

A meeting of the IQAC will be held on 03.06.2023 at 4p.m. in the Principal's chamber. All members are requested to attend the meeting and make it a success.

Agenda:

1. Formation of IQAC ( W. ef. 01.06.2023- 31.05.2026)

Rituparna Basak (Dasgupta)  
Dr. Rituparna Basak (Dasgupta) 3. 6. 23

Coordinator, IQAC  
Siliguri B.Ed. College

Coordinator, IQAC  
Siliguri B.Ed. College

## Meeting 15

IQAC Formation (2023-2026)

The new IQAC formation meeting for 2023-24 to 2025-2026 was held on 05.06.2023 at 2 p.m. in the Principal's chamber. Following members were present -

1. Dr. Sarm
2. Prasanna Roy
3. Nita Mitra
4. Tantra Das
5. Nityamal Mandal
6. Suman Das
7. Chh
8. Sadan Shaw
9. Rituparna Basak (Dasgupta)
10. Puja Sinha

Agenda : Formation of IQAC (W.e.f. 01.06.2023-31.05.2026)

The house agree to that the next term of the coordinators, IQAC goes to Dr. Rituparna Basak (Dasgupta), Associate Prof. for next three sessions i.e. from 01.06.2023 to 31.05.2026. Dr. N.G. Mandal proposes her name and Dr. S. Das seconds that. All members present accept the proposal unanimously.

Puja Sinha, 2nd semester trainee is included as student representative in IQAC.

Mr. Prasanna Roy, member of GB is included as management representative.



Dr. Dasgupta 5.6.23  
Coordinator, IQAC  
Silliguri B.Ed. College


Dr. Sarm  
Principal 05-06-2023  
Silliguri B.Ed. College  
PAGE

A meeting of the IQAC will be held on 15.07.2023 at 4 p.m. in the Principal's chamber. All members are requested to attend the meeting and make it a success.

Agenda:

1. Confirmation of the meeting minutes dated 05.06.2023
2. To discuss about upcoming NAAC related work and preparation of an effective work plan.

Rituparna Basak (Dasgupta)  
Dr. Rituparna Basak (Dasgupta) 15.7.23  
Coordinator, IQAC  
Siliguri B.Ed. College





A meeting of IOAC was held on 18.07.2023 at 3.30 p.m. in the Principal's chamber to discuss some urgent issues. Following members were present -

1. P. Somu
2. Prafulla K. Roy
3. Nita-Neha
4. ~~Pradyumn Kumar~~
5. Sagar Shrivastava
6. ~~P. S. S.~~
7. Souven Das
8. ~~P. S.~~
9. Rituparna Basak (Assistant)

Agenda : Confirmation of the meeting minutes dated 05.06.2023

R. Read and confirmed.

Agenda : To discuss about upcoming NAAC related work and preparation of an effective work plan.

R. Following matters were discussed and decisions were taken accordingly -

- Based on the recommendations made by the Purchase Subcommittee dated 10.01.2023 IOAC strongly approves the list of items to be purchased immediately and following the official procedure.

- i) Wheel chair
- ii) Scale charger harmonium
- iii) Flannel board for teachers' common room

- iv) Name plates
- v) Vending Machine
- vi) Vermicompost pit
- vii) 2 Almirahs for keeping records of IQAC and Placement cell
- viii) Heavy curtains for computer lab

• Maintenance of Campus

- i) Painting of Hostel (outside walls)
- ii) One gardener on weekly and temporary basis to be hired to take care of plants
- iii) Canteen
- iv) Maintenance of trees
- v) Demarkation of medicinal plant bed

These works needs to be done on an urgent basis.

• Misc. NIL

The meeting ended with a vote of thanks to the chair.

Rituparna Banarjee (Secretary)  
18.7.20

Coordinator, IQAC  
Silliguri B.Ed. College



*[Signature]*  
18-07-2019



DATE

A meeting of the IQAC will be held on 12.09.2023 at 4 p.m. in the Principal's chamber. All members are requested to attend the meeting and make it a success.

Agenda:

1. Confirmation of the meeting minutes dated 18.07.2023
2. To discuss about the present status of IQAC
3. Collecting materials for SSR

Rituparna Basak (Dasgupta) 12.9.23

Coordinator, IQAC  
Siliguri B.Ed. College



A meeting of IBAC was held on 14.09.2023 at 4 P.m. in the Principal's chamber to discuss some important issues.

Following members were present:

1. Prafulla Kr. Roy
2. P. Sanyal
3. Rituparna Dasak (Barboph)
4. Nita Mishra
5. Nityanand Mishra
6. ~~Sudhakar Das~~
7. ~~K. D.~~
8. Rakha Handi
9. Soma Das
10. Puja Sinha
11. Nisanta Saha.

Agenda 1. Confirmation of the meeting minutes dated 18.7.23

Resolved that - read and confirmed.

Agenda 2. To discuss about the present status of IIA

Resolved that IIA has been submitted successfully but not accepted yet. IBAC is keeping watch on it. As soon as it gets accepted further work plan will be framed.

Agenda 3. Collecting materials for SSR

Resolved that it is expected that IIA will be accepted soon. In this situation all paperwork and documentation of last 5 years i.e. the assessment period are to be collected and record keeping to be done carefully and meticulously



so that SCR can be prepared properly as soon as IBA gets accepted

Agenda 4. Quality initiatives planning for 2023-24

Resolved that as per reporting of the coordinator some initiatives have already taken place as follows :

- Special lecture and motivational talk by noted Alumni, Tuhin Subhra Mondal, Dr. Pratif Kr. Basu, Subrata Dalta, Swami Ghosh, Rudra Sanyal etc. on Environmental hazards, awareness and role of education for environmental awareness.
- Plantation on ground (college) by alumni and existing trainees.
- Spl. lecture on International Yoga Day by Swami
- Social Awareness on "Dengue Prevention & Domestic Waste Management" on 28th Aug, 2023,
- Spl. talk by Pradhan (A.G.P.) and President (GB)
- College's own book publication on 28th Aug, 2023
- 2 free health check ups (one with Katigan Block Health Centre, another with Desun hospital)
- ~~Discussion of state changes~~

However Coordinator requested all members to think and suggest more quality initiatives.

Misc. NIL

The meeting ended with a vote of thanks to the chair

Rituparna Bhowmik (Secretary)  
12-09-23  
CLASSMATE Coordinator, IQAC  
Silliguri B.Ed. College



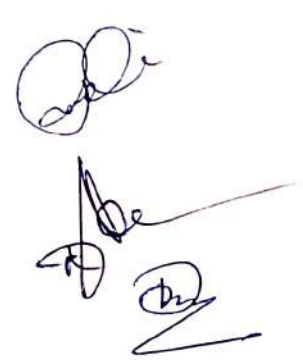


A meeting of the IQAC will be held on 22.11.23 at 4 p.m. in the Principal's chamber. All members are requested to attend the meeting and make it a success.


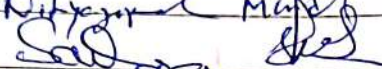
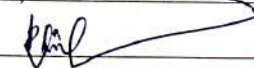
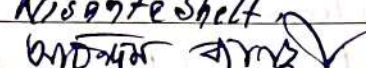
Agenda:

1. Confirmation of the meeting minutes dated 14.09.23
2. To report about the current status of SSR submission
3. Future course of action

Rituparna Basak (Dasgupta) 22.11.23  
Dr. Rituparna Basak (Dasgupta)  
Coordinator, IQAC  
Siliguri B.Ed. College  
Siliguri B.Ed. College



A meeting of the IBAC was held on 24.11.23 at 4 p.m. in the Principal's room to discuss about some important issues about immediate and future course of action. Following members were present -

1. 
2. Mr. Mittal
3. Kishore Kumar
4. Same Das
5. Nityanand Mishra
6. 
7. Kamesh Datta
8. Ratna Handi
9. 
10. Nishant Shetty
11. 

Agenda 1. Confirmation of the meeting minutes dated 14.9.23

R. Read & confirmed.

Agenda 2. To report about the current status of SSR submission

R. The IBAC coordinator reported that SSR has been submitted to NAAC portal successfully on 02.11.23. The first phase of payment has been done also successfully. IQA acceptance date is 22.09.2023

Agenda 3. Future course of action

R. Resolved that the college has completed some of the mandatory procedures like 1st phase of payment at the time



of submission of SSR.

- Student Satisfaction Survey has been completed by NAAC. It was started on 06.11.23. ~~and~~ 30% response was recorded by NAAC.

#### Agenda 4. Upcoming activities

Resolved that <sup>as</sup> normal and regular activities after puja vacation <sup>are</sup> going on, TCS and Academic Coordinator are requested to frame academic and co-curricular activities as per univ. calendar and institutional planning. All faculty members are requested to complete the syllabus and other assigned tasks as early as possible.

- Misc.
- Handwash to be kept in the girls' common room and boys' ~~common~~ washroom
  - Vending machine to be fixed on the wall of girls' common room.
  - Regular sweeping should be improved.
  - Plantation in pots (season flowers) should be started.

The meeting ended with a vote of thanks to the Chair.

Ritiparna Basak (Chairperson)

24.11.23

Coordinator, IQAC  
Siliguri B.Ed. College





24-11-23

classmate

A meeting of ISAC was held on 31.01.2024 at 4 p.m. in the Principal's Chamber to discuss some important and urgent issues related NAAC visit. Following members were present:

1. ~~Dr. [Signature]~~
2. Mr. [Signature]
3. Rituparna Barua
4. Nityajal Mondal
5. [Signature]
6. Soma Das
7. Ratna Mondal
8. Kamal Datta
9. [Signature]
10. Nisanta Chatterjee
11. Puja Sinha
12. Anu Barua

Agenda - 1. Confirmation of the meeting minutes dated 24.11.23

R. Read & confirmed

~~Agenda - 2~~  
NAAC VISIT  
The college received mail from NAAC according to which the visit schedule has been finalised on 27th and 28th February, 2024. Coordinator is requested to make all necessary arrangements so that all work may be done properly and smoothly.

A full work <sup>Plan</sup> to be prepared along with a budget to be placed at GB meeting.

Workload is to be divided under various heads like cultural, beautification, Welcome, reception, food, transportation etc.



Agenda 3. Utilization of Furniture Grant and Building Grant

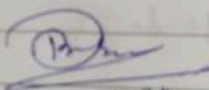
R. Furniture Grant as received from Govt. and Building Grant from ~~MP~~ MP fund to be utilized properly. For this GB's guidance and approval are required.

Misc. NIL.

The meeting ended with a vote of thanks to the chair.

Rituparna Basak (classmate)  
31.01.24

Coordinator, IQAC  
Siliguri B.Ed. College

  
31-01-24



## Meeting - 20

DATE

A meeting of the IBAC was held on 05.04.2024 at 1 P.m. in the college IBAC room. Following members were present-

1. ~~Pooja~~ <sup>Pratima</sup>
2. Nila Mitra
3. Nityagopal Mondal
4. Sadan Sheethal
5. Ratna Handi
6. Pooja Sinha
7. ~~Prati~~
8. Nibanta Sheth
9. ~~Prati~~ <sup>Prati</sup>
10. Kanak Jais
11. Ritiparna Basal (Secretary)
12. ~~Prati~~ <sup>Prati</sup>

Agenda 1. Confirmation of the meeting minutes dated 31.01.24.

→ Read and confirmed.

Agenda 2. Reporting and reviewing NAAC visit and feedback

R. IBAC Coordinator reported that NAAC peer team visit took place on 27th & 28th Feb. 2024 successfully and the college has been re-accredited with B++ grade in its 3rd cycle. The details of the grade card has been displayed and analyzed <sup>to</sup> the team members. The areas where improvement or additions are required, have been identified and probable initiatives have been discussed.

Coordinator was requested to go through the expenditure under various heads incurred for NAAC preparation and visit.

Accordingly the activities and events are to be carefully planned for coming years.



Agenda 3. Reporting about research, seminars and other upcoming events

Resolved that UHC-CARE listed journal publications and other research work are to be given utmost priority. Coordinator is requested to prepare a proposal based on NAAC feedback ~~and~~ applying for financial assistance in such publication. Coordinator reported that one seminar proposal by Dr. N. Mitra has been approved by ICSSR and work plan will be prepared after getting the final approval.

Agenda 4. Preparing a work plan based on NAAC feedback.

Resolved that following matters are to be processed in the form of work plan -

1. To start a value added course - members are requested to reflect on it and submit proposals in the next meeting.
2. To start staff welfare means - Secy, Staff Council is requested to look into it
3. To conduct literary drive program - Dr N. Mitra and S. Shaikh are requested to supervise the program (for 1st Sem only)
4. To prepare PLO/CLO following UHC guidelines. Coordinator is requested to orient others for the same so that proper PLO & CLO can be framed

Misc. - Regular cleaning of the lab, need to be emphasized.

The meeting ended with a vote of thanks to the chair.

Rituparna Basak (Secretary)

05.04.2024

classmate

Coordinator, IQAC  
Siliguri B. Ed. College



*(Signature)*

05-04-24

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