



# VIDYASAGAR COLLEGE

39, SANKAR GHOSH LANE, KOLKATA-700 006

E-mail :- vidyasagarcollege@rediffmail.com Website :- www.vidyasagarcollege.net

Principal : 2241-3018  
Office : 2241-4447

## Meeting of IQAC, Vidyasagar College, dated 17.11.2022

### Members Present:

1	Dr Gautam Kundu	Principal & Chairman, IQAC
2	Dr Nirmalendu Mukhoti	Coordinator, IQAC
3	Dr Sharmila Bhattacharya	Teacher Member
4	Dr Raja Biswas	Teacher Member of GB
5	Sri Snehasish Mondal	Teacher Member
6	Dr Animesh Bose	Teacher Member
7	Dr Sudipa Bandyopadhyay	Bursar
8	Sri Biswajit Sengupta	Govt Nominee from GB, Member from Employer
9	Dr Abhijit Datta	Principal, Goenka College of Commerce, Administrative Member
10	Dr Sonarekha Chattopadhyay	Stakeholder
11	Sri Manirul Mondal	Students' Representative

The meeting of IQAC, Vidyasagar College, commenced on 17.11.2022 (Thursday) at 3.00 pm in Seminar room, 17 Bidhan Sarani Campus to transact the following business. It was chaired by Dr Gautam Kundu, Chairman, IQAC.

### Minutes of the IQAC meeting held on 17.11.2022.

#### Agenda:

1. Revised Members List of IQAC.
2. Preparation of AQAR reports: 2018-2019, 2019-2020, in old format and 2020-2021 and 2021-2022 in new format.
3. Distribution of work-load for data collection and report preparation.
4. Preparation of Academic Audit for respective years.
5. Initiation of financial Audit.
6. Up-to-date report of RUSA 2.0
7. Miscellaneous.

**Agenda 1:**

After the change in GB of the College and introduction of new guidelines for the construction of IQAC in April, 2020, the IQAC committee has been revised and the members list is placed in the meeting for conformation.

1	Dr Gautam Kundu	Principal & Chairman, IQAC
2	Dr Nirmalendu Mukhoti	Coordinator, IQAC
3	Dr Sharmila Bhattacharya	Teacher Member
4	Dr Raja Biswas	Teacher Member of GB
5	Dr Ankur Bhowal	Teacher Member
6	Sri Aniket Bose	Teacher Member
7	Sri Snehasish Mondal	Teacher Member
8	Dr Animesh Bose	Teacher Member of GB
9	Dr Tuhin Kanti Roy	Teacher Member
10	Dr Sudipa Bandopadhyay	Bursar
11	Sri Ratan Das	Head Clerk, Member from Management
12	Sri Asish Kumar Ghosh	JDPI, Govt of W. B, Administrative Member
13	Dr Abhijit Datta	Principal, Goenka College of Commerce, Administrative Member
14	Sm Sadhana Bose	Local Councillor, Nominee of local Society
15	Sri Biswajit Sengupta	Govt Nominee from GB, Member from Employer
16	Dr Sonarekha Chattopadhyay	Stakeholder
17	Dr Debasis Karmakar	Alumni
18	Sri Debasis Mitra	Industrialist
19	Sri Manirul Mondal	Students' Representative

**Agenda 2:**

- IQAC coordinator, Dr Nirmalendu Mukhoti, said that College has uploaded AQAR report upto academic year 2017-2018. AQAR reports of 2018-2019, 2019-2020, 2020-2021 and 2021-2022 are pending.

- Dr Sharmila Bhattacharya, has pointed out that the last date for submission of pending AQAR reports has been extended upto 31<sup>st</sup> December, 2022. She also pointed out that the format for AQAR reports has been changed from academic year 2020-2021. So, we have to prepare these reports in two different formats.
- Principal and Chairman IQAC, Dr Gautam Kundu has suggested to take initiative for submission of AQAR reports of 2018-2019 and 2019-2020 in old format within 31<sup>st</sup> December, 2022.

#### **Agenda 3:**

- Dr Abhijit Datta, Administrative Member, IQAC, has suggested to create two teams. One team should look after the preparation of the report in old format and another team in new format. This methodology is expected to facilitate the process more. He also suggested to use different folders for keeping the data in Excel or in Word along with PDF, such that in case of any error, that may be rectified easily.
- All the members suggested to use google form for SSS (Students' Satisfaction Survey).
- All the departments have to prepare programme outcomes, programme specific outcomes and course outcomes separately for honours and general streams.

#### **Agenda 4:**

- It was decided that the Academic Audit has to be done for recent years immediately. The reports of academic audits of previous years, delayed due to pandemic, may be done internally (internal audit) if possible.
- Principal and Dr Abhijit Datta suggested to conduct academic audit with the help of academic sub-committee of the College.

#### **Agenda 5:**

- Principal reported that the financial audit is going on. Dr Datta mentioned that financial audit is the sole responsibility of the Principal of the College.

#### **Agenda 6:**

- Principal mentioned that up-to-date RUSA 2.0 report will be placed in the next meeting of RUSA.

#### **Agenda 7:**

- All the members have proposed to provide one laptop and one desktop in good working condition along with printer and scanner for IQAC.
- It was also proposed to renovate the NAAC room in old building for this work.
- The next meeting of IQAC is proposed to be held on 01.12.2022 at 12 noon with internal members.

The meeting ended with vote of thanks to the Chair.

Meeting IQAC, VIDYASAGAR COLLEGE

Date: 17.11.2022

Members Present:

1. Gitanjali 17/11/22
2. Anurag 17/11/22
3. Animesh Chakrabarti 17/11/22
4. Nirmalendu Mukhoti 17/11/22
5. Sandhya Ghoshal 17.11.22
6. Raja Biswas 17/11/22
7. Sushanta Mondal 17/11/22
8. Sarmita Bhattacharya 17/11/2022
9. Manil Chandra - V.C.S.U
10. Bhargava 17/11/22
11. Sonalika Chatterjee 17/11/22

Nirmalendu Mukhoti

Dr. Nirmalendu Mukhoti  
CO-ORDINATOR, IQAC  
Vidyasagar College  
Kolkata - 700 006



Sandhya Ghoshal

22.11.22

Teacher-in-Charge  
Vidyasagar College  
Kolkata-700 006