



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 / 2020 / 01

Date :21/08/ 2020

To

The All Members, IQAC, Garhbeta College

Dear Sir/Madam,

I would like to inform you that a meeting of the IQAC, Garhbeta College, has been convened on 28th August (Friday) at 4 PM to discuss the following issues. The meeting will be held using a virtual platform through the <https://meet.google.com/zki-gags-hnh> link.

Therefore, I am requesting you to participate in the meeting with your valuable opinion and advice.

Looking forward to your cooperation

Agenda:

1. Problems in conducting classes
in the current pandemic situation and the possible way out.
2. Problems in the college library and the possible solutions.
3. Miscellaneous.

Yours sincerely

sd/-

(Dr Prithwish Kumar Hait)
Co-coordinator, IQAC, Garhbeta College

(Dr. Hariprasad Sarkar)
Principal & Chairman IQAC

Principal
Garhbeta College
Garhbeta, Paschim Medinipur

The meeting of the re-constituted IQAC is chaired by Dr. Hariprasad Sarkar, Principal Garhbeta College, which is held on 28.08.2020. The meeting is organized through virtual platform using the link <https://meet.google.com/zki-gags-hnh> and it commences at 4PM. Following members have attended the meeting.

1. Prof. R. K. Chowdhuri
 2. Dr. Rupa Sengupta
 3. Prof. Madhumangal Pal
 4. Sri Amitava Parui
 5. Sri Shyamal Mahapatra
 6. Sri Chanchal Sinha
 7. Prof. Alarif Mollah
 8. Dr. Santimoy Patra
 9. Dr. Kanchan Bag
 10. Dr. Sushil Ghosh
 11. Dr. Rita Sil
 12. Dr. Krishnendu Pradhan
 13. Dr. Swatilekha Maiti
 14. Sri Praloy Bhattacharya
 15. Sri Kanchan Rajak
- A. Dr. Rajlaxmi Mukherjee, TCS, Garhbeta College (Invitee)

Dr. Prithwish Kumar Hait, Coordinator, IQAC, Garhbeta College has coordinated the meeting.

Chairman, IQAC Dr. Hariprasad Sarkar begins the meeting by extending greetings to all the members and those who are present in the meeting. The members including the invitee are then requested to start discussion on the given agenda.

Agendum I.

Members express their concern about the current pandemic situation and how it has inflicted immense harm to the entire student community across the globe. However, members are also hopeful in overcoming this situation and believe that entire world will defeat this pandemic soon to come over to normalcy. Coordinator briefs that different departments of the College tried their best by applying existing facilities to reach out to the students. However, it is also acknowledged that digital divide is a problem particularly for a college like ours which caters mostly those students who come from the rural hinterland. But, given the situation emphasis has to be given on the online mode of teaching-learning method. Thus, it is agreed upon that though this method is not a substitute to conventional method of imparting education, it can be used in an efficient way as an additional method. Therefore, this method should be used in a more organized way. A blending of both these methods would generate the desirable effect in future.

Sri Amitava Parui proposes to think over a method whereby those students who can not afford online teaching-learning method may be imparted teaching in the class room while rest may attend the virtual classes. All members consider this an interesting proposal but with a rider, as pointed out by

Prof. Madhumangal Pal that this is possible once Colleges are permitted to hold classes with physical presence of students. He further points out that Principal may in this regard talk to appropriate higher authority and to professional body. Sri Parui further suggests focusing on providing students assignments, projects and encouraging students to prepare presentations. Members accepted that this could be done keeping in mind that College has to follow the syllabus set by the Vidyasagar University. He also advises to take steps to digitize the contents of teaching. Members are informed about the various virtual platforms along with available add on services which may be useful for conducting classes. Sri Amitava Parui demonstrated that before the members. Prof. Madhumangal Pal complemented him by putting emphasis on digitizing the lecture notes, recording the class lectures to be delivered and on adopting live streaming facilities using various platforms. Dr. Rupa Dasgupta shares her experience and advises to prepare a repository where digital teaching contents may be stored and students of our institute may exclusively get the access to it. Dr. Rajlaxmi Mukherjee suggests to adhere the existing copy right laws while preparing such repository. All the members insist that website of our college must be further updated with necessary information and links so that optimal choice and use from the part of the students can be ensured. It is also noted that character of the website of the college should be changed by incorporating "ac.in" in the web address as ours is the academic institution. This may also enhance the chance of getting much more add on services of the different virtual platforms by optimizing the use of financial resource. Members also focus on the online classes for the upcoming semester of both UG and PG level. Thus the following resolutions have been adopted:

- a. Members are convinced that existing virtual platforms are useful enough to conduct the online classes using different add on services attached with them. **Members are thus recommending to change the character of website by incorporating "ac.in" in the web address.** Members feel that updating of website with all necessary information should be executed as an urgent basis. In this regard Principal is **requested to take the help of Internet & Website sub-committee of the College.** Principal is further requested to take necessary steps so that use of existing virtual platforms can be ensured by optimum use of financial resources and to arrange for the necessary domain.
- b. **Members are also requesting Principal to take necessary steps so that a repository of teaching materials may be prepared for the exclusive use of the students of this institution.** This should be done without violating copyright laws. In this regard respected teachers should be encouraged to digitize the prepared teaching materials.
- c. **Members are also recommending Principal to take steps for the commencement of UG classes of honours subjects for upcoming 3rd and 5th semester through online mode as far as practicable from 3rd September, 2020.**

Agendum 2

Members discussed how the library could be used more efficiently keeping in mind the present pandemic situation and in future. Sri Praloy Bhattacharya mentions that links with more services have to be added in website so that better dissemination of information and resources would be possible. All other members have corroborated him. Thus it is resolved that

IQAC would request Principal to take necessary steps to update and develop website in such a way so that through the link of library various facilities can be extended to the students and teachers. Principal would be requested further to arrange for more electronic resources which could be made available to the stakeholders.

Agendum: Miscellaneous

- a. All members have unanimously agreed that College must be prepared to take advantage of the digital wave and accordingly must act to progress further in future. Therefore, they feel, it is absolutely essential to train employees which would ensure efficient use of such technology by them. Thus, it is resolved that

Principal would be requested to arrange for necessary training for teachers as well as for administrative staff to make them apt enough to make use of technological development for the benefit of stakeholders. It would also recommend forming a team consisting of some administrative staff to provide necessary technical support to organize various online programmes.

- b. Members have endorsed the collaboration of IQAC for conducting two webinars which were organized on 20th July 2020 and 19th August 2020. The first one, entitled "*Scanning COVID- 19 Pandemic through Gender Lens*", was jointly organized with SAHELI, Women's Cell of Garhbeta College. It was a national level webinar. Other one, entitled "*Digital Divide and Role of Libraries During COVID 19 Pandemic*" was jointly organized with Central Library, Garhbeta College, Central Library, Ramananda College and IQAC, Ramananda College.

Chairman ends the meeting by extending thanks to all.

Jd
28/8/20



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/2021/01

Date : 28/03/2021

Dear Sir/Madam,

Member, IQAC, Garhbeta College

I would like to inform you that a meeting of IQAC, Garhbeta College, has been convened on **10-04-2021 (Saturday) at 3 PM** to discuss the following issues. The meeting will be held using a virtual platform through the Google Meet link (meet.google.com/axq-otkq-ive).

Therefore, I am requesting you to participate in the meeting with your valuable opinion and advice.

Looking forward to your cooperation.

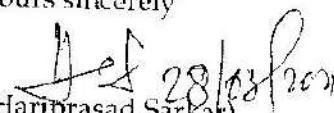
Agenda:

1. Review and implementation of the resolutions taken in the previous meeting.
2. Effective/Optimum use of existing resources and enhancement of resources in view of the full fledged incorporation of CBCS in all streams and for all years
3. Miscellaneous.

sd/-

(Dr Prithwish Kumar Hait)
Co-coordinator, IQAC, Garhbeta

Yours sincerely


(Dr. Hariprasad Sarkar)
Principal & Chairman, IQAC

Principal
Garhbeta College
Garhbeta, Paschim Medinipur



GARHBETA COLLEGE

(Affiliated to Vidyasagar University)

Accredited by NAAC

Website : www.garhbetacollege.ac.in

E-mail : garhbetacollege48@gmail.com

Phone No. - (03227) 265143/267154

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

PROCEEDINGS OF THE VIRTUAL (ONLINE) MEETING OF THE IQAC, GARHBETA COLLEGE ON 10-04-2021

Time :3 PM

Members Present :

1. Sd/- Dr. Hariprasad Sarkar, Principal, Garhbeta College
2. Sd/- Dr. Prithwish Kumar Hait, Coordinator, IQAC,
3. Sd/- Prof. Madhumangal Pal, Member
4. Sd/- Sri Amitava Parui, Member
5. Sd/- Prof. Alarif Mollah, Member
6. Sd/- Dr. Santimoy Patra, Member
7. Sd/- Dr. Kanchan Bag, Member
8. Sd/- Dr. Sushil Ghosh, Member
9. Sd/- Dr. Krishnendu Pradhan, Member
10. Sd/- Dr. Rajlaxmi Mukherjee, TCS, Garhbeta College (Invitee)

The meeting of the IQAC is chaired by Dr. Hariprasad Sarkar, Principal Garhbeta College. The meeting is organized through virtual platform using the link <https://meet.google.com/axq-otkq-iue>.

Chairman, IQAC Dr. Hariprasad Sarkar begins the meeting by extending greetings to all the members and those who are present in the meeting. The members including the invitee are then requested to start discussion on the given agenda.

Agendum 1. Review and implementation of the resolutions taken in the previous meeting.

All the members confirmed the approval of the resolutions of the previous meeting. Members then requested respected Principal to enlighten regarding the response of the college authority about the recommendations of the IQAC and its implementation. He has mentioned that necessary restructuring and development of the college website has been done and since it is a continuous process the updation work is being done regularly keeping in mind the interests of all the stakeholders. The college website address has been successfully shifted to "ac.in" mode with effect from 21.03.2021

Respected Principal has further reported that two sub-domains have been created in the college website, one for IQAC and another for Library. The necessary works of instituting repository using our website from where students may collect study materials without violating copy right law have been progressed and some students are collecting study materials from there using their registered e-mail identities. However, further updation of the process is under progress.

Regarding the further facilitation for conducting online classes Principal & Chairman of the IQAC reports that steps regarding purchase of G-Suite have already been initiated and the process will be completed soon.

respected Principal has convinced the members that all members of GB, Garhbeta College have appreciated the

initiative and approved the proposal. However, due to unfortunate extension of the abnormal situation arising out of COVID 19 pandemic the training session is yet to be started.

Keeping all the above discussion in mind the members have resolved to request respected Principal to expedite the purchase of G-suite quickly to facilitate online class further. He is further requested to initiate the training process of the teaching and non-teaching staff immediately once the situation is favourable.

Agendum 2 Effective/Optimum use of existing resources and enhancement of resources in view of the full fledged incorporation of CBCS in all streams and for all years.

Coordinator of IQAC reports that it is essential to review the situation to know the problems faced by the teachers as well as students in view of full-fledged incorporation of CBCS in all the years and for all streams. This may help in planning optimum utilization of resources. Thus, he proposes interaction sessions separately with the teachers of Arts/Humanities, Science and Commerce to plan for proper utilization of resources keeping in mind the constraints.

All the members have agreed and recommended that Coordinator may proceed in this direction as quickly as possible.

To acknowledge the works of administrative and other supporting staff Coordinator has proposed to fix a date, which may be 29th April or 30th April or 2nd May of each year, in which they can be felicitated with some token of appreciation for rendering their tremendous services towards enhancement of knowledge base of our society.

All the members have accepted the proposal and requested Principal to take necessary steps in this direction.

To encourage students so that they can bloom to their full potential Coordinator proposes to introduce intra department article writing competition. Students of final semester of both UG(Hons)/PG level can participate in it. The rank holding students would be provided one time scholarship as a token of acknowledgement of their performance.

All the members have accepted the proposal and requested Principal to take necessary steps in this direction. Members have also requested respected Principal to request Academic Sub-committee to meet and propose the incentive structure and other necessary guidelines. However, all the respected members requested Principal to continue the existing seminar presentation competition once the COVID 19 pandemic situations is over.

To encourage respected teachers to continue further the research work, Coordinator proposes two incentive schemes. Each teacher may be provided with some financial support once in a session if they present paper in a Seminar/Webinar. Secondly, a teacher may be felicitated with some onetime financial support if he/she publishes a paper in a standard journal. College would provide such support to a teacher only once in a calendar year.

All the members have accepted the proposal and requested Principal to take necessary steps in this direction. Members have also requested respected Principal to request Academic Sub-committee to meet and propose the incentive structure and other necessary guidelines.

and) to carry out the proposed felicitation scheme & incentive schemes for administrative and working staff, students and teachers, if financial strength of the college permits so.

Respected Principal and Coordinator have reported the status of digitization of library of Garhbeta College and pointed that significant progress have been made.

All the members have requested Principal and respected Librarian to speed up the process of digitization further.

Respected Prof. Pal has proposed to increase number of ICT enabled class rooms of our college so that interaction between students and teachers may be more effective and joyful.

Members have accepted the proposal and requested respected Principal to take this matter to the appropriate authority. Members have also requested Principal to discuss in the appropriate body regarding construction of new class rooms keeping in mind the need in the near future.

Keeping in mind the issue of sustainability, respected members have shown their interest to introduce green technology in the college campus. Respected Principal has reported that he has already taken initiative in this direction but due to the present COVID 19 pandemic situation the execution is somehow halted. Respected Shri AmitavaParui enlightens the members regarding some schemes extended by the government for those willing to introduce solar panel for energy. Prof. Pal has also requested Principal to address the issue of waste management.

All the members have requested respected Shri AmitavaParui to further explore different facilities or incentive schemes that exist and also requested to explore the possibility of obtaining some funds from responsible corporate sector under the Corporate Social Responsibility (CSR) to introduce green technology or environment friendly measures in our college. Members have also requested Nature & Environment Sub-committee to launch massive plantation drive within the college in the upcoming rainy season.

As generation of fund is an integral requirement to increase the resource base of a college thus respected members have discussed different possibilities of generation of funds.

Thus, all the members have requested Principal to appeal to different stakeholders and to those who consider education as priority to help college generating fund for the enhancement of resource base of our college.

Prof. Pal has proposed to organize a meeting of IQAC just after one month of this meeting to review the decisions taken in this meeting and the implementation of the decisions.

Chairman of the meeting ends the meeting by extending thanks to all the members present.

(Dr. Hariprasad Sarkar)

Principal, Garhbeta College & Chairman of the meeting



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/2021/02

Date :10/05/2021

Dear Sir/Madam,

All the Members, IQAC, Garhbeta College

I would like to inform you that a meeting of IQAC, Garhbeta College, has been convened on **22-05-2021 (Saturday) at 4 PM** to discuss the following issues. The meeting will be held using a virtual platform through the Google Meet link meet.google.com/ssk-jypj-epv

Therefore, I am requesting you to participate in the meeting with your valuable opinion and advice.

Looking forward to your cooperation.

Agenda:

1. Review, updation and implementation of the resolutions taken in the previous meeting.
2. Miscellaneous.

sd/-

(Dr Prithwish Kumar Hait)
Co-coordinator, IQAC, Garhbeta

Yours sincerely


(Dr. Hariprasad Sarkar)
Principal & Chairman, IQAC

Principal
Garhbeta College
Garhbeta, Paschim Medinipur

RAFT RESOLUTION OF THE MEETING OF THE IQAC, GARHBETA COLLEGE

The meeting of the IQAC held on 22.05.2021 through virtual platform at 4.00 PM.

Following members have attended the meeting:

1. *Dr. Hariprasad Sarkar, Principal, Garhbeta College*
2. *Dr. Prithwish Kumar Hait, Coordinator, IQAC & Associate Professor in Economics, Garhbeta College*
3. *Professor Madhumangal Pal, Professor in Mathematics, Vidyasagar University*
4. *Sri Amitava Parui, GM, Ericsson India Global Services in the Business Unit Digital Services*
5. *Mr. Shyamal Kumar Mahapatra, Lawyer*
6. *Prof. Alarif Mollah, Associate Professor in Mathematics, Garhbeta College*
7. *Dr. Santimoy Patra, Associate Professor in Commerce, Garhbeta College*
8. *Dr. Kanchan Bag, Associate Professor in Chemistry, Garhbeta College*
9. *Dr. Rita Sil, Associate Professor in Bengali, Garhbeta College*
10. *Dr. Krishmendu Pradhan, Associate Professor in Physical Education, Garhbeta College*
11. *Dr. Swatilekha Maiti, Assistant Professor in Physiology, Garhbeta College*
12. *Mr. Praloy Bhattacharyya, Librarian, Garhbeta College*
13. *Dr. Rajlaxmi Mukherjee, TCS (Invitee) & Assistant Professor in Mathematics, Garhbeta College*

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

At the onset the Chairman of the meeting has extended greetings to all the members and those who are present in the meeting. The members including the invitee are then requested to start discussion on the given agenda.

Agendum 1. Review, updation and implementation of the resolutions taken in the previous meeting

The resolution of the previous meeting, dated 10-04-2021, is readout and accepted in the meeting. Then, members have requested Dr. Prithwish Kumar Hait, Coordinator to brief them about the implementation of previous resolutions.

He has informed the members that launching of G-suite in our college is a matter of few days only as finance subcommittee has already given their nod to the purchase the same and Internet & Website subcommittee along with TCS, Garhbeta College are ready to distribute faculty members the necessary accounts to conduct online classes once it is formally launched.

As far as the proposed incentive for teachers & students to promote research is concerned, members have been informed that Governing Body of Garhbeta College mostly accepted the recommendations of IQAC regarding this. In an earlier meeting of Academic sub-committee held on 13th April, 2021 members framed the incentive structure as advised by the IQAC. GB, Garhbeta College gladly accepted the incentive scheme with an amendment that instead of financial support the faculty members who will publish their article in the reputed journals should be felicitated with a certificate of appreciation.

In respect of commencement of article writing competition by the students it is decided in the above mentioned meeting that keeping in current situation in mind, in this academic session, PG 4th semester students of Department of Bengali and Department of Mathematics will be encouraged to participate. However, as prevailing pandemic situation has generated serious constraints to pursue such activities by the students, they will be given sufficient time to complete their writings. Therefore it is decided that students will be asked to submit their writing within 30th September, 2021. Notification regarding this will be published soon. In the upcoming session, 5th semester students of Honours departments & 3rd semester students of PG departments will be encouraged to participate in this activity, if situation permits.

Coordinator has also informed that GB, Garhbeta College gladly accepted the proposal of IQAC to celebrate Workers' Day on 2nd May in each year and supporting staff/non-teaching staff of our college will be felicitated on that day. However, due to current pandemic in this session the college could not celebrate it on 2nd May.

But celebration for this session may be held on any other day once the situation becomes normal. All other members have endorsed this plan.

It is also informed that as decided in the previous meeting coordinator met, virtually, with the faculty members of all departments in four phases in view of full-fledged implementation of CBCS. He has briefed the members regarding the outcome of the meeting. It is briefly mentioned in the following way.

1. In view of the full fledged implementation across all streams and discipline all the faculty members have emphasized on rationalizing the use of physical and human resources keeping in mind the constraints so that resources can be used optimally. Faculty members have unanimously pointed out that for disciplines or subjects where there is scope to choose from different options, a preference list may be prepared for each discipline, following which would result best possible service to our students that college can provide given its constraints in terms of physical and human resources.
2. Some members have pointed out the shortage of faculty members in some departments, particularly in Santali. In this regard, respected Principal has informed that steps have been taken seeking sanction of more full time posts for many departments. However, he has also informed that sanction of proposed posts has not yet been come. It is further mentioned that college cannot recruit guest/part time faculty member now as directed by DHE, Government of West Bengal. In view of this, college authority emphasizes on faculty exchange programme or recruiting faculty members of other institutions as visiting faculty. Members have gladly informed that many departments have already initiated such measures after receiving proper permission from the college authority.
3. Some members have requested Coordinator, IQAC to bring to the notice of appropriate authority the issue of enhancement of honorarium of visiting faculty members.

4. Faculty members of Bengali, Philosophy and Sanskrit departments have requested to reconsider the issue of rationalizing number of students to be admitted in these departments in the general course so that they can better serve the students.
5. Faculty members of Santali, Sanskrit & NCC have pointed out that they do not have any dedicated class room which is equipped with LCD projector and have requested to arrange for the same once situation becomes normal.
6. Faculty members have also requested to take the issue of purchasing more books, which are essential to cover the syllabus framed under CBCS, to the appropriate forum. As far as laboratory based subjects including Physical Education are concerned, faculty members have pointed out that more instruments/ equipments are necessary to follow the syllabus. In this regard respected Principal has assured that their requests would be addressed as far as practicable, keeping in mind the financial strength of our college. He has further instructed all the departments to prepare list of books and list of instruments which are essential.
7. Members have also unanimously upheld the proposal of Dr. Rajlaxmi Mukherjee that it would be quite appropriate if each discipline/department that teaches honours program can be provided at least three class rooms in near future. However, as has been proposed minimum two dedicated class rooms may be provided to those departments which offer general course and/or generic elective for students of honours of other discipline.

Discussing the above mentioned report, all members have appreciated initiatives of different departments for engaging into faculty exchange programme and for arranging visiting faculty members to run the teaching-learning method smoothly.

Members have also expressed their support to engage more visiting faculties, if necessary, after taking proper permission from Principal.

Respected Principal has also assured that he will take necessary steps to arrange for necessary books & instruments/equipments keeping in mind the financial resources of the college.

Dr. Santimoy Patra has mentioned that purchase of few LCD projectors is on the process and will be completed very soon, once college commences its normal functioning. Respected Principal & Chairman, IQAC has endorsed Dr. Patra's intimation.

Coordinator has also proposed to encourage students, who would intend to study B.A. (General) course with Bengali or/and Philosophy or/and Sanskrit, to opt these subjects as Generic Elective also. By this way the request of faculty members of these subjects to take steps for utilizing their resources more effectively, can be addressed. Members have expressed their agreement with the coordinator.

Respected Principal has assured that this proposal will be discussed in appropriate body.

Regarding rest of the issues Principal has given assurance that he will discuss the matter in the appropriate body.

Regarding previous resolution of imparting training to supporting staff/NTS coordinator has mentioned that the programme is getting delayed due to current pandemic situation. But quick initiative will be taken once the situation becomes normal. Principal has also endorsed this.

In response to the request of Coordinator, honorable member Mr. Amitava Parui has informed about his initiative to arrange for fund under Corporate Social Responsibility (CSR) from different corporate bodies and thus mentioned that it may take a few more time, due to current pandemic, to complete the process but has assured that something positive will definitely come up. All members have then expressed their gratitude to Mr. Amitava Parui for such initiative.

Regarding the green initiatives, like installation of solar panel and waste management, respected Principal has informed that the process is being hampered by this pandemic situation.

Honorable member, Professor M. Pal has then proposed to equip the maximum number of class rooms, of course keeping in mind the financial constraints of the college, with smart boards, LCD projectors, necessary computers etc so that quality of teaching may be enhanced in near future. In this regard, Mr. Amitava Parui has reminded how UGC is giving importance to blending of online & offline classes.

Respected Principal is thus requested to take initiative in this regard and he has gladly assured members that necessary possible steps will be taken as early as possible.

Mr. Praloy Kr. Bhattacharyya, Librarian and member of IQAC, has informed that process of possible digitization has been completed to a great extent. However, he also pointed out that current epidemic situation has its toll on this process & digitization is a continuous process as new books/journals would arrive regularly.

Respected Principal has also informed members that GB, Garhbeta College approved the proposal of IQAC to generate fund to promote different development activities along with promotion of research activities.

Members have requested Principal to take necessary steps to form the appropriate modalities of fund generation and its use. Members have suggested to request faculty members of our college to use their network to appeal to alumni to help their alma mater in generating fund.

Agendum 2. Miscellaneous

Honorable member, Shyamal Kumar Mahapatra, an alumnus of this institution, has requested all to make the Alumni Association of our College further more active and also assured that he would extend all possible cooperation in this regard.

Members have also appreciated Women's Cell, 'SAHELI', of our college for their extension service to the local community by providing masks, soaps and by running awareness campaign on 20-05-2021.

Members have also appreciated Dr. Pokhraj Guha, Mr. Dipankar Maity and Joint Convenors (Dr. Abhijit Banerjee & Prof. Mousumi Pal) of Internet & Website sub-committee along with its members for restructuring and redesigning college website using their own knowledge.

Members have also endorsed and appreciated effort of IQAC for organizing One Day International Webinar on 30 April 2021, entitled "Science Beyond Boundary: Invention, Discovery, Innovation and Society", as a collaborator of 'Chirantan Rasayan Sanstha' using virtual platform.

Dr. Rajlaxmi Mukherjee has pointed out that a technical person may be arranged exclusively for looking after different information technology enabled services.

In this regard Principal has informed that as no such post is currently available, a person from the existing supporting staff may be trained for such purposes and also assured that alternative to this, if any, would be explored by discussing it in appropriate body.

Members have also requested respected Principal to pursue each honours department to conduct 'Parent- teacher meeting' as early as possible.

All members have expressed their agreement with Professor M. Pal to discuss & review the report submitted by the NAAC peer team in their last inspection during 26-28 March, 2014 for accreditation, in the next meeting.

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



(Dr. Hariprasad Sarkar)
Principal & Chairman of the meeting



GARHBETA COLLEGE

(Affiliated to Vidyasagar University)
Accredited by NAAC

Website : www.garhbetacollege.ac.in

E-mail : garhbetacollege48@gmail.com

Phone No. - (03227) 265143/267154

✧ At : GARHBE TA ✧ P.O. : GARHBETA ✧ DIST. : PASCHIM MEDINIPUR ✧ STATE : WEST BENGAL ✧ PIN: 721127

Ref. No. GC/IQAC/2021/03

Date: 21/06/2021

Dear Sir/Madam,
Member, IQAC, Garhbeta College

I would like to inform you that a meeting of IQAC, Garhbeta College, has been convened on 29-06-2021 (Tuesday) at 7 PM to discuss the following issues. The meeting will be held using a virtual platform through the Google Meet link: <https://meet.google.com/hvk-fssg-zbc>

Therefore, I am requesting you to participate in the meeting with your valuable opinion and advice.

Looking forward to your cooperation.

Agenda:

1. Review, updating and implementation of the resolutions taken in the previous meeting, dated 22-05-2021
2. Review the report submitted by NAAC Peer Team (2014)
3. Future plan
4. Miscellaneous.

sd/-

(Dr Prithwish Kumar Hait)
Co-ordinator, IQAC, Garhbeta College

Yours sincerely

[Signature] 21/06/2021
(Dr. Hariprasad Sarkar)
Principal & Chairman, IQAC
Garhbeta College
Principal
Garhbeta College
Garhbeta, Paschim Medinipur

DRAFT RESOLUTIONS OF THE MEETING OF THE IQAC, GARHBETA COLLEGE

The meeting of the IQAC held on 29.06.2021 through virtual platform at 7.00 PM.

Following members have attended the meeting:

1. *Dr. Hariprasad Sarkar, Principal, Garhbeta College*
2. *Dr. Prithwish Kumar Hait, Coordinator, IQAC & Associate Professor in Economics, Garhbeta College*
3. *Dr. Rupa Dasgupta, Principal, Debra Thana Mahavidyalaya.*
4. *Prof. Ranjit Kumar Chaudhuri, Former Principal, Garhbeta College*
5. *Professor Madhumangal Pal, Professor in Mathematics, Vidyasagar University*
6. *Sri Amitava Parui, GM, Ericsson India Global Services in the Business Unit Digital Services*
7. *Mr. Shyamal Kumar Mahapatra, Lawyer*
8. *Prof. Alarif Mollah, Associate Professor in Mathematics, Garhbeta College*
9. *Dr. Santimoy Patra, Associate Professor in Commerce, Garhbeta College*
10. *Dr. Kanchan Bag, Associate Professor in Chemistry, Garhbeta College*
11. *Dr. Sushil Kumar Ghosh, Associate Professor in Mathematics, Garhbeta College*
12. *Dr. Rita Sil, Associate Professor in Bengali, Garhbeta College*
13. *Dr. Krishnendu Pradhan, Associate Professor in Physical Education, Garhbeta College*
14. *Dr. Swatilekha Maiti, Assistant Professor in Physiology, Garhbeta College*
15. *Mr. Praloy Bhattacharyya, Librarian, Garhbeta College*
16. *Mr. Kanchan Rajak, Accountant, Garhbeta College*

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

At the onset of the meeting the Chairman of the meeting has extended greetings to all the members and those who are present in the meeting. The members including are then requested to start discussion on the given agenda.

Agendum 1: The resolutions taken in the previous meeting have been briefly discussed and then confirmed. However, then Principal has proposed to reconsider the issue of increasing IT enabled classrooms in the college. As per his suggestion though it is essential to increase the number of such classrooms, the current pandemic situation has become a hurdle to this. Therefore he has advised to review the exact number of classrooms to be upgraded to IT enabled classrooms once the offline class commences. Members have agreed to his proposal unanimously.

Respected Principal has then reported successful completion of Parent-Teacher meetings.

Agendum 2: Members have discussed & reviewed in detail report of the NAAC Peer Team. Respected Principal has elaborately informed all the members about the development and the

initiatives undertaken for development since the visit of NAAC Peer Team in 2014. Then all the members have requested Principal and Coordinator, IQAC to present all developments/initiatives in a very efficient way before the NAAC Peer Team at the time of 2nd Cycle visit.

Agendum 3: Following the request of members to initiate the discussion regarding future plan Coordinator, IQAC has proposed to formulate Academic Calendar for the session 2021-2022 by incorporating periods/dates of parent teacher meeting, all kinds of feedback, students satisfaction survey, cultural competition, sports, result analysis, college social fest etc. Members have upheld that proposal and requested to take initiative in this direction.

He has further proposed to think about the possibility of holding department wise faculty development programme in the college so that faculty members of the respective departments can participate in it. Orientation programme for the supporting staff may also be held in the college in near future as per his proposal.

Principal has proposed to conduct a research motivation and awareness programme in the upcoming session to motivate teachers to participate more in research activity.

Members have recommended installing a common research facility with the existing resources and by purchasing required equipments if fund permits.

Following the request of language departments Coordinator, Dr. Rita Sil and Dr. Sushil Kumar Ghosh have proposed to construct a language laboratory. Dr. Rita Sil has also proposed to construct a Folk Museum, if fund permits so, in near future. A proposal for organizing a workshop on folk culture has been proposed by her.

Dr. Santimoy Patra has requested to consider provisioning consultancy services using existing human capital of our college. He has further proposed to take up more collaborative work in the near future.

Dr. Patra has further proposed to organize a soft skill development programme for students, if situation permits. A recommendation has come from him for introducing the practice of internal auditing on other relevant matters also, like the existing practice of internal academic audit.

Following the request of Dr. Rajlaxmi Mukherjee, TCS, Garhbeta College Coordinator has proposed to introduce Mentor- Mentee system, at least in the Post Graduation section, in the upcoming session.

Mr. Prolay Bhattacharya has explained the benefits of availing DSPACE facility and hence requested to install this for the benefit of different important stakeholders of our college.

Mr. Amitava Parui has requested to introduce SWAT analysis of our college and if possible for each department.

He has also mentioned that keeping in mind the CBCS it is essential to have more classrooms. So, he has proposed to request appropriate authority to take initiatives to build more classrooms in the near future, subject to availability of fund. Members have also agreed to recommend construction of an auditorium in near future if financial situation permits.

Dr. Krishnendu Pradhan has proposed to commence interclass tournament for football and or Cricket in the upcoming session if situation permits. He has further requested to enhance the incentives to students who would excel in athletics or any other games. A proposal from Coordinator has come up where it is requested to mull over whether an initiative can be taken to get a sponsorship for the football team of Garhbeta College. This can be helpful in providing more facility to the members of the football team.

Coordinator has proposed to commence rain water harvesting using rooftops and other possible sources in near future. It is reminded in the meeting that Garhbeta College is ready to extend cooperation to the adjacent community to make this planet safe for our future generation. Therefore, a proposal for construction of a "Plastic Museum" has been raised by the coordinator, where with the help of local panchayats, used plastic products can be stored and then after certain time interval could be sent for recycling or for destruction where such facilities are available. By this college may generate a little bit funds and surely can contribute immensely for a better future.

All the members have participated in the discussion and proposed to discuss the future plan further in the next meeting.

Miscellaneous: Respected Principal & Chairman of IQAC has informed the house that the process of collecting feedback from students, alumni is on.

Mr. Prolay Bhattacharya has reported that students of our Post Graduation section can now access e-resources available under INFLIBNET(NLIST).

Principal has ended the meeting by thanking all the members.


29/6/21

Action Taken Report by IQAC for the Session 2020-2021

Plan of Action	Program	Achievement
Dissemination of information	Restructuring of website and converting it to .ac.in mode.	Successfully completed.
Smooth continuation of Online teaching-learning and evaluation	Arrangement of online classes as per routine for PG and UG courses.	Online classes were conducted smoothly and study materials shared through online mode.
	Steps for developing improved and organized mechanism to conduct online classes & webinars.	G-suit has already been purchased.
	Installation of mechanism to smoothly upload study materials, question papers.	Successfully installed.
Smooth continuation of Online evaluation	To form a committee to conduct internal examinations and necessary helpline to address queries.	College has conducted class test following the guidelines laid down in the Teachers Council's meeting. Semester examinations were held in the virtual mode with the adherence of Vidysagar University guidelines.
Construction of roof top shed	To save the old Chemistry building roof top shed has been initiated.	College has constructed over head shed on the Chemistry building.
Extensional academic activity	Various departments organize seminars/workshops	Webinars are organized and list of webinars have been reported in the proper places. IQAC itself hosted four such webinars jointly with (1) 'SAHELI' (Women's Cell of Garhbeta College), (2) Central Library of Garhbeta College, Central Library and IQAC of Ramananda College, (3) COVID task force of Garhbeta College (4) Chirantan Rasayan Sanstha.
Promotion of research activity	Research incentives for teachers and students.	Governing Body of the college accepted the proposal of IQAC regarding Research incentives for

		teachers and students.
Feedback from different stakeholders	IQAC suggested to the principal to give direction to HODs for the collection of feedback from Students and parents as well as to conduct parent teacher meeting through online mode. IQAC requested teachers to submit their Feedback.	Students & Parents Feedback has been collected by the departments. Teachers Feedback has been collected by IQAC. Parent teacher meetings were conducted by various honours departments and B. C. A. through online mode.
Interaction with faculty members	Interaction with the teachers of all departments to understand problems they face, how to use our existing resources in optimum way.	IQAC entrusted co-ordinator to meet the faculty members. Co-ordinator interacted with them through online mode and submitted a report to IQAC on 22.05.21.
Students Satisfaction Survey	Students Satisfaction Survey to be conducted by taking feedback from final year students by IQAC	Implemented.
Academic Audit (Internal)	Collection of academic audit report.	Completed.
Analysis of Results	IQAC to persuade each department to analyses results	Each department analysed results for follow up action
Renovation & repairing	IQAC to persuade authority the urgency of renovation/repairing of various buildings due to lockdown	Renovation/repairing are going.