

IQAC

BETHUNE COLLEGE

Minutes of the meeting held on 19.09.2019

Venue: Principal's Chamber

Duration: 2.00 p.m. - 4.30 p.m.

Agenda

1. Confirmation of Minutes of last meeting.
2. Action Taken Report.
3. Preparation of NAAC
4. Matters regarding general development of College
5. Matters arising

Members Present:

1. Professor Mamata Ray : Principal, Bethune College, Chairperson
2. Prof. P.K. Choudhury : Former Director of Public Instructions, Department of Higher Education, Govt. of West Bengal, Eminent Academician
3. Prof. Pushpa Misra : Former Principal, Bethune College, Alumna and Psycho Analyst
4. Prof. (Dr.) SampaChakrabarti : Department of Chemical Engineering, University of Calcutta
5. Dr. Kamal KantiSom : Assoc. Prof., Dept. of Physics, IQAC Co-ordinator
6. Prof. Pratap Chandra Ray : Prof., Dept. of Mathematics, Bethune College
7. Dr.Amita Kar : Assoc. Prof., Dept. of Chemistry, TCS
8. Dr. Suranjana Dasgupta : Assoc. Prof., Dept. of Economics
9. Dr. Sudeshna Mitra : Assoc. Prof., Dept. of Philosophy,
10. Dr.NilanjanaBagchi : Assoc. Prof., Dept. of Psychology,
11. Dr. Maitri Ghosh : Assoc. Prof., Dept. Of Economics, NAAC Coordinator
12. Smt. Anjali Maisal : Librarian, Bethune College

The meeting was chaired by The Principal Prof. (Dr) Mamata Ray.

- Minutes of the last meeting held on 9thJuly, 2019 were confirmed.
- Affiliation for two new courses, Sociology and Nutrition has been received. Principal pointed out that the college has applied to the Higher Education Department, Government of West Bengal with all details for necessary support for setting up two new Departments which includes creation of teaching posts (new and converted) as recommended by the Inspection team and the Inspector of Colleges.
- Prof P.K Choudhury enquired about the status of Admission to UG courses in the current academic year. Dr. Kamal KantiSom, IQAC Coordinator & Convener Admission Committee informed the members that in total fifty seats of Philosophy, Hindi and Sanskrit and 25 more seats from the rest of the departments are still vacant. These seats mostly belong to the reserved category.
- As a clarification to Prof P. Chaudhury's query that whether the President of the Governing Body is nominated by the Government or not, Principal informed that the names of Dr. Suparna Mitra (Maulana

Azad College) and Dr Papiya Ghosh (Vijay Krishna Girls' College) have been communicated to the college as the V.C.'s nominee. The name of the Government nominee has not yet been received the college.

- In response to Prof. P. Chaudhury's query, Principal informed that as desired by the Government, a self assessment format for NAAC accreditation with tentative scoring had been sent to the Higher Education Department, where the score was upgraded to 3.25 in 4 point scale. The IQAC will maintain the respective supportive documents to justify this scheme. IQAC Co-ordinator Dr. Kamal Kanti Som explained how the scoring was quantified following the given benchmarks. Dr. Som also informed about the weak score areas, namely collaborative research and number of teachers from outside the state.
- Principal maintained that the IQAC should report the search action following the notice served regarding the upgrading of the low scoring fields.
- Prof P. Chaudhury enquired whether AQAR till the current academic year has been uploaded or not. The IQAC Convener Dr Sudeshna Mitra and the NAAC Co-coordinator Dr Maitri Ghosh informed that though there is some delay regarding this, efforts are on to upload the AQARs within a target date so that the NAAC SSR can be uploaded by September 2020.
- Prof P. Chaudhury enquired whether each department is organizing atleast 2 seminars per year and whether the proceedings of the seminars are being published or not.
- Dr Kamal Kanti Som reported that in the extended phase of Admission, post registration, 49 online admissions took place which reflects the reputation of the college.
- Dr Sudeshna Mitra placed the list of the members of the NAAC steering committee which has been ratified in the TC meeting before the house.
- Prof P Chaudhury suggested that a meeting need to be held between NAAC steering committee and IQAC members to discuss in details the different criterion with emphasis on innovations, distinctive features and add on courses.
- Dr. Sudeshna Mitra emphasized that Seminars/ workshops on Quantitative Benchmarks for NAAC need to be organized soon.

Actions taken:

- Dr Nilanjana Bagchi informed that identification of students with depression through counseling as suggested by Dr Sampa Chakrabarti is going on. She also informed that in order to facilitate the counseling process the Counselling Cell of Bethune College is trying to organize a workshop on Suicidal Tendency and Mental Health Diagnosis together with the Department of Psychiatry, SSKM Hospital, Kolkata
- Dr Sudeshna Mitra recounted the different ways and procedures to create a knowledge repository which will be uploaded in the web site. Dr. Maitri Ghosh elaborated on the matter. Audio visuals containing e lecture series can be prepared through sharing from different colleges and PG departments under C.U. Collaboration with similar colleges under C.U, e content, student support and creation of modules by the teachers can be the outcome of this action. Prof P. Chaudhury suggested that links for workshop materials held in different colleges can be provided in the college web site if the concerned colleges permit. Prof Pushpa Misra suggested whether YouTube may be utilised or not.
- Resource persons have been contacted for delivering the birth bicentenary lectures of Vidyasagar and Mahatma Gandhi (150 years). Students Activity Cell of the college has held exhibitions on the same.
- Initiatives have been taken to start Tuesday Lectures after the Puja Vacation
- Question bank for internal examinations of the college for web site is under process.
- The IQAC convener reported that Academic Audit for this session has been completed.
- Principal reported that a Spanish language course will be introduced in the college after surveying the willingness of the students. 70 willing candidates have reported and DCPL will be requested to conduct the

course after signing an MOU. The members ratified the introduction of this course which will benefit the students.

Agenda 3: Preparation of NAAC

- Principal informed the members that an office room is required to facilitate preparation work for NAAC and the computer lab in the vertical extension of the Kadambini building can be converted to the same. An estimate of Rs three lakhs nine thousand and four hundred has been submitted by the PWD.
- Principal proposed to generate an IQAC fund out of the nongovernmental fund which stand at 1.30 crores now. With ratification by all the external and internal members, it is resolved that a minimum of Rs 50 lakhs from the nongovernmental fund will be kept in FD to be opened with SBI for a period of 10 years. The amount may be more, if available funds permit. The interest earned for this FD to be utilized for
 1. Principal's Gold Medal Annual Prize
 2. Quality Enhancement proposals to be placed before IQAC full body and to be funded as recommended by the IQAC.

Prof Sampa Chakrabarti proposed that quarterly interest payment mode should be opted for.

Agenda 4: Matters regarding general development of the college

- Principal reported the works that were done in compliance with the recommendations of the NAAC peer team.
- Prof Pushpa Misra suggested that introduction of Environmental Science course should be under consideration, for better employability of students and other benefits.
- Principal informed that construction of state of the art Hostel is near completion. This will help in getting international students. In this connection Principal reported that a Bangladeshi student took admission this academic year. A photograph of the hostel building has been uploaded in the college web site.
- Prof Pushpa Misra suggested that access to library should be made on line. Principal pointed out that potential is there which can be implemented fully.
- The process of mentoring of the students is already being carried out and documents relating to that (minutes of the meeting held for this purpose) are being maintained as pointed out by Dr Maitri Ghosh. Prof Pratip Chaudhury pointed out that problems faced by the students be documented and a periodic feedback regarding this to be collected from the students.
- Regarding the issue of providing wi-fi in the students' common room the members suggested that wi-fi should have limited access.

All the members agreed that more or less NAAC compliance has been achieved.

Principal reported the activities undertaken in the 3rd cycle of NAAC

- Prof SampaChakrabarti suggested that employers' feedback of the students getting placed through campus recruitment in the college need to be collected. Also an e waste bin has to be installed.
- Prof Pushpa Misra suggested that steps for water conservation need to be initiated.
- Principal informed that proposals are there for Gandhi Peace March and Education awareness Programme with WCC Education on Wheels.

- Dr Kamal Kanti Som informed that a commemorative volume on the occasion of 50 years of Physics Honours teaching at the UG level will be brought out by the Physics Department.
- The Principal appraised the members that an additional fund of Rs 31 Lakh has been received for JMD Professorship and Endowment Fund and the total fund amount stands at 1.37 crore at present . Principal placed the names of JMD professorship as recommended by the JMD committee for the ratification of the IQAC members: The names are as follows:
 1. Prof Manjusha Majumdar (Retd. Professor of CU)
 2. Dr. Jayasri Sarkar (Retd Professor of Mathematics)

with a remuneration of Rs 7000 per month as per the existing guideline.

Prof Pushpa Misra suggested that at least Rs 10000 be offered as remuneration to these part time JMD professors. Prof Sampa Chakrabarti suggested that the excess over Rs 7000 be offered as conveyance.

Prof Pushpa Misra initiated the following resolution:

This committee resolves that the contribution of Prof (Dr)Mamata Ray (Chaudhuri), Principal of this college is highly appreciated and the committee is extremely thankful for the excellent work she has done for the development of the college and academic upliftment of the college.

Principal Prof (Dr) Mamata Ray (Chaudhuri) expressed her thankfulness and gratefulness to all the three eminent external members of the IQAC.



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