



KATWA COLLEGE

(Affiliated to the University of Burdwan)

INTERNAL QUALITY ASSURANCE CELL

(iqackatcoll@gmail.com)

Estd: 14.01.2016

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN- 713 130, India

Ref. No: KCIQAC/NOTICE/23-24/1

Date: 05.07.2023

Notice

An important IQAC meeting will be held on **14.7.2023** (Friday) at 12.15 pm in the Principal Chamber's adjacent Room to discuss the following agenda:

1. Read and confirm the previous meeting (11.05.2023)
2. NAAC related issues
3. Initiative for DBT Star College
4. Three teachers CAS of Dulal Sarkar, Debakinandan Maji and Madhumita Sen
5. Miscellaneous

All members are cordially requested to attend the said meeting in time.

N. Sarkar

Dr. Nirmalendu Sarkar
Principal
Katwa College

Principal
Katwa College

05/07/2023

U. Das

Utpal Das
Convener
IQAC, Katwa College

Coordinator
IQAC
Katwa College



Notice Ref. No: KCIQAC/NOTICE/23-24/ 1 Dated- 05.07.2023

IQAC Meeting Held on – 14.07.2023 at 1.00 PM in the IQAC Room

Signature of Present Members

Sl. No.	Name	Signature
1	Dr. Nirmalendu Sarkar (Principal)	<i>N. Sarkar</i> 14/07/2023
2	Utpal Das (Coordinator)	<i>Utpal Das</i> 14/07/2023
3	Sri Tarasankar Ghosh (Dy. Magistrate & Collector)	
4	Dr. Pareshnath Banerjee	<i>Pareshnath Banerjee</i>
5	Sri Suphal Rajwar	<i>Suphal Rajwar</i>
6	Dr. Bibhas Chandra Saha	<i>Bibhas Chandra Saha</i>
7	Sri Rabiranjana Sen	<i>Rabiranjana Sen</i>
8	Dr. Bharat Chandra Dalui	<i>Bharat Chandra Dalui</i>
9	Sri Shbhajit Sanyal	<i>Shbhajit Sanyal</i>
10	Sri Dulal Sarkar	<i>Dulal Sarkar</i>
11	Sri Prosanta Barman	<i>P. Barman</i>
12	Bankim Chandra Ghosh	<i>Bankim Ch. Ghosh</i>
13	Sri Asit Kumar Mondal	<i>Asit Kumar Mondal</i>
14	Sri Prasanta Kumar Das	
15	Sri Sourasubhra Pandit	<i>Sourasubhra Pandit</i>



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INTERNAL QUALITY ASSURANCE CELL

(iqackatcoll@gmail.com) Estd: 14.01.2016

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN- 713 130, India

IQAC RESOLUTION

The following resolutions are taken by the Internal Quality Assurance Cell of Katwa College in its meeting held on 14.07.2023 at 1 PM in the Principal's Chamber.

Dr. Nirmalendu Sarkar, Principal and Chairperson of IQAC presides over the meeting.

Agenda 1: To read and confirm the previous meeting dated 11.05.2023

The resolutions of the previous meeting held on 11.05.2023 is read and confirmed unanimously without any change.

Agenda 2: NAAC related issues

The IQAC coordinator says that we have the option of either including academic year 2023 - 24 in the current NAAC cycle or keeping it upto 2022 -23. The Principal says that we can complete some of the pending tasks for this cycle if we include 2023 - 24. For example the solar power project has been submitted on behalf of the college and is likely to be approved in the next two or three months. After deliberation, the IQAC resolves that the academic year 2023- 24 will be included in the cycle for NAAC application.

The Coordinator also says that the following data is needed for research initiatives

- 1- No objection certificate for pursuing Ph.D.
2. Documents of Research supervision by some teachers.
3. Documents of financial support for presenting papers.

Add on courses should be offered by each department.

Library modernisation should be done and space expanded through utilising the library reading room. The library should be open for all days and it should be an open rack system.

The IQAC coordinator proposes that there should be male and female toilets in each floor and the hygiene of all the toilets should be properly maintained.

Publications should be encouraged especially from the Associate Professors. Steps should be taken so that everyone may have at least one publication in a year. Classroom modernisation, Wi-Fi and projector facilities should be there. The canteen should be clean and well maintained.

Agenda 3: Initiative for DBT Star college

The IQAC Coordinator proposes that the college may apply for DBT Star College status in the coming session. The Principal and all other members unanimously approves the proposal and requests the Principal that relevant steps may be taken up immediately for this purpose.

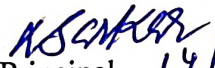
Agenda 4: CAS applications of three teachers Dulal Sarkar, Debakinandan Majee and Madhumita Sen

The IQAC Coordinator places three applications of Dulal Sarkar, Debakinandan Majee and Madhumita Sen for their CAS related issue. All members said that the applications be processed as per rules and asks the Coordinator to act accordingly.

Agenda 5: Miscellaneous

The Principal requests all the members to take part actively in NAAC related work.

The meeting ended with vote of thanks to the Chair.


Principal 14/07/2023
Katwa College

**Principal
Katwa College**


Coordinator 14/7/23
IQAC, Katwa College

**Coordinator
IQAC
Katwa College**



KATWA COLLEGE

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Estd: 14.01.2016

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN- 713 130, India

Ref. No: KCIQAC/NOTICE/23-24/2

Date: 01.09.2023

Notice

An IQAC meeting will be held on **08.9.2023** (Friday) at 1.15 pm in the Principal Chamber's adjacent Room to discuss the following agenda:

1. Read and confirm the previous meeting (14.7.2023)
2. NAAC related issues
3. Creation of computer hub & library merged & shifting
4. MoU & career counseling program
5. Class Room modernization
6. Environment Science class taken related issue.
7. Waste Management issue
8. Add on courses
9. New subjects open
10. Formation of departmental committee with guardian members
11. Miscellaneous

All members are requested to attend the meeting in time

NS/S/K/S
Dr. Nirmalendu Sarkar *01/09/2023*
Principal
Katwa College

Principal
Katwa College



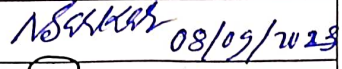
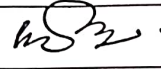
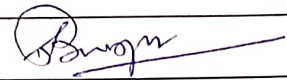
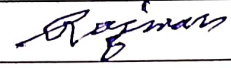
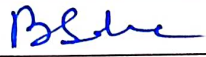
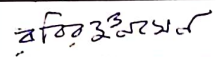
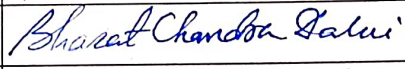
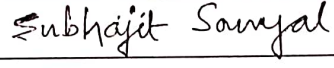

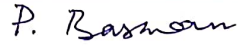
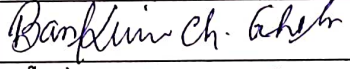
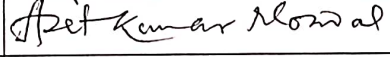
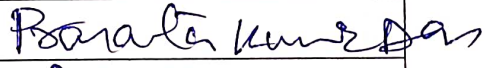
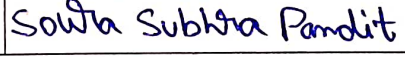
Utpal Das
Utpal Das
Convener
IQAC, Katwa College
Coordinator
IQAC
Katwa College

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Notice Ref. No: KCIQAC/NOTICE/23-24/2 dated- 01.09.2023

IQAC Meeting Held on – 08.9.2023 at 01.15 PM in the Principal's Adjacent Chamber

Signature of Present Members

Sl. No.	Name	Signature
1	Dr. Nirmalendu Sarkar (Principal)	 08/09/2023
2	Utpal Das (Coordinator)	
3	Sri Tarasankar Ghosh (Dy. Magistrate & Collector)	
4	Dr. Pareshnath Banerjee	
5	Sri Suphal Rajwar	
6	Dr. Bibhas Chandra Saha	
7	Sri Rabiranjan Sen	
8	Dr. Bharat Chandra Dalui	
9	Sri Shbhajit Sanyal	
10	Sri Dulal Sarkar	
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P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN- 713 130, India

IQAC RESOLUTION

The following resolutions are taken by the Internal Quality Assurance Cell of Katwa College in its meeting held on 08.09.2023 at 1.15 PM in the Principal Chamber.

Dr. Nirmalendu Sarkar, Principal and Chairperson of IQAC presides over the meeting.

Agenda 1: To read and confirm the resolutions of the previous meeting dated 14.07.2023

The resolutions of the previous meeting held on 14.07.2023 is read and confirmed unanimously without any change.

Agenda 2 NAAC related issues

The Coordinator says that as per decision taken in our last meeting dated 14th July 2023 we are applying to NAAC for assessment including the data from academic year 2023 - 24. The Principal says that it has been approved by the Governing Body of the college that the proposal for NAAC assessment will be submitted after June 2024 and the target for assessment will be within January to February 2025.

Agenda 3 Creation of computer hub and merging and shifting of Library

Regarding library extension the Principal says that PWD engineer will be called and consulted so that the work can be done soon. All members said this work should start as early as possible.

Agenda 4 MoU and Career counseling program

The Coordinator reports that the college signed MoUs with another 10 colleges in this session till now. The Principal says that the activity report also be prepared as early as possible. He says Career counseling program should be given more emphasis for this session and also asks the Coordinator to communicate this to the Convener of the Career Counseling Cell.

Agenda 5 Class room modernisation

The Coordinator reports that as per NAAC guidelines at least 10 class rooms should be equipped with a sound system. Diases should also be provided for the class rooms. The Principal says that the steps are already being taken up.

Agenda 6 Environment science class related issue

The Principal will constitute a committee for environmental science class for semester I immediately.

Agenda 7 Waste Management Issue

The Coordinator says that for a long time the college is unable to implement waste management system. The Principal says that regarding waste management, firms with ISO certification will be called for this purpose.

Agenda 8 Addon courses

The Coordinator says that at least 25 add-on courses are needed to fulfill NAAC criteria. We have already completed 8 add-on courses during the session 2022-23. In the session 2023 - 24 at least 20 courses are needed and should be formulated and conducted by each department. The Principal also proposes that Add-on courses on Yoga and Cyber Crime may be offered. All members unanimously accept this proposal and it is decided that a notice will be circulated to the Departments as early as possible.

Agenda 9: Offering courses in New Subjects

The Principal proposes new undergraduate courses for Sociology, Anthropology, Environmental Science and Psychology. He also proposes two postgraduate courses MA in Bengali and MA in Education.

Agenda 10: Formation of Departmental committee with Guardian Members

The Principal says that regarding Guardian Committee it has been decided that 5 - 7 guardians will form a committee for each department and all the Convenors of the Departmental Committees will form the College level Guardians Committee.


The Principal says that as per the names submitted by the departments through IQAC the Governing Body will constitute this committee in its next meeting.

Agenda 11: Miscellaneous

The Principal says that the teachers should have five days and five hours attendance in order for their applications for promotion to be processed.

Bankim Chandra Ghosh says that a substitute teacher should be provided for his department as the only other teacher has gone on child care leave for 30 days. The Principal says that the process of availing child care leave by the teacher was not correct. He also says that Taniya Chatterjee and Kinkini Bhattacharya will be provided for taking Economics classes.

The meeting ended with vote of thanks to the chair.


Principal
Katwa College

08/09/2023


Coordinator
IQAC, Katwa College

Principal
Katwa College

Phone: (03453) 255 049, E-mail: katcoll2009@gmail.com, Website: www.katwacollege.ac.in

Coordinator
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Estd: 14.01.2016

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN- 713 130, India

Ref. No: KCIQAC/NOTICE/23-24/3


Date: 01.11.2023

Notice

An IQAC meeting will be held on **08.11.2023** (Wednesday) at 1.00 pm in the Principal Chamber's adjacent Room to discuss the following agenda:


1. Read and confirm the previous meeting (08.09.2023)
2. NAAC related issues
3. Academic and Administrative Audit by the University of Burdwan
4. Add on course on French Language
5. Process DBT Star College
6. Prepare a list of Rank Holder students of the University final Examination from 2019-2024
7. Miscellaneous

All members are cordially requested to attend the said meeting in time.


Dr. Nirmalendu Sarkar
Principal
Katwa College
Principal
Katwa College

01/11/2023




Utpal Das
Convener
IQAC, Katwa College

Coordinator

IQAC

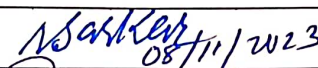
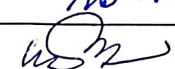
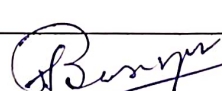
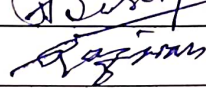
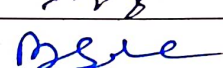
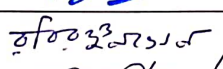
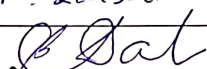
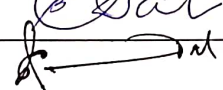
Katwa College

Phone: (03453) 255 049, E-mail: katcoll2009@gmail.com, Website: www.katwacollege.ac.in

Notice Ref. No: KCIQAC/NOTICE/23-24/3 dated- 02.11.2023

IQAC Meeting Held on – 08.11.2023 at 12.15 PM in the Principal's Adjacent Chamber

Signature of Present Members

Sl. No.	Name	Signature
1	Dr. Nirmalendu Sarkar (Principal)	 08/11/2023
2	Utpal Das (Coordinator)	
3	Sri Tarasankar Ghosh (Dy. Magistrate & Collector)	
4	Dr. Pareshnath Banerjee	
5	Sri Suphal Rajwar	
6	Dr. Bibhas Chandra Saha	
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8	Dr. Bharat Chandra Dalui	
9	Sri Shbhajit Sanyal	
10	Sri Dulal Sarkar	Dulal Sarkar
11	Sri Prosanta Barman	P. Barman.
12	Bankim Chandra Ghosh	Bankim Ch. Ghosh
13	Sri Asit Kumar Mondal	Asit Kumar Mondal
14	Sri Prasanta Kumar Das	Prasanta Kumar Das
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(iqackatcoll@gmail.com) Estd: 14.01.2016

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN- 713 130, India

IQAC RESOLUTION

The following resolutions are taken by the Internal Quality Assurance Cell of Katwa College in its meeting held on 08.11.2023 at 1.15 PM in the Principal Chamber.

Dr. Nirmalendu Sarkar, Principal and Chairperson of IQAC preside over the meeting.

Agenda 1: To read and confirm the previous meeting dated 08.09.2023

The resolution of the previous meetings held on 08.09.2023 is read and confirmed unanimously without any change.

Agenda 2: NAAC related issues

The IQAC coordinator says that according to the mail received from NAAC we are eligible to apply for accreditation. However, we will be applying for accreditation in 2024 with inclusion of AQAR for 2023 - 24, and a mail will be sent to them for that purpose. The Principal says that opening of at least one PG course is very important for NAAC accreditation. He says that efforts have already been initiated in this regard to get the inspection visit by Higher Education Council done.

Agenda 3: Academic and Administrative Audit by the University of Burdwan

The Principal says that efforts have been taken up for getting an Academic Audit done by the University team.

Agenda 4: Add on Course on French language

Coordinator reports that more than 15 proposal have been received by the various departments. Coordinator also proposes a new proposal has been given by Swati Chatterjee newly joined Assistant Professor, Department of History add on course on French language. All members unanimously accept this proposal.

Agenda 5: Process of DBT Star College

The Principal says that application process for being designated as DBT star college should also be started and for this the science department should seat in a meeting.

Agenda 6: Prepare a list of rank holder students of the university final examination from 2019-24

The coordinator says those students who have secured University rank between 1 to 10 in the Final Examination of 2019 - 24 will be mentioned in the College Website and also awarded. Also students who have secured NET qualification in the period will also be mentioned in the AQAR.

Agenda 7: Miscellaneous

The Principal says that the upgradation of the college website should be done by the ICT Convener also the RTI norms should be formulated and updated as soon as possible.

The IQAC Coordinator says that installation of solar panel is also very important and it should be done for at least one or two units immediately, Principal says that this proposal may be taken up after the decision taken by the Governing Body.

The principal says that new best practices will have to be adopted for the college.

The meeting ended with both of thanks to the chair.


Principal
Katwa College 08/11/2023

**Principal
Katwa College**


Coordinator
IQAC, Katwa College

**Coordinator
IQAC
Katwa College**



KATWA COLLEGE
(Affiliated to the University of Burdwan)
INTERNAL QUALITY ASSURANCE CELL
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Estd: 14.01.2016

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN- 713 130, India

Ref. No: KCIQAC/NOTICE/23-24/4

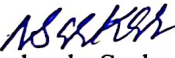
Date: 01.12.2023

Notice

An IQAC meeting will be held on **06.12.2023** (Wednesday) at 1.15 pm in the IQAC Room to discuss the following agenda:

1. Read and confirm the previous meeting (08.11.2023)
2. DBT Star College
3. NAAC related issues
4. Organized Seminar
5. Miscellaneous

All members are requested to attend the meeting in time


Dr. Nirmalendu Sarkar
Principal 01/12/2023
Katwa College

Principal
Katwa College


Utpal Das
Convener
IQAC, Katwa College

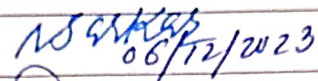

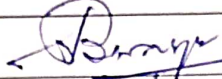
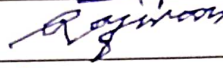
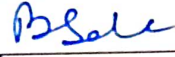
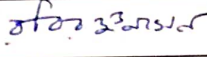

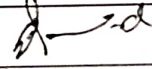
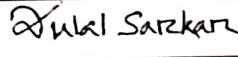
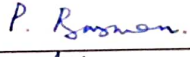
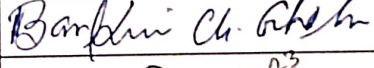
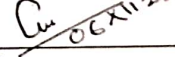
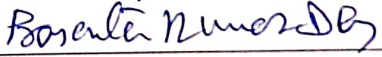
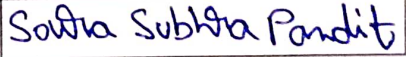
Coordinator
IQAC
Katwa College



Notice Ref. No: KCIQAC/NOTICE/23-24/A Dated- 01.12.2023

IQAC Meeting Held on – 06.12.2023 at 1.15 PM in the IQAC Room

Signature of Present Members

Sl. No.	Name	Signature
1	Dr. Nirmalendu Sarkar (Principal)	 06/12/2023
2	Utpal Das (Coordinator)	
3	Sri Tarasankar Ghosh (Dy. Magistrate & Collector)	
4	Dr. Pareshnath Banerjee	
5	Sri Suphal Rajwar	
6	Dr. Bibhas Chandra Saha	
7	Sri Rabiranjana Sen	
8	Dr. Bharat Chandra Dalui	
9	Sri Shbhajit Sanyal	
10	Sri Dulal Sarkar	
11	Sri Prosanta Barman	
12	Bankim Chandra Ghosh	
13	Sri Asit Kumar Mondal	 06/12/23
14	Sri Prasanta Kumar Das	
15	Sri Sourasubhra Pandit	



KATWA COLLEGE

(Affiliated to the University of Burdwan)

INTERNAL QUALITY ASSURANCE CELL

(iqackatecoll@gmail.com) Estd: 14.01.2016

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN- 713 130, India

IQAC RESOLUTION

The following resolutions are taken by the Internal Quality Assurance Cell of Katwa College in its meeting held on 06.12.2023 at 1.15 PM in the Principal Chamber.

Dr. Nirmalendu Sarkar, Principal and Chairperson of IQAC preside over the meeting.

Agenda 1: Read and confirmed the previous meeting 08. 11. 2023

The IQAC coordinator reads the regulation of the previous meeting held on 08. 11. 2023. He says that a mail needs to be sent to NAAC for deferring the accreditation from 2023 to 2024.

The resolution reads and confirms unanimously.

Agenda 2: DBT star college

The principal updated the position of the DBT star college scheme application. The college has already taken an initiative for DBT star College scheme status and further necessary efforts will be made. Already a meeting has been completed with all the Science Department and Dr. Abhijit Banerjee, Assistant Professor in Electronics is selected the Convener of DBT Star College Scheme.

Agenda 3: NAAC Related Issues

The coordinator asked what will be the best practices of the college during the session 2023 - 24. He also says that two practices of the college will be taken as best practices:

- (I) Value Education classes will be taken by the Principle for each department on a regular basis
- (II) The Arogya, Health Care Centre run by the college providing healthcare for students, employees and also for outsiders. All members accept these proposals.

Agenda 4: Organized Seminar

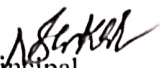
Coordinator places the proposal received for conducting seminar in the college. The members considered the proposal received from George Telegraph and ask the Principle and IQAC Coordinator to contact them for more details about some of the relevant courses for college students. The proposal from the Pune Institute of Business Management for an initial seminar on Employability Enhancement course for students was accepted. The proposal from CDSL for holding a program on financial awareness for students, faculties was also approved. The

Principle also proposed the seminar on Human Rights, Intellectual Property Rights, Women Empowerment, Legal Awareness will also be organized by the department and IQAC jointly or separately. The coordinator said that a seminar on Artificial Intelligence will also be held which was approved by the members.

Agenda 5: Miscellaneous

The principal also propose that an IQAC meeting with all teachers should be held and the members ask the coordinator held the meeting at a suitable date.

The meeting ended with both of thanks to the chair.


Principal
Katwa College 06/12/2023

**Principal
Katwa College**


Coordinator
IQAC, Katwa College

**Coordinator
IQAC
Katwa College**



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Estd: 14.01.2016

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN- 713 130, India

Ref. No: KCIQAC/NOTICE/23-24/5


Date: 19.02.2024

Notice

An IQAC body meeting will be held on **28.02.2024** (Wednesday) at 12.30 pm in the IQAC Room to discuss the following agenda:

1. To read and confirm the last meeting dated 06.12.2023
2. New Add on Course implement and frame guidelines for admission
3. CAS
4. NAAC related issues
5. Students Satisfaction Survey & Feedback issues
6. Members assigned duties for the preparation of the AQAR reports and SSR
7. Discuss about Qualitative and Quantitative parameters according to the guidelines of NAAC
8. Miscellaneous

All members are requested to attend the meeting positively.


Dr. Nirmalendu Sarkar
Principal
Katwa College

Principal
Katwa College



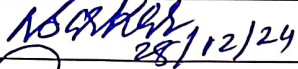

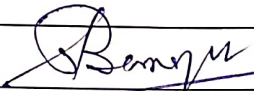
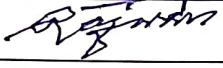
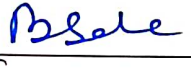
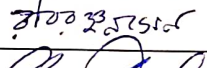

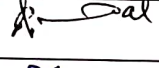
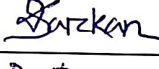
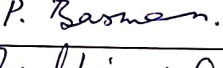
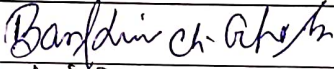
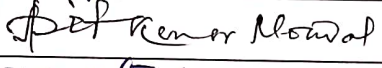
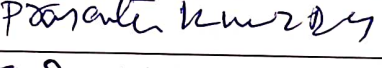
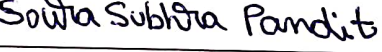

Utpal Das
Convener
IQAC, Katwa College

Coordinator
IQAC
Katwa College

Notice Ref. No: KCIQAC/NOTICE/23-24/ 5 Dated- 19.02.2024

IQAC Meeting Held on – 28.02.2024 at 12.30 PM in the IQAC Room

Signature of Present Members

Sl. No.	Name	Signature
1	Dr. Nirmalendu Sarkar (Principal)	 28/12/24
2	Utpal Das (Coordinator)	
3	Sri Tarasankar Ghosh (Dy. Magistrate & Collector)	
4	Dr. Pareshnath Banerjee	
5	Sri Suphal Rajwar	
6	Dr. Bibhas Chandra Saha	
7	Sri Rabiranjana Sen	
8	Dr. Bharat Chandra Dalui	
9	Sri Shbhajit Sanyal	
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INTERNAL QUALITY ASSURANCE CELL

(iqackatcoll@gmail.com) Estd: 14.01.2016

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN- 713 130, India

IQAC RESOLUTION

The following resolutions are taken by the Internal Quality Assurance Cell of Katwa College in its meeting held on 28.02.2024 at 1.15 PM in the Principal Chamber.

Dr. Nirmalendu Sarkar, Principal and Chairperson of IQAC preside over the meeting.

Agenda 1: Read and confirmed the previous meeting 06.12. 2023

The IQAC coordinator reads the resolution of the previous meeting held on 06.12.2023 and it is confirmed unanimously without any change.

Agenda 2: New add on course implement and frame guidelines for admission

The Coordinator reports that 28 Add on course proposals are received from the different departments and the courses will be started by all departments from 1st February 2024 for the session 2023 - 24. All members accept this proposal. The Coordinator asks what will be the procedure of admission in Add on courses. The Principal says all students can opt for either one or two courses out of 28 courses. Students will fill up a Google form to opt for an Add on Course of their choice. The Coordinator of Add on Courses will be given an honorarium of Rs 4000/- each and additional requirement for the course like purchase of equipments, field trips etc. will also be sanctioned according to the requirement.

Professor Dulal Sarkar says a proposal for WBCS coaching has been submitted along with some other teachers and the coaching classes may also be started along with the add on courses.

Agenda 3: CAS

The IQAC Coordinator says that three teachers have submitted their document for Career Advancement Scheme (CAS). The Principal says that the teacher must also have taken their classes according to routine and fulfilled other requirements before their CAS applications are approved.

Agenda 4: NAAC Related Issues

The IQAC Coordinator said that the deadline for AQAR for 2022 -2023 is still 30th April 2024. The Principle wants to know when the AQAR may be submitted. The Coordinator says that it

will be submitted within March, 2024 and he also said to co-operate all members for the submission of AQAR actively.

Agenda 5: Students Satisfaction Survey and Feedback Issues

The IQAC Coordinator says that online feedback from students will be taken and the link may be circulated shortly. Mr. Asit Mondal says that the online survey may be combined along with the online registration so that the students will submit their fees after the online survey. All members accept this proposal and say to the Coordinator to do accordingly.

Agenda 6: Members assigned duties for the preparation of the AQAR report and SSR

The Coordinator proposes an active team will be needed for the preparation of AQAR and SSR smoothly and timely. All members accept this proposal and the following members are assigned according to NAAC criterion 1 to 7

Criterion - 1 Curricular Aspects will be looked after by Dulal Sarkar (Convener) along with Abhijit Banerjee, Moumita Poddar Rana, Sourav Majumdar and Haru Mardi

Criterion -2 Teaching Learning Evaluation will be overseen by Bankim Chandra Ghosh (Convener) along with Madhumita Sen, Rahul Das, Debakinandan Majee and Soumya Prasad Raj.

Criterion -3 Research Innovation and Extension will be overseen by Rabi Ranjan Sen (Convener) along with Rajesh Chandra Mondal, Dinesh Maity, Shampa Dutta, and Prakash Mondal.

Criterion -4 Infrastructure and Learning Resources will be overseen by Prosanta Barman along with Partha Modak, Amar Das, Subhasish Mandal and Prasanta Das.

Criterion 5 Student Support and Progression will be overseen by Bharat Chandra Dalui (Convener) with Priyanka Roy, Suraj Sarkar, Biswajit Hansda and Barun Mondal.

Criterion 6 Government, Leadership and Management will be overseen by IQAC Coordinator along with the Head Clerk, Teacher Council Secretary, Swati Chatterjee and Siddharth Maji.

Criteria on 7 Institutional Values and Best Practices will be looked after by Subhajit Sanyal (Convener) along with Indrani Ray, Saptarshi Biswas, Anindita Singha Roy and Koushik Sarkar.

The principal may also co-opt other teacher as and when necessary for the above work.

Agenda 7: Discuss Qualitative and Quantitative Parameters according to the guidelines of NAAC

The IQAC Coordinator requests to all members that they are read out the guidelines of NAAC criteria and visit the NAAC Portal frequently. All members agreed to search the guidelines of NAAC Criteria.

Agenda 8: Miscellaneous

Principal proposes to make a policy for the guardian representative group and also create a WhatsApp group with all guardian representatives. Coordinator says Prof. Dulal Sarkar will do the job immediately.

The principal also proposes written Code of Conduct will be displayed in the college premises openly and he also says to the Coordinator to look after in this proposal.

The meeting ended with both of thanks to the chair.

NSGSKAR
Principal
Katwa College *28/02/2024*

**Principal
Katwa College**


Coordinator *28/2/24*
IQAC, Katwa College

**Coordinator
IQAC
Katwa College**



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Estd: 14.01.2016

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN- 713 130, India

Ref. No: KCIQAC/NOTICE/23-24/6

Date: 15.04.2024

Notice

An IQAC body meeting will be held on **23.04.2024** (Tuesday) at 1.00 pm in the IQAC Room to discuss the following agenda:

1. To read and confirm the last meeting dated 28.02.2024
2. Preparation and Submission of AQAR 2023-24
3. Preparation of IIQA and SSR and submission to NAAC
4. College 360° Map
5. AQAR review notice by NAAC
6. Feedback issues
7. Miscellaneous

All members are requested to attend the meeting positively.

NS Sarkar
Dr. Nirmalendu Sarkar
Principal
Katwa College
Principal
Katwa College

15/04/2024



Utpal Das
Convener
IQAC, Katwa College

Coordinator
IQAC
Katwa College

Notice Ref. No: KCIQAC/NOTICE/23-24/ 6 Dated- 15.04.2024

IQAC Meeting Held on – 23.04.2024 at 1.00 PM in the IQAC Room

Signature of Present Members

Sl. No.	Name	Signature
1	Dr. Nirmalendu Sarkar (Principal)	16/04/2024 23/04/2024
2	Utpal Das (Coordinator)	Utpal Das
3	Sri Tarasankar Ghosh (Dy. Magistrate & Collector)	
4	Dr. Pareshnath Banerjee	Dr. Pareshnath Banerjee
5	Sri Suphal Rajwar	Suphal Rajwar
6	Dr. Bibhas Chandra Saha	B. Saha
7	Sri Rabiranjana Sen	Rabiranjana Sen
8	Dr. Bharat Chandra Dalui	B. Dalui
9	Sri Shbhajit Sanyal	Subhajit Sanyal
10	Sri Dulal Sarkar	Dulal Sarkar
11	Sri Prosanta Barman	P. Barman
12	Bankim Chandra Ghosh	Bankim Ch. Ghosh
13	Sri Asit Kumar Mondal	Asit Kumar Mondal
14	Sri Prasanta Kumar Das	
15	Sri Sourasubhra Pandit	Sourasubhra Pandit



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(iqackatcoll@gmail.com) Estd: 14.01.2016

P.O.: Katwa, Dist.: PurbaBardhaman, West Bengal, PIN- 713 130, India

IQAC RESOLUTION

The following resolutions are taken by the Internal Quality Assurance Cell of Katwa College in its meeting held on 23.04.2024 at 1.00 PM in the Principal Chamber.

Dr. Nirmalendu Sarkar, Principal and Chairperson of IQAC preside over the meeting.

Agenda 1: Read and confirmed the previous meeting 28.02. 2024

The IQAC coordinator reads the resolution of the previous meeting held on 28.02.2024 and it is confirmed unanimously without any change.

Agenda 2: Preparation and Submission of AQAR 2023-24

The Coordinator reports that AQAR 2023-24 will be submitted with in June, 2024. All members accept this proposal.

Agenda 3: Preparation and Submission of IIQA and SSR to NAAC

The IQAC Coordinator says that IIQA and SSR will be submitted with AQAR 2023-24 in the old format of NAAC. All members accept this proposal. Principal says that the coordinator will give a prayer to the Governing Body, Katwa College in this regard as soon as possible.

Agenda 4: 360° Map of Katwa College

The IQAC Coordinator says that as per the requirement of the NAAC we should prepare the 360° Map of our college in the digital format for the college's website and in the printing format for the display board. The Principal asks about the cost and the expert agency of the 360° Map. The IQAC Coordinator says that we will collect information about this matter. Due to financial matter the Principal says that after the proper investigation the coordinator will give a proposal to the Governing Body, Katwa College in the regard of the 360° Map. Then The IQAC Coordinator accepts the order of the Principal.

Agenda 5: AQAR review notice from NAAC

The IQAC Coordinator says that we received a review notice on AQAR 2022-23 from NAAC and methodically the appropriated answers have been submitted within due date. The Principal and all members appreciates this work.

Agenda 6: Feedback Issues

During the session feedback from all stakeholders successfully collected and analysed. After that report of the feedback submitted to the University of Burdwan and it also uploaded in the College Website.

Agenda 7: Miscellaneous

Principal proposes that as we are going to NAAC process with this data. So all members are requested to active seriously.

The meeting ended with both of thanks to the chair.

NSC/2024
Principal
Katwa College
23/04/2024
Principal
Katwa College


Coordinator
IQAC, Katwa College
Coordinator
IQAC
Katwa College