



GARHBETA COLLEGE

(Affiliated to Vidyasagar University)

Accredited by NAAC

Website : www.garhbetacollege.in

E-mail : garhbetacollege48@gmail.com

Phone No. - (03227) 265143/267154

✧ AL: - GARHBETA ✧ P.O.: GARHBETA ✧ DIST.: PASCHIM MEDINIPUR ✧ STATE.: WEST BENGAL ✧ PIN- 721127

Ref. No. GC/IQAC/2022/01

Date: 24.03.2022

Dear Sir/Madam,
Member IQAC, Garhbeta College

A meeting of Internal Quality Assurance Cell (IQAC) of Garhbeta College will be held on 05/04/2022 (Tuesday) at 1.00 P.M. in the Conference Room to discuss the following agenda.

You are requested to be present in the meeting with your valuable opinion and advice.

Expecting your full co-operation in this regard.

Agenda :

- 1) Review and implementation of previous resolutions taken in the previous meetings
- 2) To discuss about adequacy of infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.
- 3) Popular talk by various Depts.
- 4) Introduction of mentor system in the college
- 5) Orientation program for SACT teachers
- 6) Revamp the activity of eco-club/ water audit as well as green audit.
- 7) Weeding of study material (Hard & Soft)
- 8) Number per day usage of library by teachers and students (footfalls).
- 9) Annual Budget for each department (includes books, instruments, computers, etc.)
- 10) Cleaning of class rooms in regular intervals.
- 11) Alumni contribution

(Dr. Sushil Kumar Ghosh 24/03/2022)
(Dr. Sushil Kumar Ghosh
Co-ordinator, IQAC
Garhbeta College

Yours sincerely

(Dr. Hariprasad Sarkar 24/03/2022)
(Dr. Hariprasad Sarkar)
Principal
Garhbeta College
Principal
Garhbeta College
Garhbeta, Paschim Medinipur



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Meeting of the IQAC, Garhbeta College

Date: 05-04-2022

Members present with signature:

| Sl. No. | Name | Designation | Full Signature |
|---------|--|-------------|---------------------------|
| 1. | Prof. (Dr.) Hariprasad Sarkar, Principal | Chairperson | H. S. 5/4/22 |
| 2. | Prof. (Dr.) Sushil Kr. Ghosh, Associate Professor in Mathematics | Coordinator | Sushil Kr. Ghosh 5/4/22 |
| 3. | Prof. Alarif Mollah, Associate Professor in Mathematics | Member | A. M. Mollah |
| 4. | Prof. (Dr) Santimoy Patra, Associate Professor in Commerce | Member | S. Patra 5/4/22 |
| 5. | Prof. (Dr.) Mahadeb Maity, Associate Professor in Chemistry | Member | M. Maity 5/4/22 |
| 6. | Prof. (Dr.) Kanchan Bag, Associate Professor in Chemistry | Member | K. Bag 5/4/22 |
| 7. | Prof. (Dr.) Prithwish Kr. Hait, Associate Professor in Economics | Member | Prithwish Kr. Hait 5.4.22 |
| 8. | Prof. (Dr.) Rita Sil, Associate Professor in Bengali | Member | Rita Sil 5.4.22 |
| 9. | Prof. (Dr.) Krishnendu Pradhan, Associate Professor in Phy. Education | Member | K. Pradhan 5/4/22 |
| 10. | Prof. (Dr.) Swathilekha Maiti, Assistant Professor in Physiology | Member | |
| 11. | Prof. (Dr.) Madhumangal Pal, Professor in Mathematics, VU | Member | M. Pal 5/4/22 |
| 12. | Prof. (Dr.) Rupa Dasgupta, Principal, Debra Thana S.K.S. Mahavidyalaya | Member | R. Dasgupta 5/4/22 |
| 13. | Prof. Ranjit K. Chaudhuri, Former Principal, Garhbeta College | Member | |
| 14. | Sri Prolay Bhattacharya, Librarian | Member | P. Bhattacharya 05/4/22 |
| 15. | Sri Kanchan Rajak, Accountant | Member | K. Rajak |
| 16. | Mr. Amitava Parui, General Manager, Ericsson India Global Services in the Business Unit Digital Services | Member | |
| 17. | Sri Chanchal Sinha, Retired Teacher | Member | Chanchal Sinha |
| 18. | Sri Shyamal Mahapatra, Lawyer | Member | |
| 19. | One Student to be nominated (being the topper in the last University Examination) | Member | |

20. TCS - (Dr. Saied Biswas

Invitee Saied Biswas

RESOLUTIONS OF THE MEETING OF THE IQAC, GARHBETA COLLEGE

The meeting of the IQAC held on 05.04.2022 in the conference hall at 1.00 PM.

The meeting is chaired by Dr. Hariprasad Sarkar, Principal of the college

In the introductory speech the Chairman of the meeting has extended greetings to all the members and those who are present in the meeting. He thanks to Dr. Prithwish Kumar Hait, the previous IQAC co-ordinator for his very active role in the preparation of AQAR-(2018-19) in his tenure. The members including TCS are then requested to start discussion on the given agenda.

Agendum 1: The resolutions taken in the previous meeting have been mentioned by Dr. Hait and discussed and then confirmed. Prof. M. Pal requested Dr. S. Patra, coordinator of BCA to organize a certificate course on computer application with resources available in the BCA and Computer Sc. Dept. However, Dr. Patra put forward the strength and weakness of the depts. and suggested to get support from outside.

Agendum 2: We elaborately discussed about adequacy of infrastructure and physical facilities for teaching- learning: viz., classrooms, laboratories, computing equipment etc. All the members suggested restoring the academic facilities particularly infrastructures related to teaching- learning. In the previous IQAC meeting it has been recommended that the number of class room has to be increased and that also upheld in this meeting. Procurement processes has to be started immediately as requisition submitted by various dept. for books, laboratory equipment, computing equipment etc.

Agendum 3: Departments are requested to organize seminar/workshop/popular talk in this academic year (July,21—June, 22). In this connection, Principal is requested to sanction of financial grant to the organizer. In the meeting, members suggested that the seminar etc. may be interdisciplinary in view of the present scenario.

Agendum 4: It is unanimously decided that mentor-mentee will be introduced in the college and that to be from the PG classes. All the PG departments is requested to chalk out a plan in consultation with IQAC and implement from this running semester (2nd and 4th).

Agendum 5: There are 59 SACT teachers in our college. Members of IQAC proposed to organize Orientation Program (OP) for them and the Principal is requested to allocate some fund for this OP.

Agendum 6: We have a nature & environment sub-committee in our college. Members requested to that committee convenors to revamp the activity of eco-club/ water audit as well as green audit. They are also suggested to consult to various State Govt. wings like pollution control board, Bio-diversity board, forest department, etc. and work together with help of Botany and Zoology depts.

Agendum 7: Weeding of study material (Hard & Soft) in the library is essential because of space management as well as tracing of necessary books. This is tedious and cumbersome. Our Librarian, Mr. Pralay Bhattacharya will execute the work and he seeks some man power

from outside the college. Principal is requested to allow to do this job and some financial assistance for the completion of weeding.

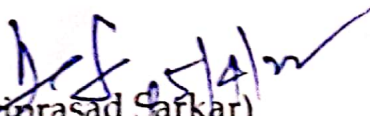
Agendum 8 : In the meeting it has been resolved that number of day library usage of teachers and students(footfalls) is required to be increased. All the members of IQAC are requested to the Librarian to circulate a notice among teachers and students to visit the library at least three days in a week. Also, all the teachers are requested to login into INFLIBNET at least three times in a week.

Agendum 9 : We have total 22 subjects taught in the college either in Hon. Or in Gen course. Each Depts. HODs are requested to frame an Annual Budget taking into consideration of books, instruments, and computers, organize a seminar/workshop etc. and that to be submitted by June15- 30, 2022 for the next academic year. In this regard HODs may get help from our Bursar as well as IQAC member Dr.Mahadeb Maity if required.

Agendum 10 : House requested to the principal to look in to the cleanliness of the campus and NSS officers also be initiate a cleaning drive with their respective unit volunteers. Apart from the in-campus, surrounding the campus also encouraged to clean by removing small bushes and plants. Moreover, members requested to the Principal to revamp the NSS and NCC activities in this pandemic situation.

Agendum 11 Alumni association has to be re-registered and more activities are to be initiated. Association members are requested to launch a new membership drive at the earliest. Business and corporate houses may be requested for generous contribution. Association executive body should approach to well establish ex-students for association membership and contribution.

The meeting ends with thanks to all the members present by the Chairman.


(Dr. Hariprasad Sarkar)

Principal & Chairman of the meeting

Principal
Garhbeta College
Garhbeta, Paschim Medinipur



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Ref. No. GC/IQAC/2022/02

Date: 16.06.2022

Dear Sir/ Madam,
Member IQAC, Garhbeta College,

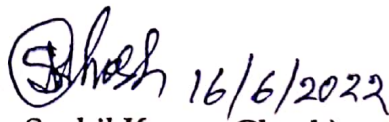
A meeting of Internal Quality Assurance Cell (IQAC) of Garhbeta College will be held on 28/06/2022(Tuesday) at 1.00 P.M. in the Conference Room to discuss the following agenda. I am requesting you to be present in the meeting to discuss our agenda more concretized with your visionary opinion and advice.

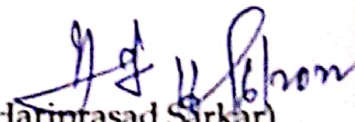
Expecting your full co-operation in this regard.

Thanking You.

Agenda :

- 1) Review and implementation of previous resolutions taken in the previous meeting
- 2) Progress in the submission of pending AQAR
- 3) Progress in 'Provisional Accreditation'
- 4) Introduction of M.A. in Sanskrit course from the academic session 2022-23
- 5) Introduction of M.Sc. in Chemistry course from the academic session 2022-23
- 6) Vertical extension of 'Ambedkar Bhaban' and 'RUSA Building'
- 7) Department wise Alumni meet
- 8) Misc.


(Dr. Sushil Kumar Ghosh)
Co-ordinator, IQAC
Garhbeta College


(Dr. Hariprasad Sirkar)
Principal
Garhbeta College
Garhbeta, Paschim Medinipur

IQAC Meeting

Members present in the meeting held on 28/06/2022 in the Conference Hall at 1.00 P.M.

1) Def 28/6/22

2) Hariprasad

3) Kanchan Ray

4) Santimoy Patra

5) Sushil Kumar Ghosh

6) Dilip Kumar Ghosh

7) Krishnendu Bandyopadhyay

8) Mohd Ali Malik

9) Arun K. Chakrabarty

10) Rajkumar Mukherjee (Invited)

11) Rita Sin

12) Kanchan K. Rajak

The meeting is chaired by Dr. Hariprasad Sarkar, Principal, Garhbeta College.

With the consent of the chairperson of IQAC, Dr. Hariprasad Sarkar, Principal, Garhbeta College, Dr. Sushil Kumar Ghosh, Coordinator IQAC proceeds to discuss agenda.

All the members present in the meeting discussed agenda one by one and resolved the following :-

- 1) All the members have gone through the minutes of previous meeting and confirm it.
- 2) IQAC coordinator reported that the AQAR-(2018-19) and AQAR-(2019-20) have been submitted and the preparation of AQAR-(2020-21) is being initiated. Principal expresses his satisfaction on the progress of work for the preparation of pending AQAR; in this regard IQAC coordinator put forward his special thanks to Dr. P. Hat, the previous IQAC coordinator for his active support and suggestions. He also acknowledged the support and co-operation of all the IQAC members.

3) In the meeting Dr. Rajlaxmi Mukherjee, one of the joint NAAC coordinators, reported that the preparation of 'Provisional Accreditation' has been completed and waiting to upload the data and information in the portal designed for PAC; however, the online submission portal is not available in the NAAC website as well as in the HEI's portal. At this juncture, Dr. Arpita Banerjee, another joint NAAC coordinator, communicated an e-mail to NAAC director regarding the submission of PAC because, nothing found in the site of NAAC as instructed in the guidelines of PAC. In the reply of e-mail, the office of NAAC director advice her to go ahead for the next cycle with the preparation of Self Study Report(SSR). The NAAC office also, informed that the attachment of PAC portal in the NAAC website may come very soon and that the online submission facility of PAC will be found in HEI's portal.

In view of the above situation, the IQAC cell decides to proceed for the preparation of SSR for 2nd cycle and on 12th July, the NAAC steering committee will meet at the conference hall to chalk out a plan of action on Self Study Report(SSR).

- 4) Introduction of M.A. in Sanskrit course from the academic session 2022-23 has been deferred due to the scarcity of class rooms.
- 5) Introduction of of M.Sc. in Chemistry course from the academic session 2022-23 has been deferred due to the scarcity of class rooms as well as the shortage of laboratory space.
- 6) The college has 24 courses in the running and out of those, 5 laboratory based science subjects and 2 professional courses are there. It requires a large number of class rooms as well as laboratory space in the college to allot classes in the routine. At the time of generation of class routine, it has been found that the number of class rooms required at the peak hours (12.00 ---3.00 p.m.) is 61, but we have only 48 rooms to allot classes. Apart from this, the college essentially needs room for valuable records, scarp materials (electronics and laboratory equipments), IQAC cell, Language Lab. , Chemistry lab. etc. Moreover, few class rooms are also to be kept in our hand to open new courses or value added courses. So, the extension of existing building or construction of a new building is very much essential to ease the shortage of rooms.

Therefore, we have to have nearly 20 rooms to manage the situation of room crisis; however, it may create a financial burden to the college and taking cognizance with this, IQAC suggested the vertical extension of 'Ambedkar Bhaban' and 'RUSA Bhaban' as a top priority project and that provides us at least 9 class rooms. All the IQAC members earnestly requested to the Chairperson, the Principal of the college, to take the matter to the higher authority and proceed for construction.

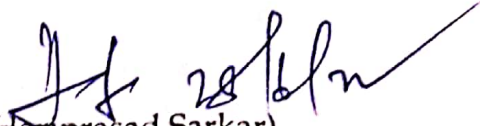
7) In a college, Alumni Association and Alumni members are integral part of a college. It has an important role in the overall development as well as NAAC evaluation of the college. IQAC is going to take a venture of preparation of 'Self Study Report (SSR)' and submission of it by December, 2022. Taking into account that the NAAC

peer team will visit the college campus in January, 2023, we have to organize Alumni meet in each department. It has been decided that every Honours department will get Rs. 5000/- as an initial expenditure to arrange the departmental alumni meet and it is to be completed by November, 2022. In this regard, a notification has to be circulated to the entire Honours departments as well as PG departments.

8) In the Miscellaneous, members of IQAC requested to the Principal to take initiative for the following :---

- (i) Language Laboratory
- (ii) Physical Chemistry Laboratory
- (iii) An Auditorium
- (iv) One Gallery Room

The meeting ends with thanks to all the members present by the Chairman.


(Dr. Hariprasad Sarkar)

Principal & Chairman of the IQAC Cell