Minutes of IQAC meeting held on 24/07/2020

Virtual Platform: Google Meet

Time : 2.30 pm – 5.30 pm

Agenda:

1. Confirmation of minutes of previous meeting

2. AQAR

3. Reconstruction of IQAC as proposed in TC meeting dated 11.03.2020

4. Report of College Activities during Lockdown

5. Matters arising

Principal Prof. Krishna Roy chaired the meeting.

Members present:

1. Prof. Krishna Roy, Principal Bethune College
2. Prof. Pratip Kr. Chaudhuri
3. Prof. Pushpa Misra
4. Prof. Shampa Chakrabarti
5. Dr. Kamal Kanti Som (Coordinator, IQAC)
6. Prof. Pratap Chandra Ray
7. Dr.Amita Kar
8. Dr. Sudeshna Mitra
9. Dr. Gautam Goswami
10. Dr.Dipayan Chattopadhyay
11. Shri Sumanta Mukhopadhyay
12. Dr.Maitri Ghosh

Agenda 1 :

- Dr. Kamal KantiSom welcomed the members and Principal Madam initiated the meeting.
- Dr. Sudeshna Mitra read out the minutes of the last Meeting of IQAC with external members on 18.12.19 which was confirmed by the house after a minor correction made by the Principal, Prof. Krishna Roy.
- Dr. Sudeshna Mitra appraised the house that AQAR 2014-15 have been submitted to NAAC portal on 17.1.2020. She also reported that work regarding AQAR 2015-16 is complete and it is ready for uploading to NAAC portal.
- Dr. Shampa Chakrabarti had some suggestions regarding the AQAR 2015-16. Firstly, Dr. Chakraborty suggested that the excel files that are to be uploaded in the portal while uploading AQAR 2015-16, should have an appropriate name. Dr. Sudeshna Mitra said that she has done the same. Secondly, Dr. Chakraborty suggested that a flow diagram can be placed while writing about the mentor-mentee scheme of the college. Dr Sudeshna Mitra

suggested that there is no such scope in the portal. For Criteria 2.5.2, Dr Chakraborty suggested to upload a document of proof. Dr Sudeshna Mitra reported that again, there is no such scope in the portal. For criteria 2.5.3, a document was suggested to be uploaded by Dr. Chakraborty. Principal Madam suggested that the Academic Calendar of the college can be uploaded if at all there is any scope of doing so. Academic Calendar is uploaded in College Website and the Weblink is provided to NAAC.

- Dr.Sudeshna Mitra had a query regarding the Part A of AQAR 2015-16. IQAC received a fund of Rs 3,00,000/- in 2014 under the 12th Plan (2012-2017). Whether the same has to be reported in 2015-16 AQAR or not was the query. Prof. Pratip K. Chaudhuri suggested that the amount should be mentioned in all periods till 2017. However, the other members differed and said that if at all there lies a provision to incorporate this grant in 2015-16 AQAR, then only we should report, otherwise not. Though the recurring part of the funds were utilised partially in 2015-16, the grant as a whole came to the college in 2014.

- Prof. Pratip K. Chaudhuri enquired regarding the admission procedure of the college in the current year. Dr. K. K. Som reported the details of the admission modalities/criteria that the admission committee of the college has decided upon. It was reported that the college is awaiting directives from the University of Calcutta regarding admission to proceed any further. The members proposed to reduce the price of admission forms this year keeping in mind the COVID19 and Umphan situation. It was proposed that the price of admission forms may be reduced to Rs 100 from Rs 150 for this year.

- Dr.Maitri Ghosh gave the details of the methods of creating Program Outcomes (PO), Programme Specific Outcomes (PSO) and Course Outcomes (CO) that the departments are working upon. These are required for AQAR uploading as well as NAAC and are to be placed in the college website as links. Prof. Chaudhuri suggested that program outcome and program specific outcomes are the same. Prof. Mishra suggested that for PSO, the avenues that a student will get in their future in job and research are to be mentioned.Prof. Chakrabarti vouched the same. Prof. Pratap Chandra Ray suggested that for the initiation of the CBCS system, CU has given some instructions. For developing PO, some points can be taken from the same.

Agenda 2 :

- The house confirmed the AQAR 2015-16 for uploading.

Agenda 3 :

- The external members of IQAC were informed about the reshuffling of the internal members of IQAC. Dr. Gautam Goswami, Dr. Dipayan Chattopadhyay and Shri Sumanta Mukhopadhyay are incorporated as the new members of IQAC.

- It was also resolved that a student representative, a representative from office and a distinguished member of local society should be incorporated in IQAC. Principal madam proposed the name of Shri Prabir Swain as representative from office and Dr.Maitri Ghosh proposed the name of Prof. Sarmila Bannerjee as a distinguished member of local society to be incorporated in IQAC. Dr. K.K. Som suggested that internal members of the IQAC will make a list of the proposed names and place it to the external members of IQAC in the next meeting.

Agenda 4 :

- Principal Madam requested Prof. Pushpa Misra to deliver a lecture to motivate the students psychologically in the lockdown period due to Covid-19. Prof. Misra accepted the same and said that she can deliver a lecture after 30th July, 2020. Dr. Sudeshna Mitra requested that this

lecture could be arranged by the department of Philosophy in collaboration with IQAC. All members accepted the same.

- Principal madam requested for a suggestion from the IQAC members regarding the fate of the trees that fell in the college campus due to Umphan. She proposed whether they can be used for making seating arrangements for open library in the college campus. Prof Misra suggested her to write a letter to PWD and DPI for permission for the same.

- Anjali Maisal, Librarian proposed subscription of e-books for the library which will help teachers and students in this critical time. She stated that this project can be taken up initially with Rs 1,00,000/-. Principal madam suggested her to provide a proper budget and stated that if amount permits then this can be done. Sumanta Mukhopadhay suggested that the teachers and students already have some important e- books at their disposal. They can provide those books if a drive can be initiated centrally. Prof. Shampa Chakrabarti suggested that e-books cannot be shared but for libraries rules can be different. Anjali Maisal suggested that in case of libraries links are provided. Principal madam requested her to make sure of the rules and regulations for the same.

- Prof. Pratip Chaudhuri queried regarding the conduction of practical classes in the coming academic session. Prof. Chakrabarti suggested that use of virtual practical apps might be useful. Dr. Gautam Goswami commented that virtual practical classes can never replicate original practical classes. Dr. Goswami suggested uploading of videos of teachers doing the Practicals for the students. Prof. Misra suggested that live streaming can be an option. Dr.Amita Kar suggested that conducting of practicals using these methods will be really difficult for the teachers to conduct and the students to understand.

- Dr.Maitri Ghosh reported about the activities of the college during lockdown to the members in details.

- Sumanta Mukhopadhyay briefed about the status of publications--Dostabej, Adiganta and Vidyasagar volume.

- Dr.Dipayan Chattopadhyay briefed regarding status of Heritage and seminar volume on Environment.

Agenda 5 :

- Dr.Maitri Ghosh requested the members to suggest on restoration of archival documents of the college. Prof. Pushpa Misra said that there are many historical documents related to Bethune College like letter by Chandramukhi Basu which should be preserved /laminated. Old paintings of Jamini Roy must be preserved. A list of all such documents should be kept. Prof. Misra also requested Principal madam to seek financial assistance from the government for Archive restoration.

- Principal madam commented that a lot of wrong information is there in Wikipedia regarding Bethune College. She asked the members regarding the possibility of rectifying the same. Prof. Misra suggested that a letter to the General Editor of Wikipedia has to be written with actual facts and figures for rectification.

- Principal madam also enquired regarding the true date of birth of JED Bethune which by hearsay is 12.07.2020. She said that no historical evidence on this date is available till date to the best of her knowledge. Prof. Misra said that she had made a committee to investigate this matter when she was the principal of the college. Prof Uttara Chakraborty and Prof. Sunanda Ghosh will be able to help in this matter.