

মিটিং-এর ক্রমিক সংখ্যা : 02/18

মিটিং-এর তারিখ : 19/02/18

মিটিং-এর স্থান : Teacher-in-Charge's room

মিটিং-এর সময়ে : 12:00 pm

উপস্থিত সভ্যগণের নাম

- ১। Probir Kumar Baidya
- ২। Satishgopal Ghosh
- ৩। Naren Ray
- ৪। Kushal Bhattacharya
- ৫। Lakshmi Biswas
- ৬। Sumit Mondal
- ৭। Tanvira Mohammad

- ৮। Chaitali Biswas
- ৯। Mibali Pal
- ১০। Ananya Chatterjee
- ১১। Chandan Barmah
- ১২। Abin Sarker
- ১৩। Arjun Biswas
- ১৪। Chandan Barmah

ক্রমিক
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রেজল্যুশন

15. Dola Saukar
16. Biplob Saukar
17. Dipannita Sanyal
21. Sankar Sarker
23. Tanvir Rahman
24. Tanvir Rahman
27. Sheopon Ghosh
28. Sukanta Sarker

18. Md Nasiruddin Pandit
19. Habibur SK
20. Sujay Kumar Mondal
- ২৪। Prosenjit Saha
25. Sumita Khutun
26. Subhendu Biswas
29. Snehasmita Banerjee

Under the aegis of the chairmanship of Teacher-in-Charge, ^{Prof} Probir Kumar Baidya, IQAC's first general meeting has been commenced at 19th February 2018 at 12:00 pm. The meeting was co-ordinated by ^{Prof} Dipannita Sanyal. The meeting was attended by every staff of the College whereby enlightening themselves about the rules and regulation of IQAC and the importance of IQAC in the college. Plassey College has formed her IQAC cell at following the composition pattern as described by UGC. The following is the composition of Plassey College's IQAC.

- a) Principal/Chairman - Prof. Probir Kr Baidya
- b) Director/Coordinator - Prof. Dipankar Sanyal
- c) Five Senior Teachers - Prof. Dr Dola Sankar
- Prof. Chandan Barman
- Prof. Zunzar Islam
- d) One administrative official - Sri Tanmoy Barma
- e) Two external experts on Quality Management - Prof. Jilkad Mamun
- Prof. Systena Kumar Mandal.

The committee made some unanimous decisions regarding the onset of her IGAC's establishment which are as follows:-

- a) Discussion regarding the acquiring 12B status has been made. The college has already initiated various steps and has applied to the University to fulfil the target of acquiring 12B status.
- b) As CBCS system will be operative from the academic session 2018-2019, the college has decided to initiate sensitization programmes about CBCS system to different locally based schools. The committee has also resolved to conduct a CBCS programme in the college premises by inviting the heads of and students of different locally based schools to upgrade about the system which Kalyani University aims to project.
- c) A decision has made reached to look into the matter whether any outreach programmes can be initiated on behalf of college or on behalf of the different departments.

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উপস্থিত সভ্যগণের নাম

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d) Apart from the normal practise of delivering lectures and conducting periodic class test and Test Examination, special attention has been devoted for teaching learning objectives. Different departments are requested to initiate steps to facilitate for the same. ~~By~~ Use of technology like "Projection-Method/ Display Method", "Virtual classroom conduct" etc will gain special attention. Formation of academic calendar, division of Syllabus/module under several quarte etc will be established. Special consideration has been adopted if any practice of "Remedial Class" can be adopted to facilitate more better ~~more~~ subject understanding for the students.

e) Help will be seeked from the college non-teaching officials to assist for the Payroll software system and different information will be seeked while formulating APAR report.

- b) Creation of Alumni Association has been ~~considered~~ made. An Alumni Association will be formed and the committee will maintain every report and record regarding Alumni their present status, their job profile or any of their special achievements and attributes.
- g) Creation of more different committees will be made. Each committee shall keep records or document their activities for future references.
- h) Introduction of Log Book at the virtual class Room has been agreed upon whereby keeping an annual track over the different programmes which are conducted at the virtual classroom.
- i) Special importance will be made at the formation of Parent-Teacher Association. In order to achieve this a cell or a committee will be formed which will look into the matter of Parent-Teacher Meeting and will record the happenings of the same.
- j) IRAC ~~has~~ requires the infrastructural support such as:—
 - a) A room ~~computer~~ b) Two computers
 - c) Printer d) A cupboard
 - e) Stationeries (Basic ones) f) Official Seal
 - g) A personnel to help in feeding up the details into software h) Stamp.
- k) Special attention has to be focussed into the matters like:—
 - (1) Formation of Students Grievance Cell
 - (2) Feedback form/mechanism both

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from students, parents or dignitaries
visiting college.

- b) A special attention will be devoted
for library automation and upgradation.
Library Committee is asked to look
into the matter and to report the
same for any kind of assistance
and automation process.

The meeting concluded
with the 'vote of thanks' delivered by
the Teacher-in-charge, Prof Prabir Kumar
Bardya.

Prabir Kumar Bardya
Teacher-in-charge 19.02.18

Plassey College
Bishnupur, P.O. Plassey, Dt. Nadia