



Ref. No.: _____

NOTICE


Date : _____

Date:31.07.2023

A meeting of the Internal Quality Assurance Cell (IQAC) of Prafulla Chandra College will be held on 07.08.2023 (Monday) at 7.00 p.m. in the Meeting Room of the college to discuss the following agenda.

All members are requested to attend the meeting.


Chairperson,
IQAC


Co-ordinator,
IQAC

Agenda:

1. Confirmation of the minutes of the last meeting held on 02.05.2023.
2. To consider the applications received from Prof. Anuradha Mazumder and Prof. Tushar Kanti Pal regarding CAS.
3. To discuss about implementation of NEP 2020 and infrastructure requirement thereof.
4. To report about submission of AQAR 2021-22.
5. To discussion on Full Automation of Library.
6. To consider the class routine and teaching plan for the Academic Session 2023-24.
7. Miscellaneous.



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Minutes of the IQAC Meeting held on 07/08/2023 at 7.00PM in the meeting room of the college
Meeting No: 1/23-24

Members present-

Dr. Ratnakar Pani, Principal
Prof. P.K. Roy
Prof. J. Mukherjee
Dr. P. Paul
Dr. D. Mukherjee
Dr. S. Roy
Dr. K. Dutta Roy
Prof. S. Ganguly
Prof. A. Mazumdar
Prof. Subhas Nath
Ms. Chaitali Chattopadhyay
Mr. Sankar Sanyal
Mr. Sanjib Kharwal

Principal, Dr. Ratnakar Pani presided over the meeting

Revision Of Agenda – Incorporated as Agenda Number 2 - To consider the applications received from Prof. Anuradha Mazumder, Dept. of English and Prof. Tushar Kanti Pal, Dept. Of Economics regarding promotion(CAS). Principal and the house permitted the revision.

Agenda 1: Confirmation of the minutes of the last meeting held on 02.05.23.

Principal mentioned, that it was discussed in the last meeting that Green Audit, Gender Audit, and Energy Audit should be done immediately. It was incorporated in the minutes.

Principal requested Dr. S. Roy to present the brief report of the programme conducted in 2022-23. Dr. S. Roy presented the same. In this connection Dr. D. Mukherjee suggested to conduct one voter awareness programme for the new students. It was decided that such programme may be arranged by September 2023. Ms. Chaitali Chattopadhyay suggested the names of two speakers for this programme. The house accepted the same and decided to proceed.

The rest of the minutes of the last meeting were read and confirmed.

Agenda 2: Applications received from Prof. Anuradha Mazumder, Dept. of English and Prof. T. K. Pal, Dept. Of Economics regarding their promotions.

Coordinator reported, Prof. Anuradha Mazumder, Assistant Prof. in English would be promoted from Stage II to Stage III and it is due from 1st July, 2015.



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Prof. T. K. Pal, Assistant Professor in Economics would be promoted from Stage I to Stage II and it is due from 8th December, 2020.

The house accepted the applications and advice the coordinator to start the process and to request the Governing Body for further consideration.

Agenda 3: It was reported to the house that National Educational Policy (NEP) 2020 accepted by the Govt. of W.B.. C.U has implemented the policy from the academic session 2023-24. In this connection Dr. S. Roy reported that Sivanath Sastri College and Prafulla Chandra College have jointly organised a workshop on 11th July, 2023 to understand the modalities of the new education policy. Principal of Belur Ramkrishna Vidyamandir, Swami Mahaprajnanda and Dr. Mrinal Mukherjee, Associate Prof., B.R. Ambedkar University delivered their valuable lectures. The University of Calcutta be approached to conduct a workshop to clarify the NEP modalities in the department of commerce.

The college has applied to CU to introduce new subjects for Interdisciplinary Course. Human Rights and Social Science may be offered to the students, subject to approval of the University.

Principal Dr. Pani proposed that one You Tube channel be opened where class lectures would be uploaded. Students can view these lectures in a definite time slot given by the college.

Principal Dr. Pani also suggested Outreach programs like sanitization service and awareness programs should be arranged by the students for local community. Dr. P. Paul suggested Seminar should be conducted on Copyright, Intellectual Property Right and Gender related issues.

Agenda 4: Submission of AQAR

Prof. S. Ganguly reported that AQAR 21-22 has been re-submitted and accepted on 30th July, 2023. The NAAC office raised a number of queries which were addressed by AQAR committee.

Dr. S. Roy proposed, the AQAR sub-committee may distribute the criterion wise questions to that particular team and may be assigned for collection of documents to prepare the AQAR from the next session. Sub categories may be distributed to sub-committee for further improvement in quality of AQAR. Principal Dr. Pani said that in 2022-23, all documents will be ready for AQAR as the NAAC preparation is going on.

Agenda 5: Automation of Library - Updation of KOHA Software

Vice- Principal Prof. P. K. Roy reported that Koha software is upgraded for Library and all accession numbers of the books are available.

Principal Dr. Pani reported that College has applied for RFID related grant from Govt. of W.B. for books and journals. He also explained the process and necessity of RFID.



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The Principal proposed that library hour may be extended for the students. The house accepted the proposal and requested to proceed. IQAC also proposed renovation and upgradation of library to accommodate more students. Dr. D. Mukherjee pointed out that top most floor is damaged from the roof and side wall. Old books may be relocated and repairing works need to start immediately.

Agenda 6: Class Routine and Teaching Plan – It was resolved unanimously that the routine sub-committee will prepare the routine for odd semester 23-24. Changes in Routine for SEM1 is required due to implementation of NEP2020(CCF) from this session. All HODs are requested to submit the teaching plan to Academic Sub-Committee.

Miscellaneous –

Principal Dr. Pani proposed an ADD On course on handicrafts should be introduced which may help the students to learn a vocational skill. It was requested to Mr. Sankar Sanyal to provide some opportunity for internship programme for the students in his factory. Mr. Sankar Sanyal happily accepted the request.

Prof. S. K. Nath informed that the first three students with the highest marks will be awarded by the Alumni Association of Prafulla Chandra College.

It was reported before the house that Dr. Aindrila Biswas has successfully completed an interdisciplinary Refresher Course on 'Research Methodology' from 16/06/2023 to 30/06/2023. The house acknowledged the same and congratulated her.

Meeting ended with vote of thanks to and from the chair.



P. Pani
Principal
Prafulla Chandra College
23/49, Gariahat Road
Kolkata-700029



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Date : _____

07.04.2024

Notice

A meeting of the Internal Quality Assurance Cell (IQAC) of Prafulla Chandra College will be held on 16.04.2024, Tuesday at 7:00 p.m. in the meeting room of college.

All members are requested to attend the meeting.

R.P.
Chairperson

IQAC

Sonali Roy
Co-ordinator

IQAC

Agenda:

1. Confirmation of the minutes of the last meeting held on 31.01.2024.
2. Preparation and submission of AQAR 2022-23.
3. Discussion of Academic Audit and Gender Audit.
4. Discussion on submission of IIQA and subsequent proceedings.
5. Miscellaneous.



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Minutes of the IQAC Meeting held on 16-04-2024 at 7.00PM in the meeting room of the college

Meeting No: 3/23-24

Members present-

Dr. Ratnakar Pani, Principal

Prof. J. Mukherjee

Dr. P. Paul

Dr. D. Mukherjee

Dr. S. Roy

Dr. K. Dutta Roy

Dr. A. Mukhpadhyay

Dr. S. Ganguly

Prof. A. Mazumdar

Prof. Subhas Nath

Mr. Sanjib Kharwal

Principal, Dr. Ratnakar Pani presided over the meeting

Agenda 1: Confirmation of the minutes of the last meeting held on 30-01-24. Minutes were read and confirmed.

Agenda 2: Dr. S. Ganguly reported that the AQAR 2022-23 is almost ready and would be submitted soon.

Agenda 3: Dr. S Roy, IQAC Coordinator, proposed that an Academic Audit of the college be conducted for the sessions 2022-23 and 2023-24. The proposal was seconded by Dr. D. Mukherjee. It was unanimously resolved that the Academic Audit be conducted at the earliest and the Principal be requested to take necessary steps regarding the Audit.

Dr. S Roy, also proposed that a Gender Audit of the college be conducted for a five-year period from academic session 2019-20 to 2023-24. The proposal was seconded by Prof. A. Mazumdar. It was unanimously resolved that the Gender Audit be conducted at the earliest. Dr. Suparna Ganguly and Prof. Anuradha Mazumdar were entrusted with the responsibility of preparing the survey questionnaire and the data analysis reports for the Audit.

Agenda 4: Dr. S. Ganguly reported that the College will be ready to submit the IIQA after the submission of AQAR for 2022-23. She also reported that while most of the information required for IIQA are available with the college, the University has been approached for a few clarifications. As soon as they are available, the work related to the submission of the IIQA will be taken up.

Prafulla Chandra College

(Formerly City College Com. Dept.
South Kolkata Evening)



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Miscellaneous – It was discussed that Election Commission might requisition the college building for Loksabha Election 2024. Principal Dr. Pani informed the house that the office may remain partly open and the teachers may use the IQAC office for emergency work related to the preparation of AQAR and IIQA.

The meeting ended with a vote of thanks to and from the Chair.

R. Pani
Principal
Prafulla Chandra College
23/49, Gariahat Road
Kolkata-700029





Ref. No.: _____

Date : _____

22.01.2024

Notice

A meeting of the Internal Quality Assessment Cell (IQAC) of Prafulla Chandra College will be held on 30.01.2024 (Tuesday) at 7:00 p.m. in the Meeting room of the College for discussing the following agenda.

All members are requested to attend the meeting.

R.P.
Chairperson

IQAC

Sonali Roy
Co-ordinator

IQAC

Agenda:

1. Confirmation of the minutes of the last meeting held on 07.08.2023
2. Discussion on NAAC preparation (Criterion - wise).
3. B.A./B.Sc./B.Com. Semester I Examination 20203 under CCF (Curriculum and Credit Framework)
4. Miscellaneous.



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Date : _____

Minutes of the IQAC Meeting held on 30-01-2024 at 7.00PM in the meeting room of the college

Meeting No: 2/23-24

Members present-

Dr. Ratnakar Pani, Principal
Prof. J. Mukherjee
Dr. P. Paul
Dr. D. Mukherjee
Dr. S. Roy
Dr. K. Dutta Roy
Dr. S. Ganguly
Prof. A. Mazumdar
Prof. Subhas Nath
Mr. Sanjib Kharwal

Principal, Dr. Ratnakar Pani presided over the meeting

Agenda 1: Confirmation of the minutes of the last meeting held on 07-08-23.

Following changes were discussed and finalised regarding previous meeting

Addition to agenda 3 a sentence to be incorporated: 'The University of Calcutta be approached to conduct a workshop to clarify the NEP modalities in the department of commerce'.

Add in agenda 4: 'Sub categories may be distributed to sub-committee for further improvement in quality of AQAR.

Change in Agenda 5: 'Upgradation of KOHA Software' .

Meeting added – IQAC also proposed renovation and upgradation of library to accommodate more students.

With the above changes the minutes were accepted in unanimously.

Agenda 2: Dr. S. Ganguly reported on criteria wise NAAC preparation. It was suggested that PO, CO may be analysed by Academic sub-committee and after that IQAC will proceed for further process. House suggested the criteria wise presentation for NAAC 3rd Cycle, may be started by the end of February, 2024.

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Agenda: University examinations of SEM1 under CCF. Few theory papers (IDC, AECC1 & CVAC1 & 2) will be held in home centre. University will provide the question papers. The house requested Academic Sub-Committee and Examination Committee to take necessary action in this regard,

Miscellaneous –

Prof. P.K Roy mentioned the requisition has been submitted to CSC for the post of Librarian and for the post of Prof. J. Mukherjee who has retired in November, 2023. The house unanimously resolved that the vacant position in IQAC of Prof. J. Mukherjee be filled with Dr. Angshuman Mukhopadhyay. Dr. S. Roy reported few institutions are interested to sign MoU with the college. The house encouraged and suggested to initiate for further process. Dr. A. Majumder suggested IQAC may arrange activities on Cyber Security and Self Defence which are conducted by Kolkata Traffic Police Dept. The House accepted the proposal. The House also suggested some academic linkage activities should be taken by the faculty members. D. S.Roy reported Hands-On-Training on First Aid will be arranged for the students with the help of St. John Ambulance division.

Meeting ended with vote of thanks to and from the chair.

R.P.
Principal
Prafulla Chandra College
23/49, Gariahat Road
Kolkata-700029

