

## Minutes of IQAC Meeting held on 09.02.2019

Item 1: Minutes of the meeting held on 27.11.2018 were read and confirmed.

Item 2: Noted the institutional activities undertaken during the period July 2018 to June 2019, in terms of the new format of AQAR to be effective from 2018-19 session.

Noted also the proposed plan of activities submitted by the respective Departments for 2019-20 session.

Resolved that AQAR 2018-19 be compiled in new format on the basis of the institutional activities undertaken during the period July 2018 to June 2019, and the compilation be done by IQAC members according to the distribution of the seven criteria among them.

Resolved also that Departments be reminded that they must adhere to the proposed plan of activities submitted by the respective Departments for 2019-20 session.

Item 3: Noted that Dr. Santanu Ganguly, Assistant Prof. of English has submitted documents for career advancement from Assistant Prof. stage II to stage III.

Resolved that the documents submitted by Dr. Santanu Ganguly, Assistant Prof. of English for career advancement from Assistant Prof. stage II to stage III be scrutinized by senior members of IQAC, and subsequently letter be issued by the Principal to DPI West Bengal and to Inspector of Colleges, University of Calcutta, for their recommendation of the names of DPI nominee and subject expert respectively for the Screening Committee meeting for career advancement from Assistant Prof. stage II to stage III of Dr Santanu Ganguly.

Item 3: Resolved to organize a programme to observe "Matri Bhasa Divas" on 21.02.2019, and Dr. Anjana Guha Thakurta be the Convener for the seminar to be organised on the occasion.

Resolved further that a Health Camp be organized by the IQAC as an outreach activity especially for elderly persons of the immediate neighbourhood.

Item 4: Miscellaneous- Resolved to organize a Workshop on Revised Guidelines of NAAC Assessment & Accreditation in the College for teachers, staff and students.

Table Agenda:

Noted that documents have been submitted by Dr Sucharita Mitra, Assistant Prof. of Electronics for career advancement from Assistant Prof. stage II to stage III, and by Sri Suman Patra, Assistant Prof. of Physics for career advancement from Assistant Prof. stage I to stage II.

Resolved that documents submitted by Dr Sucharita Mitra, Assistant Prof. of Electronics for career advancement from Assistant Prof. stage II to stage III, and by Sri Suman Patra, Assistant Prof. of Physics for career advancement from Assistant Prof. stage I to stage II, be scrutinized by senior members of IQAC, and subsequently letter be issued by the Principal to DPI West Bengal and to Inspector of Colleges, University of Calcutta, for their recommendation of the names of DPI nominee and subject expert respectively for the Screening Committee meeting for career advancement of Dr Sucharita Mitra and Sri Suman Patra.

Confirmed

Sonali Banerjee 23.12.19  
(Dr. Sonali Banerjee Jash)  
Chairperson, IQAC  
Netaji Nagar Day College

C. Guha Roy 23/12/19  
(Dr. Chanchal Guha Roy)  
Coordinator, IQAC  
Netaji Nagar Day College