

## ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



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Affiliated to University of Kalyani

## DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

### Resolution by Circulation

**Resolution adopted by circulation on 31/03/2023 by the Governing Body, Domkal Girls' College regarding formation of IQAC.**


The Governing Body, considering the efficient and progressive performance of academic, administrative and financial tasks; quality academic/ research programs; Optimization and integration of modern methods of teaching and learning; Sharing of research findings and networking with other institutions in India and abroad, resolved to reform the IQAC as per guideline of NAAC Council with following members.


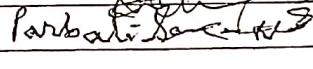
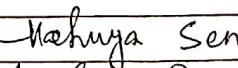
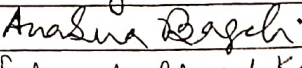
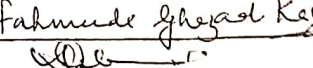
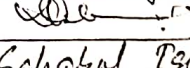
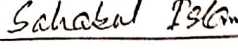
1. **Chairperson:** Dr. Alak Kumar Das, Principal
2. **Teachers to represent:**
  - i. Mr. Fahmeeda Ghezaal Kazmi, Assistant Professor, Department of English
  - ii. Mr. Rajib Saha, Assistant Professor, Department of Political Science
  - iii. Dr. Tulika Chakraborty, Assistant Professor, Department of Education
3. **One member from the Management:**  
Mr. Anisur Rahaman, State Government Nominee, G.B, Domkal Girls' College
4. **Senior administrative officers:** Mr. Ganga Sagar Rajak, Accountant
5. **One nominee each from local society, Students and Alumni:**
  - i. Mr. Rafikul Islam (Local Society)
  - ii. Ms. Shreya Singha Roy, B.A (Hons), 1<sup>st</sup> Semester
  - iii. Mrs. Latifa Khatun (Alumni)
6. **One nominee each from Employers /Industrialists / stakeholders:**  
Mr. Parbati Sankar Nandi
7. **One of the senior teachers as the coordinator of the IQAC:**  
Dr. Anasua Bagchi, Assistant Professor, Department of History

The Governing Body empowered the Principal to activate the IQAC by the above members.

  
Mr. Jafikul Islam  
President of Governing Body  
President  
Governing Body  
Domkal Girls' College



  
Dr. Alak Kumar Das  
Secretary/Principal  
Principal  
Domkal Girls' College  
Domkal, Murshidabad

Signature of the G.B. Members		
Name of the Hon'ble Members	Designation	Signature
Mr. Anisur Rahaman	Govt. Nominee	
Mr. Parbati Sankar Nandi	Govt. Nominee	
Dr. Santi Nath Sarkar	University Nominee	
Mrs. Mahuya Sen	University Nominee	
Dr. Anasua Bagchi	Teacher's Representative	
Mrs. Fahmeeda Ghezaal Kazmi	Teacher's Representative	
Mr. Abu Emdad Md Abdur Rakib	Teacher's Representative	
Mr. Sahabul Islam	Non-Teaching Representative	

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।	Tittirajin Naim 18.05.23	৮।	Md. Samim Ok
২।	Bagchi 18.5.23	৯।	Kujankan Das
৩।	Rajib Saha 18.05.	১০।	
৪।	P. Chakraborty 18.05.23	১১।	Abdullah Baki
৫।	Nabin Mandal	১২।	
৬।	Tulika Chakraborty	১৩।	
৭।		১৪।	

## ডোমকল গার্লস কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩  
ই-মেইল: domkalgirlscollege@gmail.com  
ফোন নং: ৭৪০৭০০০৭৮৮



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Affiliated to University of Kalyani  
Recognised by the UGC u/s 2(f)  
Website: domkalgirlscollege.ac.in

## DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303  
E-mail: domkalgirlscollege@gmail.com  
Ph: 7407000788

DGC/N/211/2023

Dt. 11/05/23

### নোটিস

নিম্নলিখিত আলোচ্য সূচীগুলি আলোচনা করার জন্য সম্মাননীয় অধ্যক্ষ মহাশয় এর অনুমতি ক্রমে IQAC এবং Academic Sub-Committee এর যৌথ উদ্যোগে একটি মিটিং আয়োজিত হবে পুরনো বিল্ডিং (বি-১১৫) কক্ষে আগামী বৃহস্পতিবার, ১৮.০৫.২০২৩, দুপুর ১.০০ টার সময়।

আলোচ্য সূচীসমূহ -

১. পূর্ববর্তী মিটিং এর সিদ্ধান্ত গুলি পাঠ করা।
২. আগত দ্বিতীয় সেমের ক্লাস শুরু বিষয়ে আলোচনা।
৩. আগত একাডেমিক ড্রাফট ক্যালেন্ডার এর বিষয় আলোচনা।
৪. NAAC সংশ্লিষ্ট কাজ সম্পন্ন করার জন্য Student Survey এর গুগল ফর্ম লিংক এর বিষয় আলোচনা।
৫. NAAC এর সংশ্লিষ্ট বিভাগীয় কাজ সম্পন্ন করার জন্য বিভাগীয় প্রেজেন্টেশন তৈরীর বিষয় আলোচনা।
৬. NAAC সংক্রান্ত অন্যান্য আনুষঙ্গিক কার্য সম্পাদন সম্পর্কিত আলোচনা।
৭. বিবিধ

Bagchi 11.05.23

Tulika Chakraborty  
আহ্বায়ক  
11.05.23

ড. অনসূয়া বাগচী (IQAC), ড. তুলিকা চক্রবর্তী (Academic Sub-Committee)  
Coordinator  
IQAC  
Domkal Girls' College

ডোমকল গার্লস কলেজ  
ডোমকল, মুর্শিদাবাদ

## ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুরশিদাবাদ, ৭৪২৩০৩  
ই-মেইল: domkalgirlscollege@gmail.com  
ফোন নং: ৭৪০৭০০০৭৮৮[ Govt. Aided ]  
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## DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303  
E-mail: domkalgirlscollege@gmail.com  
Ph: 7407000788

Ref. No. DGC/A/133/2023

Date: 13/05/2023

To  
Dr. Anasua Bagchi,  
Assistant Professor/ HoD,  
Department of History,  
Domkal Girls' College,  
Contact No. 9433520470, Email ID: ana.bagchi@gmail.com

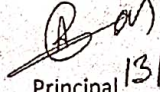
Sub: Nominee as a Coordinator of the Internal Quality Assurance Cell (IQAC) of Domkal Girls' College.

Madam,

As per the guidelines of the National Assessment and Accreditation Council (NAAC) and the resolution adopted by the circulation of the Governing Body dated 25/11/2022, I am glad to inform you that you have been nominated once again as a Coordinator of the reconstructed Internal Quality Assurance Cell (IQAC) of the college from the academic session 2023-24 till the next order.

This is for your kind consideration and necessary action.

Thanking you,

  
Principal 13/05/23

Domkal Girls' College  
Principal  
Domkal Girls' College  
Domkal, Murshidabad

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' .....

৩ ডোমকল গার্লস্ কলেজ



DOMKAL GIRLS' COLLEGE

স্থাপিত-২০১১

ESTD-2011

৪ ডোমকল, মুরশিদাবাদ, ৭৪২৩০৩

[ Govt. Aided ]  
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Domkal, Murshidabad, 742303  
E-mail: domkalgirlscollege@gmail.com  
Ph: 7407000788

৫ ই-মেইল: domkalgirlscollege@gmail.com

ফোন নং: ৭৪০৭০০০৭৮৮

৬ Ref. No. DGC/A/138/2023 Date: 17/05/2023

৭

ক্রমিক  
সংখ্যা

To

1. Mr. Anisur Rahaman, State Government Nominee, Governing Body, Domkal Girls' College, Contact No. 9475672467, Email ID: anisurrahamanmla75@gmail.com
2. Mrs. Fahmeeda Ghazaal Kazmi, Assistant Professor, Department of English, Domkal Girls' College, Contact No. 7003668983, Email ID: fahmeeda.kazmi@gmail.com
3. Mr. Rajib Saha, Assistant Professor/ HoD, Department of Political Science, Domkal Girls' College, Contact No. 8759171223, Email ID: saharajibgrmp@gmail.com
4. Dr. Tulika Chakraborty, Assistant Professor, Department of Education, Domkal Girls' College, Contact No. 9433967780, Email ID: tuli2010chakraborty@yahoo.com
5. Mr. Ganga Sagar Rajak, Accountant, Domkal Girls' College, Contact No. 9732767077  
Email ID: gangasagarr@gmail.com
6. Mr. Rafikul Islam, Counsellor, Word No. 20, Domkal Municipality, Contact No. 9733989755, Email ID:
7. Ms. Shreya Singha Roy, Student, B.A (History Hons), 1<sup>st</sup> Semester, Domkal Girls' College, Contact No. 8649806385, Email ID: shreyasingharoy094@gmail.com
8. Mrs. Latifa Khatun, Ex-Student, B.A (History Hons)/Member of Alumni Association, Domkal Girls' College, Contact No. 8768005019 Email ID: latifakhatun700@gmail.com
9. Mr. Parbati Sankar Nandi, Businessman/ State Government Nominee, Governing Body, Domkal Girls' College, Contact No. 9434315935, Email ID: parbatisankarnandi@gmail.com

Sub: Nominee as a member of the Internal Quality Assurance Cell (IQAC) of Domkal Girls' College.

Sir/Madam,

As per the guidelines of the National Assessment and Accreditation Council (NAAC) and the resolution adopted by the circulation of the Governing Body dated 25/11/2022, I am glad to inform you that you have been nominated as member of the reconstructed Internal Quality Assurance Cell (IQAC) of the college from the academic session 2023-24 till the next order.

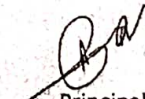
This is for your kind consideration and necessary action.


Thanking you,

Ref. No. DGC/A/138(i)/2023

Copy forwarded for information and necessary action to:-

- 1) Dr. Anasua Bagchi, Coordinator, Internal Quality Assurance Cell (IQAC), Domkal Girls' College.

  
Principal 17/05/23  
Domkal Girls' College  
Principal  
Domkal Girls' College  
Domkal, Murshidabad  
Date: 17/05/2023

  
Principal 17/05/23  
Domkal Girls' College  
Principal  
Domkal Girls' College  
Domkal, Murshidabad

**Resolutions of IQAC & Academic Sub-Committee Collaborative meeting held on 18<sup>th</sup>  
May, 2023 at 1.00 P.M in the Room No. B-115**

As per notification vide no. DGC/N/211/2023 dated 11.05.2023 a collaborative meeting of IQAC and Academic Sub-Committee was held on 18<sup>th</sup> May, 2023 at 1.00 pm in the Room no. B-115 for discussion on the following agendas:-

1. To read out the resolutions of the previous meeting
2. To discuss on commencement of classes of upcoming 2<sup>nd</sup> semester
3. To discuss on prepare upcoming Academic Draft Calendar
4. To discuss on Student Survey related Google form link for proper Functioning of the NAAC work
5. To discuss on preparing Departmental Presentation for proper Functioning of the NAAC work
6. To discuss on NAAC related other crucial function
7. Miscellaneous

**Members attended:-**

1. Sd/- Mr. Anisur Rahaman (Govt. Nominee (GB) & President)
2. Sd/- Dr. Alak Kumar Das (Principal & Chairman)
3. Sd/- Dr. Anasua Bagchi (Convener)
4. Sd/- Dr. Tulika Chakraborty (Convener)
5. Sd/- Mr. Parantap Chakraborty
6. Sd/- Mr. Chittaranjan Naskar
7. Sd/- Dr. Biswajit Barman
8. Sd/- Mr. Priyankar Das
9. Sd/- Mr. Rajib Saha
10. Sd/- Mr. Kawsar Hossain
11. Sd/- Mr. Samim Sk
12. Sd/- Mr. Nabin Mondal
13. Sd/- Mr. Abdullahil Baki

The President & Chairman of Domkal Girls' College took the chair and presided over the meeting. Taking prior consent from the chair, the convener of the IQAC & Academic Sub-Committee started the meeting. All the attended members of the committee were actively participated in the agenda wise discussion and expressed their valuable opinion for adopting resolution. After elaborate discussion on the above agendas the following resolutions has been adopted unanimously.

**Agenda 1: To read out the resolutions of the previous meeting**

The convener of Academic Sub-Committee read out the resolutions of the previous meeting. After constructive discussion the President & Chairman and all attended members of the committee were expressed their valuable opinion and finalise previous meeting resolutions. It was also decided that every resolution of the previous meeting should be implemented.

**Agenda 2: To discuss on commencement of classes of upcoming 2<sup>nd</sup> semester**

Regarding to commencement of classes of upcoming 2<sup>nd</sup> semester, it was finalise that class of 2<sup>nd</sup> semester will commence from 26<sup>th</sup> May.

**Agenda 3: To discuss on prepare upcoming Academic Draft Calendar**

The convener appraised the issues and the house and all members of the committee have given their valuable suggestion in accordance with the issues and the following resolution has adapted unanimously. According to the decision, the Convener of Academic Sub-Committee, will prepare a draft academic calendar (2023-24) for the smooth conduction of academic matter.

Agenda 4: To discuss on Student Survey related Google form link for proper Functioning of the NAAC Work

Regarding NAAC Student Survey Google Form Link, it was unanimously decided that IQAC will circulate a Google form link in Academic Sub-Committee Group and that link must be shared by all Heads in their respective departmental Groups.

Honorable Principal Sir connected some more points in this regard. He said that a departmental student list (with phone number and email id) from the college will be provided to each Head of Department for the convenience of their work. Every Head of Department will follow the feedback of NAAC Student Survey by checking student mail regularly and submit all related reports to IQAC.

Agenda 5: To discuss on preparing Departmental Presentation for proper Functioning of the NAAC work

Preparation of departmental presentation on NAAC was discussed. In this case it was decided that each Department will make their Departmental Presentation. Each Department will get five minutes for presentation.

It was also discussed in the meeting that this presentation is specifically required for academic audit and all the departments are therefore asked to prepare this presentation on an urgent basis.

In this regard, IQAC Convener and Academic Sub-Committee Convener jointly presented an exemplary presentation template to all. There were also some main points are specified for departmental presentation.

Those Main Key Points (rough) were-

1. Name of the Department
2. Welcome message to NAAC Team
3. About the Department
  - a. Year
  - b. Course
4. Vision and Mission
5. Progression of the Department
6. Faculty Name
7. Achievement (optional)
8. Publications (Faculty)
9. Student's Achievement
  - a. Qualified Student
  - b. Higher Studies
  - c. Placement
  - d. UGC NET/ SET
10. Syllabus Taught (Program Outcome)
11. Value Added Course (optional)
12. Teaching and Learning
  - a. Teaching Strategy
  - b. Student Teachers Ratio
  - c. ICT tool
  - d. Classroom
13. Extension Activities
  - a. Excursion
  - b. Workshop
  - c. Seminar

