

Government of West Bengal
Kabi Jagadram Roy Government General Degree College
At – Gopalpur, P.O. - Mejia, Dist.-Bankura, PIN 722 143 (W.B.)
Internal Quality Assurance Cell (IQAC)

No: 04/2024/IQAC

Date: 06/03/2024

Notification

A meeting of the IQAC, Kabi Jagadram Roy Government General Degree College, Mejia will be held at **02.30 P.M.** on **13.03.2024 (Wednesday)** at IQAC & NAAC Room (No: 108) at the ground floor to discuss the following agenda. All esteemed members of the IQAC are hereby cordially requested to make it convenient to attend the said meeting.

Agenda:

- (i) Confirmation of the minutes of the last meeting
- (ii) Review of the progress of work of 07 (seven) criteria related to SSR,
- (iii) Progress of work of College Environmental Committee related to Green Audit by external agencies.
- (iv) Academic and Administrative Audit, Gender Audit & Financial Audit of the college.
- (v) Tentative date of submission of IQA and SSR,
- (vi) Fees for submission of IQA and SSR. and
- (vii) Matters arising

(Sri Alope Kumar Das)
Officer-in-Charge and Chairperson, IQAC

Officer-in-Charge
Kabi Jagadram Roy Govt. General Degree College
Mejia-722143, Dist-Bankura, W.B.

(Dr. Aresh Kumar Maji)
Coordinator, IQAC

Co-ordinator, IQAC
Kabi Jagadram Roy Government
General Degree College
Mejia, Bankura PIN-722143

For circulation to:

- (i) All members of the IQAC, Kabi Jagadram Roy Government General Degree College, and
- (ii) College website: www.ggdcmjia.in

Members Present in the IQAC Meeting Dated 13/03/2024

| SL NO. | NAME | Signature |
|--------|--|-----------|
| 1 | Shri Alope Kumar Das, Officer-in-Charge | |
| 2 | Dr. Aresh Kumar Maji, IQAC Coordinator | |
| 3 | Mr. Mahasin Sekh, WBA & AS, Treasury Officer, Bankura Treasury | |
| 4 | Dr. Bikash Chakraborty, Associate Professor of Physics, Bankura Christian College, Bankura | |
| 5 | Dr. Jagannath Pal, BMOH, Mejia BPHC | |
| 6 | Shri Pranab Halder, Parents' Representative | |
| 7 | Mr Rupan Roy, an Ex-student passed out in 2019 | |
| 8 | Dr. Nivedita Chakraborty, Assistant Professor of Geology, KJRGGDC | |
| 9 | Dr. Goutam Dey, Assistant Professor of Physics, KJRGGDC | |
| 10 | Ms. Sutista Ghosh, Assistant Professor of English, KJRGGDC | |
| 11 | Shri Biswajit Bera, Assistant Professor of Mathematics, KJRGGDC | |
| 12 | Dr Chinmay Das, Assistant Professor of Mathematics, KJRGGDC | |
| 13 | Shri Samim Rahaman Molla, Assistant Professor of History, KJRGGDC | |
| 14 | Dr. Arpita Chauni, Assistant Professor of Philosophy, KJRGGDC | |
| 15 | Dr. Arijit Chatterjee, Assistant Professor of Physics, KJRGGDC | |
| 16 | Mr Spandan Karmakar, UG (Honours) Student, Dept. of Geology | |

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RESOLUTION OF THE IQAC MEETING HELD ON 13/03/2024

As per the notice (No: 04/2024/IQAC, dated 06.03.2024), the meeting of the IQAC was held at **02.30 P.M.** on **13/03/2024 (Wednesday)** at IQAC & NAAC Room (No: 108) at the ground floor of the college in presence of the Chairperson, Coordinator and other members of the IQAC of the college.

It was resolved in the meeting that:

- (i) The resolution of the last meeting was read and confirmed by all the members present.
- (ii) The progress of work of 07 (seven) criteria related to SSR was thoroughly discussed in another meeting today conducted by the NAAC Steering Committee involving all the member of the 07 criteria-wise committees. The members of the committees elaborately discussed the progress of their criteria-wise work. About 70-75% of the SSR related work has been completed. The Committee members raised points about some of the important works, yet to be completed, e.g., website updation, authentication of documents by the University, Academic and Administrative Audit, Financial Audit of the college etc.
- (iii) The College Environmental Committee has almost completed their preparation for the Green Audit except the authentication of the plant species by the expert. The Green Audit will be conducted by the end of March, 2024 jointly by Prof. Apurba Ratan Ghosh, Head, Dept. of Environmental Science, the University of Burdwan, Burdwan and Prof. Mobinul Islam, Teacher-in-Charge, TDB College, Raniganj.
- (iv) Academic and Administrative Audit (AAA) & Financial Audit of the college have not been carried out so far. However, NAAC Steering Committee has been collecting the Academic and Administrative Audit-related necessary information from all departments and college as per the format of the Bankura University. After completing work, the authority of the Bankura University will be approached for conducting the AAA.

Regarding Financial Audit, the college authority is requested to take necessary steps to conduct Financial Audit for the purpose of submission of SSR. All financial related documents, registers and Employees' service Books should also be kept updated for the purpose of NAAC Peer Team Visit.

- (v) Based on the report and action taken plan prepared by the Gender Sensitisation Cell, Gender Audit will be conducted soon by the External Experts
- (vi) The IQA will be submitted by **20.05.2024** and the SSR within 45 days from the date of submission of IQA.
- (vii) As per NAAC website, the total fees (including GST) up to NAAC Peer Team visit is Rs. 5,01,500/- [during IQA submission- Rs 29500/- + during upload of SSR- Rs 1,18,000/- + within 15 days after acceptance of SSR-Rs. 1,18,000/- + logistic expenses for Peer Team Visit Rs 236000/-]. The IQAC will intimate Officer-in-Charge to make necessary arrangement for the fund initially for payment of the IQA submission fees and subsequently for payment of rest of the fees. time to time.
- (viii) In the matters arising, it was discussed that the two certificate courses, namely, Basic Knowledge in Computer and Beginners' Photography Course will be conducted by the Mathematics and Photography Club respectively during Summer Vacation, 2024. The Officer-in Charge is requested to intimate IQAC Director, Bankura University for further necessary action, if any.

As there was nothing to discuss, the meeting ended with thanks.



(Sri Aloke Kumar Das)
Officer-in-Charge and Chairperson, IQAC

Officer-in-Charge
Kabi Jagadram Roy Govt. General Degree College
Mejia-722143, Dist-Bankura, W.B.

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- (ii) College website: www.ggdcmejia.in



Dr. Aresh Kumar Maji
Coordinator, IQAC

Co-ordinator, IQAC
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