

BARRACKPORE RASTRAGURU SURENDRANATH COLLEGE
6, RIVERSIDE ROAD & 85, MIDDLE ROAD, BARRACKPORE
NORTH24 PARAGANAS, WESTBENGAL, PIN-700120

MEETING NOTICE

Date 07.02.18

Meeting of : Interface meeting of Departmental Heads with IQAC
Committee/Department

Date : 20.02.2018

Time : 4pm

Venue : 85, Middle Road Campus

Room No. : 202

Members of the Committee / Department are requested to attend the meeting to discuss the following agenda

AGENDA

1. To read and confirm the proceedings of the last meeting.
2. Updating of Departmental Profile information
3. Initiation of MIS
4. Miscellaneous.

Lutpreet Shresh Sasliada
7/2

Coordinator, IQAC
Barrackpore Rastraguru
Surendranath College


Principal
BARRACKPORE
Rastraguru Surendranath College

Date: 20.02.18

Meeting of IQAC and HODs on Website Upgradation!

1. ~~Dr~~ Roy Chowdhury 20.2.18
2. ~~Monoraj~~ By 20/2/18
3. Indiprasad Chatterji -
4. Pijus Kanti Mondal.
5. Pombey Kumar Mandal
6. ~~monoraj~~ 20/2/18
7. ~~Sei~~ 20/2/18
8. ~~Sei~~ 20/2/18
9. ~~Sei~~ 20/2/18
10. Narayan Bandhu Majumdar 20/2/18
11. Satyendra Pandey
12. Puspa Bairagya 20/2/18
13. Bipin Dasgupta
14. Sutapa Saha. 20/2/18
15. Anju Sui Dhar 20.2.18
16. Sukalyan Som 20/2/18
17. Suraj SK 20/2/18
18. Meenakshi Krishnan 20.2.18
19. Arjit Chaudhuri. 20.2.18
20. Subi Prasad Bhattacharya 20/02/18
22. Moumita Barak 20/2/18
23. Sujata De Choudhuri 20/2/18
24. Sulekha Ghosh Dasgupta 20/2/18
25. Anirban Chakrabarty 20/2/2018

Minutes of the meeting dated 20.02.2018

Sri Deb Roychowdhury, President, Governing Body of the College presided over the meeting.

Resolution 1: Minutes of the last meeting was read and confirmed.

Resolution 2: Sri Swayambhoo Mitra reported that the MIS system of the College is almost complete for designing and it will be very shortly implemented.

Resolution 3: Under proposal received from Sri Swayambhoo Mitra, it was resolved that the Departmental Profiles for preparation of AQAR 2017-18 has to be sent through the College Webmail. Username and Password of that webmail will be provided by the College.

Resolution 4: Resolved that all data that will be provided in the Departmental Profiles must be substantiated with scanned copies of respective relevant documents (in pdf format only), to be sent to the College mail ID.

Resolution 5: Resolved that for scanning of documents, each Department will be assigned different time slots. Also resolved that scanning of documents will be made under supervision of the respective Departmental Heads.

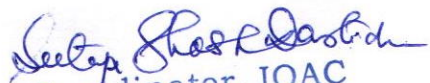
Resolution 6: Resolved that for documentation of the research articles published, the Departments must provide scanned copies of the cover page of the journal, index page, reverse cover page and first & last page of the published articles. The same practice will be maintained for articles in edited books.

Resolution 7: Resolved that the Departments will provide the following data to IQAC for preparation of AQAR:-

Details of faculty members, Departmental result in 2018, List of instruments possessed by the Department, both working presently and not working (with purchase value and current depreciated values), Number of books in the Departmental library and Vertical progression of the students in 2017-18.

Also resolved that a format for submission of Departmental Profile will be prepared by the College and will be provided to the Departments. Departmental Profile in any other form will not be received by IQAC.

As there was no other agenda to discuss, the meeting ended with a vote of thanks to chair.


Coordinator, IQAC
Barrackpore Rastraguru
Surendranath College