: 91 (033) 2464 1012 / 2463-0845 , **Fax :** (033) 2419-7449

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members were very happy with the performance of the members & advice them to give more time to the college & strengthened the associations, which will help the college to develop further.

Agenda.II. Recommendations for Quality Enhancement (NAAC Peer Team)

The Coordinator, IQAC read out all the recommendations for quality enhancement made by NAAC peer team member in front of the members .Principal announced that we are working on some of the recommendations made by NAAC Peer team like-

- i) Child Care Leave will be implemented by the college for teachers & non-teaching Staff from 2018-2019 session(recommended by NAAC).
- ii) Salaries of Teachers & non teaching Staff appointed by College Management will be increased in the next financial budget (recommended by NAAC)
- iii) ICT training for Teachers & non-teaching has been already organised from this academic session (recommended by NAAC)
- iv) Library automation work has almost completed (recommended by NAAC)

Agenda.III: Annual Fair

Dr. Indrani Dutta Satpathi, Convener, Alumni Association told the members that the College Annual Fair organised by Alumni Association will be held in the month of February, 2019.She requested all the members to sit and plan about the programme & submit the final plan to the ex-students of the college who are at present teaching in different departments of the college. The coordinator, IQAC requested the members of the Parent-Teacher Association to take active part in the programme & provide suggestions so that the fair can be properly organised by the Alumni Association with the help of present teachers, students & non-teaching members.

The Principal requested the members to organise the programme in the ground floor of the college so that the senior members can participate in the programme.

Agenda .IV Saraswati Puja

The Principal requested all the members to actively participate in Saraswati Puja Celebration in the college with present students, teachers & non-teaching members. The Puja will be on February 9th, 2019 She further added that arrangement of lunch will be made for every members inside the college premises.

Agenda .V Feedback on Curriculum

The coordinator, IQAC requested all the members to meet their respective departments & collect University Curriculum from the HODs. She mentioned that all the HODs are ready with the copies of University Syllabus The present students also help the members in this matter. The coordinator requested the members to submit their feedback & suggestions on University CBCS syllabus in writing to the college by last week of April, 2019.

Agenda VI Any other matter with the permission of the chair.

As there was no other matter to discuss, all the members appreciated the effort of the institution and the meeting ended with a vote of thanks to the Chair

Dr.Aditi Sarkar
Coordinator, IQAC

Dr.Indrila Guha
Principal & Chairperson, IQAC

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