

এস. জি. এস. ওয়াই /
এস. এইচ. জি. / ক্লাব

মিটিং রেজল্যুশন বই

গ্রাম উন্নয়ন কমিটি/
মাতা কমিটি/সমিতি

মিটিং-এর ক্রমিক সংখ্যা :
মিটিং-এর স্থান :

মিটিং-এর তারিখ :
মিটিং-এর সময় :

উপস্থিত সভ্যগণের নাম

১।	৮।
২।	৯।
৩।	১০।
৪।	১১।
৫।	১২।
৬।	১৩।
৭।	১৪।

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]
Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

NOTICE-IQAC/2

DATE: 19/01/2023

It is hereby notified to all the members of the IQAC that a meeting will be held on 1st February 2023 at 12:00 pm at the Principal to discuss the below mentioned agenda. This notice is being issued in concurrence with the office of the Principal, Domkal Girls' College.

1. Roadmaps for add on/ certificate courses
2. Discussion on institutional MOUs
3. NAAC strategy for preparation of SSR, IIQA
4. Roadmap for Students-national and International seminar of various Departments.
5. Roadmap for (a) project work, field work for ENVS, (b) feedback collection
6. Misc.

Bageli

Signature of the co-ordinator:

Coordinator

IQAC

Domkal Girls' College

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]

Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

**Details of meeting Internal Quality Assurance Cell (IQAC), held on
01/02/2023**

Attendees:

Name	Signature
Dr Alak Kumar Das (Chairman)	<i>[Signature]</i> 01/02/23
Dr Anusua Bagchi (Coordinator)	<i>[Signature]</i>
Ms Fahmeeda G. Kazmi (Member)	<i>[Signature]</i> 01/02/23
Mr. Rajib Saha (Member)	<i>[Signature]</i>
Mr. Ganga Sagar Rajak (Member)	<i>[Signature]</i>

01.02.2023

The IQAC Members attended the meeting in Principal's Chamber on ~~01/02/23~~ at 12.00 PM and resolved the following unanimously after discussing all the mentioned points in the agenda.

Agenda-1: To read and confirm the proceedings of the last IQAC meeting

The agenda of the previous meeting were read and adopted.

Agenda-2: Roadmaps for add on/ certificate courses

2 add-on courses to be designed and implemented within this month per department.

Agenda-3: To discuss on Institutional MOUs

It was resolved that the Institutional MOUs to be signed.

Agenda-4: NAAC strategy for preparation of SSR, IIQA

- Formation of NAAC Core Committee headed by Convenor Dr Anasua Bagchi, along with other members namely, Ms Fahmeeda Ghezaal Kazmi (Co-ordinator), Mr Rajib Saha (Joint-coordinator), Mr Parantap Chakraborty, Mr Abu Emdad Md Abdur Rakib, Dr Biswajit Barman, Ms Smriti Sarkar and Mr Sofikul Islam.
- All NAAC criterion heads are to submit work covered thus far along with the relevant data in the correct format to the IQAC Convenor by 07.02.2023
- NAAC Roadmap to be followed for all work in the college.

Agenda-5: Roadmap for Students-national and International seminar of various Departments

It was resolved that each department to plan and execute seminars for students at the national and the international level.

Agenda-6: Roadmap for (a) project work, field work for ENVS, (b) feedback collection

- Concerned departments to follow instructions of the Academic committee for planning project work
- Feedback collection from all stakeholders, viz. staff, students and students' parents/guardians

Agenda-7: Miscellaneous

- Follow up of promotion-related work of Mr Chittaranjan Naskar, Mr Parantap Chakraborty, and Mr Abu Emdad Md Abdur Rakib
- Installation of INFLIBNET for the college library.
- Installation of CCTV cameras for the college campus.
- Procuring Printers for various use in the college.
- Data related to examination rosters and duty to be updated and authenticated.
- College Prospectus to be readied.
- All documents submitted to the Principal's office are to be arranged in relevant files, topic-wise and staff-profile -wise for future reference.
- Academic Audit to be arranged in this academic session (2022-2023)
- Computer Literacy Programme to commence on 03.02.2023.
- To celebrate Women's Day, a seminar will be conducted by Women Empowerment. With the collaboration of IQAC on 14.03.2023 to discuss Gender Sensitization.

RECOMMENDATION: NAAC Roadmap- Phase 1

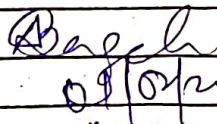
1. Relevant data for teachers' profile to be collected and arranged file-wise per teacher. Teachers responsible for this work are Mr Chitrabhanu Biswas, Mr Sahin Reja Mondal, Mr Bivas Biswas and Mr Esarul Islam and Mr Asadul Hoque.
2. Work related to construction of building to be observed by the following staff members: Dr Biswajit Barman, Priyankar Das, Md Samim Sk., Bulbul Sarkar.
3. Cultural programme to be planned and readied. Rehearsals to be held rigorously in order to put up a show for the visiting NAAC team. Staff members

responsible for preparing students are: Chittaranjan Naskar, Dr Tulika Chakraborty, Dr Madhusudan Mandal, Sahina Akhtar, Ananya Das, Bulbul Sarkar.

4. Supervision with regard to cleaning and beautification of college campus is assigned to Dr Tulika Chakraborty, Chitrabhanu Biswas, Md Kawsar Hossain, Priyankar Das, Toorsa Dey, Anaya Das. Staff members to be assisted by the NSS unit of the college.
5. NSS team to prepare posters, placards, and flex displays on the following topics: anti-ragging, environmental consciousness, women empowerment, and gender sensitization, Alumni association, to assist the NSS unit.
6. Video documentary (trilingual) on Domkal town to be prepared by Dr. Madhusudan Mandal to initiate the visiting NAAC team into a basic idea of the place.
7. Alumni Association to reprise patriotic play performed at the Murshidabad Itihas Utsav. Play to be partially translated into English.
8. Orientation Programmes to be conducted on a four-tier level:
 - Orientation for staff members.
 - Orientation for Alumni
 - Orientation for students
 - Orientation for guardians/parents

Dr Alak Kumar Das (Principal), along with Dr Krishnendu Roy, Abu Emdad Md Abdur Rakib, Dr Tulika Chakraborty, Sahina Akhtar, Al Mamun Hasan and Mr Sofikul Islam to conduct these orientation sessions.
9. Two add-on courses to be designed by each department and implemented within this month.


PRINCIPAL
 Domkal Girls' College
 Domkal, Murshidabad


Coordinator
IQAC
Domkal Girls' College