

Tarakeswar Degree College
Tarakeswar, Hooghly

Minutes of Meeting of IQAC held 21/9/21

Agenda:

Plan for the academic session 2021-22

Misc.

A meeting of IQAC of the college was held through google meet on 21/9/22 on 7 PM. Link of the meeting was <https://meet.google.com/uqu-kubp-hjg>.

Members Present in the Meeting

1. Dr. Amal Kanta Hati
2. Dr. Pratip Chowdhury
3. Dr. Arundhati Moulik (Ray)
4. Dr. Tapan Kumar Ghosh
5. Md. Shanawaz
6. Horendranath Koley
7. Pintu Shee
8. Aparna Pandey
9. Zargis Hossain
10. Sulata Hembram
11. Golok Chandra Mete
12. Sanjib Bera
13. Animesh Pan

The meeting was presided over by the chairman principal Dr. Amal kanta Hati . At first the chairman welcomed all the members present in the meeting and pray for wellness of the members in this pandemic situation.

At the beginning of the meeting minutes of the last meeting were read and confirmed.

Action Taken Report-

1. A webinar on IPR was organised by the department of Commerce on 7/5/21.
2. Teacher's Profile was filled up by the SACT teachers also.
3. In the pandemic period purchase of library books was nominal.

In the meeting a sketch of plan of action for both academic and administrative area was prepared for the session 2021-22.

It was decided that

1. Departments will prepare academic plan for this academic session keeping a match with the academic calendar of the college.
2. Student mentoring system will be strengthened as the students affected most mentally and academically by the Pandemic.
3. Initiatives will be taken to fill up vacant teaching Posts.
4. New add on courses will be introduced.
5. Hons departments will organise online departmental Programmes like webinars, Workshop, observe Specials day.
6. Career Counselling Programmes will be organised for the benefit of the students.
7. Repair and renovation of buildings, Labs, servicing of computers will be done as needed.
8. MOU with others institutions will be done.
9. Green Audit should be done.

In the meeting IQAC coordinator reported that pending AQARs of 2018-19, 2019-20 was submitted online on Aug 21. IQAC coordinator also reported about smooth conduction of online internals and university examination.

As there was no further agenda the meeting ended with thanks from the coordinator.



IQAC Coordinator



Chairman, IQAC

Tarakeswar Degree College

Tarakeswar, Hooghly

Minutes of meeting of Internal Quality Assurance Cell (IQAC) on 23/11/21

A meeting of IQAC with IQAC members and all faculty members was held on 23/11/21 at 1 PM in the IQAC office to discuss NAAC Accreditation.

Faculty members present in the meeting were

Dr Amal Kanta Hati	Arpan Manna
Dr.Arundhati Moulik(Ray)	Sourav Ghosh
Md Shanawz	Sudip kumar Mukherjee
Dr. Pintu shee	Pramita Bhar
Zargis Hossain	Soumyadip Mondal
Sulata Hembram	Sukanta Adhikary
Suvro Sarkar	Sajay Sutradhar
Dibakar Manna	Sk Nasiruddin
Sutanuka Ghosh Roy	Ananda Khamrui
Dibakar Manna	Abhinandan Roy
Chandramallika Biswas	Tuhin Pal
Pingala Roy Chowdhury	Jayashree Mondal
Sk Yasnur	Ishita Kundu
Mohua Biswas	Sutapa Bandyopadhyay
Animesh Halder	Debojit Rakhshit
Aish Kumar Pal	Jyotirmoy Mazumder
Sahidujjaman Khan	Sk Abidur Rahaman

The meeting was presided over by the chairman Principal Dr. Amal kanta Hati. Chairman welcomed all the faculty members present in the meeting.

In the meeting NAAC accreditation Process was discussed thoroughly by the Principal and IQAC coordinator. It was decided that a training programme or workshop for all teaching & non teaching staff will be organized for better understanding.

Head of the departments informed that departments has prepared academic plan for the session 21-22 and started to work accordingly after the completion of examination of Sem IV & VI. All departments started taking offline class from 16/11/21.

Hons departments actively mentoring their students & helped them to overcome the pandemic situation by guiding them with study materials and counseling them other problems they faced.

Results of final university exam was reported by the departments. Over All it was satisfactory. In Total 851 students appeared in the final examination & out of that 815 student cleared the examination.

IQAC requested to the departments to keep proper records about higher education progression & job Profile of the department. In case of job the institution could not arrange for campus interview or job fair in the campus. Students from BBA, Computer Sc departments got their job mainly through off campus interview.

Departments are requested to organize Student's seminar, Lectures by respected speakers and other departmental activity which will be helpful for value education of the students.



IQAC Coordinator



Chairman, IQAC

Tarakeswar Degree College

Tarakeswar, Hooghly

Minutes of Meeting of IQAC held on 20/12/21

A meeting of IQAC was held on 20/12/21 at 1 Pm at the IQAC room.

Following members were present in the meeting.

Dr. Amal Kanta Hati	Golok Chandr Mete
Dr. Arundhati Moulik (Ray)	Sanjib Bera
Dr. Tapan Kumar Ghosh	Animesh Pan
Md Shanawaz	
Pintu Shee	
Aparna Pandey	
Zargis Hossain	
Sulata Hembram	

The meeting was presided over by the chairman principal Dr. Amal kanta Hati. At first the chairman welcomed all the members present in the meeting. Resolutions taken in the previous meeting held with teaching and non-teaching staff of the institution were read & confirmed.

Action Taken report-

New Add on courses on GIS and Good & service Tax & income tax Procedure is going to be started by the department of Geography & Commerce respectively. Departments has prepared course content of 30 hrs duration for the courses. Certificate Course on Rabindra Sangeet will continue in this session also. BBA Department has conducted Communicative English/ Spoken English course for 1st sem students.

Resolution -

In the meeting it was decided that department of Geography will organise field visit in nearby village as pandemic is not over yet. Project report will be prepared by the students later on.

IQAC coordinator requested every department to submit departmental activity data for the session 2020-21 & faculty member to submit their teacher's profile.

Initiatives for NAAC accreditation for 3rd cycle should be taken. To help NAAC accreditation Process coordinators will be appointed for each 7 criteria. Faculty members and non- teaching staffs will be assigned specific work under these criteria.

Departmental Annual Report will be prepared by every department.

Library should take initiatives on digitization- subscribe e book & e journals.

Faculty members should publish their research paper in Care listed Journals other than peer reviewed journals.



IQAC Coordinator



Chairman, IQAC

Tarakeswar Degree College

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Minutes of meeting of Internal Quality Assurance Cell (IQAC) on 22/3/22

A meeting of IQAC was held on 22 /3/22 at 12 noon at the IQAC room.

Members Present in the Meeting

1. Dr. Amal Kanta Hati
2. Dr. Arundhati Moulik (Ray)
3. Dr Tapan Kumar Ghosh
4. Md Shanawaz
5. Harendranath Koley
6. Aparna Pandey
7. Zargis Hossain
8. Sulata Hembram
9. Pintu Shee
10. Sanjib Bera
11. Animesh Pan

Principal Dr. Amal kanta Hati presided over the meeting. At the beginning of the meeting resolutions of the previous meeting was read and confirmed.

Action Taken-

Geography department conducted field visit for both honours & general students and project work also done on the basis of this field visit. Field work was conducted at nearby Dhyalyan village due to pandemic condition.

Name of the coordinators for 7 different criteria was selected as mentioned below

- Criteria I- Pintu Shee, Criteria II- Arpan Manna, Criteria III- Sutanuka Ghosh Roy, Criteria IV- Sk Yasnur, Criteria V-Suvro Sarkar, Criteria VI- Sahidujjaman Khan, Criteria VII- Chandramallika Biswas.

Add on certificate courses has started by the departments.

Faculty members & Departments have submitted their report & profile.

Department of History has organized an webinar on Gender Equity.

After discussion following resolutions were taken -

As the name of the external auditor has not been confirmed by the Government, it was decided that internal audit should be done.

Faculty members will be given TA or registration fees whichever is less to attend seminar.

Annual Sports will be organised in the month of April.

Departments should take initiatives to strengthen Alumni Association.

Self-defense workshop will be organized by the Women cell.



IQAC Coordinator



Chairman, IQAC

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Minutes of meeting of Internal Quality Assurance Cell (IQAC) on 28/6/22

A meeting of IQAC with members of IQAC and coordinators of 7 criteria of NAAC was held on 28 /06/22 at 1.30 PM at the IQAC room.

Members Present in the Meeting

Dr. Amal Kanta Hati	Pintu Shee
Md Shanawaz	Pingala Roy Chowdhury
Dr.Arundhati Moulik (Ray)	Mohua Biswas
Dr.Sutanuka Ghosh Roy	Sanjib Bera
Suvro Sarkar	
Sahidujjaman Khan	
Zargis Hossain	

Principal Dr. Amal kanta Hati presided over the meeting.

In the meeting coordinators reported progression of their work and difficulties they faced. Data of previous five years should be organized by the departments and committees.

In was decided the departments those have not submitted yet should prepare Programme Outcome & Course Outcome of their courses, so that it can be posted in the website.

College website should reflect activities of the institution, so it must be redesigned.

Remedial / Tutorial classes should reflect in the routine or to be notified properly.

Reports of seminar or other activities should follow a specific format. Format will be given by the IQAC.

From the coming academic session Pictures of different activities will be Geo tagged.

In the meeting the problem of indenting economically backward students was discussed. Some steps were suggested like taking xerox of ration card at the time of admission.

Handwritten signature in black ink that reads "A Monik (Ray)".

IQAC Coordinator

Handwritten signature in black ink, appearing to be "Rahul", written over a horizontal line.

Chairman, IQAC