



BELDA COLLEGE

(Re-accredited & Graded 'B' by NAAC)

Belda :: Paschim Medinipur :: 721424 :: W.B.

Date: 07.07.2017

IQAC MEETING NOTICE

The 44th Meeting of the IQAC of Belda College has been slated to be held on 14.07.17 at 2 p.m. in the chamber of the Principal to transact the following items of business. All members are requested to attend the meeting.

Members of IQAC:

1. Dr. Manabendra Mondal, Principal & Chairman (IQAC)
2. Dr. Asit Panda, Dept. of English & Co-ordinator (IQAC)
3. Prof. Debanjan Das, Dept. of Bengali & M R Member (IQAC)
4. Dr. Lipika Mandal, Dept. of Geography & Faculty Member (IQAC)
5. Dr. Jayanta Mukherjee, Dept. of English & Faculty Member (IQAC)
6. Dr. Deepak Paswan, Dept. of Physical Education & Faculty Member (IQAC)
7. Prof. Anandamay Sinha, Dept. of Economics & Faculty Member (IQAC)
8. Dr. Mukesh Pradhan, Dept. of Physics & Faculty Member (IQAC)
9. Dr. Sreetama Mishra, Asst. Professor, Dept. of Philosophy & Faculty Member (IQAC)
10. Sri Madhab Mishra, Librarian & Member (IQAC)
11. Sri Arunava Sarkar, Senior Administrative Officer & Member (IQAC)
12. Sri Gopinath Bhunia, Senior Administrative Officer & Member (IQAC)
13. Sri Subhendu Bhanja, Administrative Staff Member (IQAC)
14. Dr. Subikash Jana, Principal (Deshapran Mahavidyalay) & Employer Member (IQAC)
15. Sri Gundamohan Gandhi, Industrialist Member (IQAC)
16. Sri Avijit Kumar Sahani, Alumni Member (IQAC)
17. Sri Sanjib Patra Students' Representative & Member (IQAC)
18. Sri Duarkaprasad Khandelwal, Local Society Representative & Member (IQAC)
19. Sri Gouri Sankar Patra, Nominee from Parents & Member (IQAC)

Agenda:

1. Confirmation of the Minutes of the 43rd Meeting of the IQAC of Belda College held on 26th May, 2017.
2. Induction Meeting at the beginning of Academic Session.
3. Purchase of Reference books for Central Library.
4. MOUs with Industry, NGOs and various Colleges of our State for Faculty Exchange, Research, Students' Skill Development, Staff Training, Job Training, Community Development Programs, Collaborative and Extension Activities etc.
5. Introduction of Add-on /Certificate/Value-added courses.
6. Recruitment of Guest Teachers.
7. Purchase of Computer.
8. Purchase of Laboratory equipment for Dept. of Physics.
9. Initiative for purchasing of Server, Computer etc. and installation of Biometric Attendance System.
10. Teachers' Promotion under CAS.
11. Preparation of Academic Calendar.
12. Organization of Educational Tour with Subsidy for Staff and Students.
13. Miscellaneous.

Dr. M. Mondal

Principal, Belda College
Principal & Chairman
Internal Quality Assurance Cell (IQAC)
Belda College
Belda, Paschim Medinipur

Minutes of the 44th Meeting of Internal Quality Assurance Cell (IQAC) of Belda College

The 44th Meeting of the IQAC of Belda College was held on 14.07.17 at 2 p.m. in the chamber of the Principal, Belda College.

Members present:

1. Dr. Manabendra Mondal, Principal & Chairman (IQAC) *M. Mondal*
2. Dr. Asit Panda, Dept. of English & Co-ordinator (IQAC) *Asit Panda*
3. Prof. Debanjan Das, Dept. of Bengali & M R Member (IQAC) *Debanjan Das*
4. Dr. Lipika Mondal, Dept. of Geography & Faculty Member (IQAC) *Lipika Mondal*
5. Dr. Jayanta Mukherjee, Dept. of English & Faculty Member (IQAC) *Jayanta Mukherjee*
6. Dr. Deepak Paswan, Dept. of Physical Education & Faculty Member (IQAC) *Deepak Paswan*
7. Prof. Anandamay Sinha, Dept. of Economics & Faculty Member (IQAC) *Anandamay Sinha*
8. Dr. Mukesh Pradhan, Dept. of Physics & Faculty Member (IQAC) *Mukesh Pradhan*
9. Dr. Sreetama Mishra, Asst. Professor, Dept. of Philosophy & Faculty Member (IQAC) *Sreetama Mishra*
10. Sri Madhab Mishra, Librarian & Member (IQAC) *Madhab Mishra*
11. Sri Arunava Sarkar, Senior Administrative Officer & Member (IQAC) *Arunava Sarkar*
12. Sri Gopinath Bhunia, Senior Administrative Officer & Member (IQAC) *Gopinath Bhunia*
13. Sri Subhendu Bhanja, Administrative Staff Member (IQAC) *S. Bhanja*
14. Dr. Subikash Jana, Principal (Deshapran Mahavidyalay) & Employer Member (IQAC) *Subikash Jana*
15. Sri Gundamohan Gandhi, Industrialist Member (IQAC) *G. H. Gandhi*
16. Sri Avijit Kumar Sahani, Alumni Member (IQAC) *Avijit Kumar Sahani*
17. Sri Sanjib Patra Students' Representative & Member (IQAC) *Sanjib Patra*
18. Sri Duarkaprasad Khandelwal, Local Society Representative & Member (IQAC) *D. P. Khandelwal*
19. Sri Gouri Sankar Patra, Nominee from Parents & Member (IQAC) *Gourishankar Patra*

The IQAC Coordinator welcomed the Chairman of IQAC Dr. Manabendra Mondal as well as other new members for the 44th Meeting of the IQAC. Dr. Manabendra Mondal, the Chairman-IQAC also extended a personal welcome to all the members of the IQAC. The IQAC also recorded its appreciation for the contributions made by the outgoing members of the IQAC and requested the Coordinator to send them appreciation letter. The Chairman-IQAC requested members for self-introduction and asked the Coordinator to start the proceedings.

Item No. 1: Confirmation of the Minutes of the 43rd Meeting of the IQAC of Belda College held on 26th May, 2017.

The IQAC Coordinator read out the proceedings of the previous meeting and it was resolved unanimously that the proceedings be confirmed.

Item No. 2: Induction Meeting at the beginning of Academic Session.

Resolved that the HoDs of various Departments be requested to organize Induction Meeting for 1st Year/ 1st Sem Students of various programs before the beginning of their classes to make them familiar with the history and heritage of the College, rules and regulations, code of conduct, support services, syllabus, scopes/outcomes/possibilities of the program/course etc.

Item No. 3: Purchase of Reference books for Central Library.

Resolved that following the requirements of the Curriculum & suggestions of the Library Committee as well as feedback received from the students and HoDs of various Departments, measures be taken to purchase Reference Books in Bengali, History, Physics, Philosophy etc. and Journals of different Subjects. Also resolved that the Librarian be requested to continue subscriptions of Journals and INFLIBNET membership by the College.

Item No. 4: MOUs with Industry, NGOs and various Colleges of our State for Faculty Exchange, Research, Students' Skill Development, Staff Training, Job Training, Community Development Programs, and Collaborative and Extension Activities etc.

Resolved that initiatives be taken to create linkage in this academic year by signing MoUs with Industry, NGOs and various Colleges of our State for Faculty Exchange, Research, Students' Skill Development, Staff Training, Job Training, Community Development Programs and Collaborative and Extension Activities etc.

Item No. 5: Introduction of Add-on /Certificate/Value-added courses.

Considering the demands of various stakeholders and to ensure the employability of the students in the competitive Job Market, it was resolved that initiatives be taken by the respected Principal to introduce Certificate Course in (1) Computer Basics & (2) GST & Income Tax & Value-added course on Yoga in collaboration with outside agencies in the current Academic Year.

Item No. 6: Recruitment of Guest Teachers.

Resolved that the respected Principal be requested to take appropriate measures for the appointment of Guest Teachers in subjects such as Nutrition, Physics, Zoology, Botany, History, Yoga etc. considering the requirements of the Departments so that Teacher-Student Ratio in such Departments could be enhanced.

Item No. 7: Purchase of Computer.

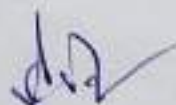
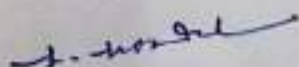
Resolved that the respected Principal be requested to purchase some more computers to facilitate the functioning of college office and departments.

Item No. 8: Purchase of Laboratory equipment for Dept. of Physics.

As per the requirements placed by the Department of Physics, it was resolved that the respected Principal be requested to purchase some Laboratory equipment for the Dept. of Physics.

Item No. 9: Initiative for purchasing of Server, Computer etc. and installation of Biometric Attendance System.

Resolved that the respected Principal be requested to invite quotation through E-tender from reputed bidders for purchase of Server, Computer, and Biometric Attendance etc.



Item No. 10: Teachers' Promotion under CAS.

In this item of business, the IQAC checked the applications of 19 teachers for promotion under Career Advanced Scheme and finding them eligible, requested the Principal to take appropriate measures for their promotion.

Item No. 11: Preparation of Academic Calendar.

Resolved that initiative be taken by the IQAC to prepare a tentative Academic Calendar for the current academic year (2017-18) following the Academic Calendar supplied by the affiliating University and the same be followed for admission in Semesters, commencement of classes, internal evaluations, teaching days, organization of events, and various other academic and cultural activities in the college.

Item No. 12: Organization of an Educational Tour with Subsidy for Staff and Students.

In this item of business, the feasibility of organization of an Educational Tour in October/November at Amritsar, Khajiar, Dharamsala etc. with 50 percent subsidy for the students and attending teaching and office staff was considered. The Principal was authorized to do the needful.

Item No. 13: Miscellaneous.

Nil

As there was no other matter for discussion, the meeting concluded with a vote of thanks to the Chair.

Minutes approved by

M. Mondal

14/07/17

Dr. Manabendra Mondal

Chairperson, IQAC

mondalprincipal@gmail.com

Principal & Chairperson

Internal Quality Assurance Cell (IQAC)

Belda College

Belda, Paschim Medinipur

Minutes prepared by

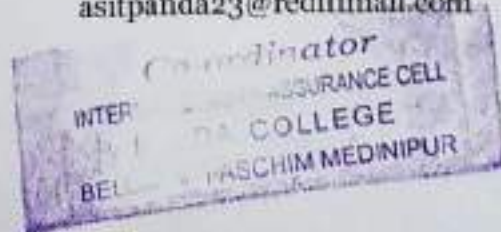
Asit Panda

14/07/17

Dr. Asit Panda

Coordinator, IQAC

asitpanda23@rediffmail.com





BELDA COLLEGE

(Re-accredited & Graded 'B' by NAAC)
Belda :: Paschim Medinipur :: 721424 :: W.B.

Date: 15.09.2017

IQAC MEETING NOTIFICATION


This is for information of all concerned that the 45th Meeting of the IQAC of Belda College will be held on 20.09.17 at 3 p.m. in the chamber of the Principal to discuss the following agenda. All members are cordially invited to attend the meeting.

Members of IQAC:

1. Dr. Manabendra Mondal, Principal & Chairman (IQAC)
2. Dr. Asit Panda, Dept. of English & Co-ordinator (IQAC)
3. Prof. Debanjan Das, Dept. of Bengali & M R Member (IQAC)
4. Dr. Lipika Mondal, Dept. of Geography & Faculty Member (IQAC)
5. Dr. Jayanta Mukherjee, Dept. of English & Faculty Member (IQAC)
6. Dr. Deepak Paswan, Dept. of Physical Education & Faculty Member (IQAC)
7. Prof. Anandamay Sinha, Dept. of Economics & Faculty Member (IQAC)
8. Dr. Mukesh Pradhan, Dept. of Physics & Faculty Member (IQAC)
9. Dr. Sreetama Mishra, Asst. Professor, Dept. of Philosophy & Faculty Member (IQAC)
10. Sri Madhab Mishra, Librarian & Member (IQAC)
11. Sri Arunava Sarkar, Senior Administrative Officer & Member (IQAC)
12. Sri Gopinath Bhunia, Senior Administrative Officer & Member (IQAC)
13. Sri Subhendu Bhanja, Administrative Staff Member (IQAC)
14. Dr. Subikash Jana, Principal (Deshapran Mahavidyalay) & Employer Member (IQAC)
15. Sri Gundamohan Gandhi, Industrialist Member (IQAC)
16. Sri Avijit Kumar Sahani, Alumni Member (IQAC)
17. Sri Sanjib Patra, Students' Representative & Member (IQAC)
18. Sri Duarkaprasad Khandelwal, Local Society Representative & Member (IQAC)
19. Sri Gouri Sankar Patra, Nominee from Parents & Member (IQAC)

Agenda:

1. Confirmation of the Minutes of the 44th Meeting of the IQAC of Belda College held on 14.07.17.
2. Strengthening and monitoring of the activities of different cells/units of the College.
3. Motivating Teachers for participation in Faculty Development Program organized by various Academic Staff Colleges.
4. Development of MIS Modules.
5. Initiative for introduction of Bulk SMS system and new Format of Students' Identity Card.
6. Issuance of Salary Slip to the Employees from College Office.
7. Miscellaneous.


Dr. M. Mondal
Principal, Belda College

Principal & Chairperson
Internal Quality Assurance Cell (IQAC)
Belda College
Belda, Paschim Medinipur

Minutes of the 45th Meeting of Internal Quality Assurance Cell (IQAC) of Belda College

The 45th Meeting of the IQAC of Belda College was held on 20th September, 2017 at 3 p.m. in the chamber of the Principal.

A. Members present:

1. Dr. Manabendra Mondal, Principal & Chairman (IQAC) *M. Mondal*
2. Dr. Asit Panda, Dept. of English & Co-ordinator (IQAC) *Asit Panda*
3. Prof. Debanjan Das, Dept. of Bengali & M R Member (IQAC) *Debanjan Das*
4. Dr. Lipika Mondal, Dept. of Geography & Faculty Member (IQAC) *Lipika Mondal*
5. Prof. Anandamay Sinha, Dept. of Economics & Faculty Member (IQAC) *Anandamay Sinha*
6. Dr. Mukesh Pradhan, Dept. of Physics & Faculty Member (IQAC) *Mukesh Pradhan*
7. Dr. Sreetama Mishra, Asst. Professor, Dept. of Philosophy & Faculty Member (IQAC) *Sreetama Mishra*
8. Sri Madhab Mishra, Librarian & Member (IQAC) *Madhab Mishra*
9. Sri Arunava Sarkar, Senior Administrative Officer & Member (IQAC) *Arunava Sarkar*
10. Sri Gopinath Bhunia, Senior Administrative Officer & Member (IQAC) *Gopinath Bhunia*
11. Sri Subhendu Bhanja, Administrative Staff Member (IQAC) *S. Bhanja*
12. Dr. Subikash Jana, Principal (Deshapran Mahavidyalay) & Employer Member (IQAC) *Subikash Jana*
13. Sri Gundamohan Gandhi, Industrialist Member (IQAC) *Gundamohan Gandhi*
14. Sri Avijit Kumar Sahani, Alumni Member (IQAC) *Avijit Kumar Sahani*
15. Sri Sanjib Patra, Students' Representative & Member (IQAC) *Sanjib Patra*
16. Sri Duarkaprasad Khandelwal, Local Society Representative & Member (IQAC) *Duarkaprasad Khandelwal*
17. Sri Gouri Sankar Patra, Nominee from Parents & Member (IQAC) *Gouri Sankar Patra*

B. The following members could not attend the meeting due to other engagements:

1. Dr. Jayanta Mukherjee, Dept. of English & Faculty Member (IQAC)
2. Dr. Deepak Paswan, Dept. of Physical Education & Faculty Member (IQAC)

At the very outset, Dr. Asit Panda, the IQAC Coordinator of Belda College extended warm welcome to all the members and requested Dr. Manabendra Mondal, the Principal & Chairman-IQAC to chair the session. The Chairman-IQAC welcomed the members and asked the Coordinator to start the proceedings.

Item No. 1: Confirmation of the Minutes of the 44th Meeting of the IQAC of Belda College held on 14.07.17.

Minutes confirmed.

Item No. 2: Strengthening and monitoring of the activities of different cells/units of the College.

In this item of business, the Principal reported on the activities of various cells and units like NCC, NSS, Eco-Club, Health Unit, BCWC, Research Committee, Placement & Career Counselling Cell, Grievance Redressal Cell, Disciplinary Subcommittee, Personal & Psychological Counselling Cell, Anti-Ragging Committee, Hostel Committee, Admission Committee, Library Committee etc. in the previous academic session. The members present were of the opinion that the activities of such cells/units be closely monitored and supported by the IQAC.

Item No. 3: Motivating Teachers for participation in Faculty Development Program organized by various Academic Staff Colleges.

Resolved that the Faculty Members be motivated by the IQAC for participation in Faculty Development Programs organized by UGC ASC and other Institutions. Also resolved that the IQAC Coordinator and the Principal be requested to provide all sorts of cooperation like signing the application letter, issuing permission letter, granting O.D. Leave etc. to the concerned faculty in this connection.

Item No. 4: Development of MIS Modules.

Resolved that initiative be taken to develop the MIS available in the college by introducing Cloud-based Software with the help of Affinity Infosoft, Kolkata for developing Student Module, Faculty Module, and Feedback Module etc.

Item No. 5: Initiative for introduction of Bulk SMS system and new Format of Students' Identity Card.

Resolved that initiative be taken by the College Authority to introduce Bulk SMS system and new Format of Students' Identity Card with the help of *Web Dunia* (Contai), an IT Solution Providing Organization.

Item No. 6: Issuance of Salary Slip to the Employees from College Office.

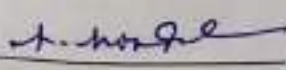
In this item of business, satisfying the demand of the employees of the college, it was resolved that affirmative steps be taken by the Principal to issue Salary Slip to the Employees every month.

Item No. 7: Miscellaneous.

Nil.

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

Minutes approved by


20/09/17
Dr. Manabendra Mondal
Chairperson, IQAC
mondalprincipal@yahoo.co.in

Minutes prepared by


20/09/17
Dr. Asit Panda
Coordinator, IQAC
asitpanda23@rediffmail.com



BELDA COLLEGE

(Re-accredited & Graded 'B' by NAAC)
Belda :: Paschim Medinipur :: 721424 :: W.B.

Date: 13.11.2017

IQAC MEETING NOTICE

The 46th Meeting of the IQAC of Belda College has been slated to be held on 20.11.17 at 1 p.m. in the IQAC room to discuss the following agenda. All members are requested to make it convenient to attend the meeting.

Members of IQAC:

1. Dr. Manabendra Mondal, Principal & Chairman (IQAC)
2. Dr. Asit Panda, Dept. of English & Co-ordinator (IQAC)
3. Prof. Debanjan Das, Dept. of Bengali & M R Member (IQAC)
4. Dr. Lipika Mondal, Dept. of Geography & Faculty Member (IQAC)
5. Dr. Jayanta Mukherjee, Dept. of English & Faculty Member (IQAC)
6. Dr. Deepak Paswan, Dept. of Physical Education & Faculty Member (IQAC)
7. Prof. Anandamay Sinha, Dept. of Economics & Faculty Member (IQAC)
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9. Dr. Sreetama Mishra, Asst. Professor, Dept. of Philosophy & Faculty Member (IQAC)
10. Sri Madhab Mishra, Librarian & Member (IQAC)
11. Sri Arunava Sarkar, Senior Administrative Officer & Member (IQAC)
12. Sri Gopinath Bhunia, Senior Administrative Officer & Member (IQAC)
13. Sri Subhendu Bhanja, Administrative Staff Member (IQAC)
14. Dr. Subikash Jana, Principal (Deshapran Mahavidyalay) & Employer Member (IQAC)
15. Sri Gundamohan Gandhi, Industrialist Member (IQAC)
16. Sri Avijit Kumar Sahani, Alumni Member (IQAC)
17. Sri Sanjib Patra, Students' Representative & Member (IQAC)
18. Sri Duarkaprasad Khandelwal, Local Society Representative & Member (IQAC)
19. Sri Gouri Sankar Patra, Nominee from Parents & Member (IQAC)

Agenda:

1. Confirmation of the Minutes of the 45th Meeting of the IQAC of Belda College held on 20.09.17.
2. To place IQAC Action Taken Report: 2016-17.
3. Improvement of Facilities in Health Unit.
4. Creation of Posts of Assistant Professors in various subjects in favour of Belda College as per Govt. G.O. of 2017.
5. Organization of Training Program for Teachers and Office Staff.
6. Initiative for Green Audit & Energy Audit.
7. Initiative for Academic Audit & Administrative Audit.
8. Organization of Seminars/Conferences by Departments.
9. Holding of Annual Function.
10. Analysis of the Results of the Students of different Years/ Semesters appearing in the Final Examinations of different courses.
11. Support for Project works and organization of Field Trips/Field Study for students by Dept. of Geography, Dept. of Bengali, Dept. of Santali and certain departments of Science Stream.
12. Miscellaneous.


Dr. M. Mondal

Principal, Belda College

Principal & Chairperson

Internal Quality Assurance Cell (IQAC)

Belda College

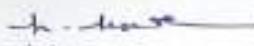
















Belda, Paschim Medinipur

13/11/17

Minutes of the 46th Meeting of Internal Quality Assurance Cell (IQAC) of Belda College

The 46th Meeting of the IQAC of Belda College was held on 20th November, 2017 at 1 p.m. in the IQAC Room, Belda College.

A. Members present:

1. Dr. Manabendra Mondal, Principal & Chairman (IQAC) 
2. Dr. Asit Panda, Dept. of English & Co-ordinator (IQAC) 
3. Prof. Debanjan Das, Dept. of Bengali & M R Member (IQAC) 
4. Dr. Jayanta Mukherjee, Dept. of English & Faculty Member (IQAC) 
5. Dr. Deepak Paswan, Dept. of Physical Education & Faculty Member (IQAC) 
6. Dr. Lipika Mondal, Dept. of Geography & Faculty Member (IQAC) 
7. Prof. Anandamay Sinha, Dept. of Economics & Faculty Member (IQAC) 
8. Dr. Mukesh Pradhan, Dept. of Physics & Faculty Member (IQAC) 
9. Dr. Sreetama Mishra, Asst. Professor, Dept. of Philosophy & Faculty Member (IQAC) 
10. Sri Madhab Mishra, Librarian & Member (IQAC) 
11. Sri Arunava Sarkar, Senior Administrative Officer & Member (IQAC) 
12. Sri Gopinath Bhunia, Senior Administrative Officer & Member (IQAC) 
13. Sri Subhendu Bhanja, Administrative Staff Member (IQAC) 
14. Sri Gundamohan Gandhi, Industrialist Member (IQAC) 
15. Sri Avijit Kumar Sahani, Alumni Member (IQAC) 
16. Sri Sanjib Patra, Students' Representative & Member (IQAC) 
17. Sri Duarkaprasad Khandelwal, Local Society Representative & Member (IQAC) 

B. The following members could not attend the meeting due to other engagements:

1. Dr. Subikash Jana, Principal (Deshapran Mahavidyalay) & Employer Member (IQAC)
2. Sri Gouri Sankar Patra, Nominee from Parents & Member (IQAC)

The meeting started in time and Dr. Asit Panda, the IQAC Coordinator of Belda College extended warm welcome to all the members. He requested Dr. Manabendra Mondal, the Principal & Chairman-IQAC to chair the session. The Chairman-IQAC welcomed the members and asked the Coordinator to start the proceedings.

Item No. 1: Confirmation of the Minutes of the 45th Meeting of the IQAC of Belda College held on 20.09.17.

The IQAC Coordinator read out the proceedings of the previous meeting and it was resolved unanimously that the proceedings be confirmed.

Item No. 2: To place IQAC Action Taken Report: 2016-17.

In this item of business, the Coordinator of IQAC placed before the House Action Taken Report: 2016-17 prepared by some members on the basis of the decisions made in the meetings of the IQAC in 2016-17. Members expressed satisfaction over the compliances to the decisions of the IQAC.

Item No. 3: Improvement of Facilities in Health Unit.

Resolved that the Principal be requested to purchase some First Aid Kits and necessary medicines for the College Health Unit.

Item No. 4: Creation of Posts of Assistant Professors in various subjects in favour of Belda College as per Govt. G.O. of 2017.

Resolved that the Governing Body be requested through the Principal to create a good number of Posts of Assistant Professors in various subjects of Arts, Science and Commerce Streams in favor of Belda College as per Govt. of West Bengal G.O. of 2017.

Item No. 5: Organization of Training Program for Teachers and Office Staff.

Resolved that measures be taken by the College Authority for organization of Staff Training Program for the Office Staff and Professional Development Programs for the Faculty Members in collaboration with A. S. Infotech, the Training Partner of the College.

Item No. 6: Initiative for Green Audit & Energy Audit.

Resolved that the respected Principal be requested to conduct Green Audit & Energy Audit of the College for the previous Academic Session (2016-17) and a competent Committee be formed for the purpose.

Item No. 7: Initiative for Academic Audit & Administrative Audit.

Resolved that the respected Principal be requested to conduct Academic and Administrative Audit of the College for the previous Academic Session (2016-17) and a competent Committee be formed for the purpose.

Item No. 8: Organization of Seminars/Conferences by Departments.

Resolved that the Departmental HoDs be requested to take initiative for organizing Seminars/Conferences/ Special Lectures for the benefit of the teachers and students. The respected Principal is requested to provide financial assistance.

Item No. 9: Holding of Annual Function.

Resolved that the respected Principal be requested to allot Fund for holding of Annual Cultural Function by the Cultural Committee in association with the Students' Council.

Item No. 10: Analysis of the Results of the Students of different Years/ Semesters appearing in the Final Examinations of different courses.

Resolved that the HoDs of different Departments be requested to make Result Analysis of the Students of different Years/ Semesters appearing in the Final Examinations of different courses and appropriate measures be adopted for further improvement.

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Item No. 11: Support for Project works and organization of Field Trips/Field Study for students by Dept. of Geography, Dept. of Bengali, Dept. of Santali and certain departments of Science Stream.

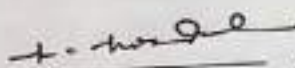
In this item of business, some of the members reported on the prospective Project works and organization of Field Trips/Field Study for students by Dept. of Geography, Dept. of Bengali, Dept. of Santali, Dept. of Zoology, Dept. of Botany and certain other departments of Science Stream. Resolved that the Principal be requested to provide necessary support for smooth conduct of Project Works or Field Trips etc.

Item No. 12: Miscellaneous.

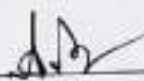
Nil.

As there was no other matter for discussion, the meeting concluded with a vote of thanks to the Chair.

Minutes approved by


20/11/17
Dr. Manabendra Mondal
Chairperson, IQAC
mondalprincipal@yahoo.co.in
Principal & Chairperson
Internal Quality Assurance Cell (IQAC)
Belda College
Belda, Paschim Medinipur

Minutes prepared by


20/11/17
Dr. Asit Panda
Coordinator, IQAC
asitpanda23@rediffmail.com
Co-ordinator
INTERNAL QUALITY ASSURANCE CELL
BELDA COLLEGE
BELDA - PASCHIM MEDINIPUR



BELDA COLLEGE

(Re-accredited & Graded 'B' by NAAC)

Belda :: Paschim Medinipur :: 721424 :: W.B.

Date: 11.01.18

IQAC MEETING NOTIFICATION

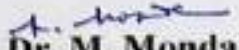
It is hereby notified that the 47th Meeting of the IQAC of Belda College will be held on 19.01.2018 at 3 p.m. in the chamber of the Principal to transact the following items of business. Following members are requested to make it convenient to attend the meeting.

Members of IQAC:

1. Dr. Manabendra Mondal, Principal & Chairman (IQAC)
2. Dr. Asit Panda, Dept. of English & Co-ordinator (IQAC)
3. Prof. Debanjan Das, Dept. of Bengali & MR Member (IQAC)
4. Dr. Lipika Mondal, Dept. of Geography & Faculty Member (IQAC)
5. Dr. Jayanta Mukherjee, Dept. of English & Faculty Member (IQAC)
6. Dr. Deepak Paswan, Dept. of Physical Education & Faculty Member (IQAC)
7. Prof. Anandamay Sinha, Dept. of Economics & Faculty Member (IQAC)
8. Dr. Mukesh Pradhan, Dept. of Physics & Faculty Member (IQAC)
9. Dr. Sreetama Mishra, Asst. Professor, Dept. of Philosophy & Faculty Member (IQAC)
10. Sri Madhab Mishra, Librarian & Member (IQAC)
11. Sri Arunava Sarkar, Senior Administrative Officer & Member (IQAC)
12. Sri Gopinath Bhunia, Senior Administrative Officer & Member (IQAC)
13. Sri Subhendu Bhanja, Administrative Staff Member (IQAC)
14. Dr. Subikash Jana, Principal (Deshapran Mahavidyalay) & Employer Member (IQAC)
15. Sri Gundamohan Gandhi, Industrialist Member (IQAC)
16. Sri Avijit Kumar Sahani, Alumni Member (IQAC)
17. Sri Sanjib Patra, Students' Representative & Member (IQAC)
18. Sri Duarkaprasad Khandelwal, Local Society Representative & Member (IQAC)
19. Sri Gouri Sankar Patra, Nominee from Parents & Member (IQAC)

Agenda:

1. Confirmation of the Minutes of 46th Meeting of the IQAC of Belda College held on 20.11.17
2. Expression of Gratitude to the Principal for formation of the New Governing Body.
3. To consider VRS of Sri Binod Behari Murmu, Office Staff due to the permanent incapacitated condition of his health.
4. Submission of Requisition against permanent Vacancies.
5. To organize a Career Counseling Program for the Students.
6. Appointment of one Casual Staff in each PG Department of the College.
7. Initiative for Smooth Conduct of Examination.
8. Proposal for implementation of Biometric Attendance for Teaching and Office Staff of the College.
9. Feedback Collection and Analysis.
10. Organization of Quality-Related Seminar by IQAC.
11. Miscellaneous.


Dr. M. Mondal
Principal, Belda College

Principal & Chairperson
Internal Quality Assurance Cell (IQAC)
Belda College
Belda, Paschim Medinipur

11/01/18

Minutes of the 47th Meeting of Internal Quality Assurance Cell (IQAC) of Belda College

The 47th Meeting of the IQAC of Belda College was held on 19.01.2018 at 3 p.m. in the chamber of the Principal, Belda College.

A. Members present:

1. Dr. Manabendra Mondal, Principal & Chairman (IQAC) *M. Mondal*
2. Dr. Asit Panda, Dept. of English & Co-ordinator (IQAC) *A.P.*
3. Dr. Subikash Jana, Principal (Deshapran Mahavidyalay) & Employer Member (IQAC) *S. Jana*
4. Prof. Debanjan Das, Dept. of Bengali & M R Member (IQAC) *D. Das*
5. Dr. Jayanta Mukherjee, Dept. of English & Faculty Member (IQAC) *J. Mukherjee*
6. Dr. Deepak Paswan, Dept. of Physical Education & Faculty Member (IQAC) *D. Paswan*
7. Dr. Lipika Mandal, Dept. of Geography & Faculty Member (IQAC) *L. Mandal*
8. Prof. Anandamay Sinha, Dept. of Economics & Faculty Member (IQAC) *A. Sinha*
9. Dr. Mukesh Pradhan, Dept. of Physics & Faculty Member (IQAC) *M. Pradhan*
10. Dr. Sreetama Mishra, Asst. Professor, Dept. of Philosophy & Faculty Member (IQAC) *S. Mishra*
11. Sri Arunava Sarkar, Senior Administrative Officer & Member (IQAC) *A. Sarkar*
12. Sri Gopinath Bhunia, Senior Administrative Officer & Member (IQAC) *G. Bhunia*
13. Sri Subhendu Bhanja, Administrative Staff Member (IQAC) *S. Bhanja*
14. Sri Gundamohan Gandhi, Industrialist Member (IQAC) *G. Gandhi*
15. Sri Avijit Kumar Sahani, Alumni Member (IQAC) *A. Sahani*
16. Sri Sanjib Patra, Students' Representative & Member (IQAC) *S. Patra*
17. Sri Duarkaprasad Khandelwal, Local Society Representative & Member (IQAC) *D. Khandelwal*

B. The following members could not attend the meeting due to other engagements:

1. Sri Gouri Sankar Patra, Nominee from Parents & Member (IQAC)
2. Sri Madhab Misra, Librarian & Member (IQAC)

The meeting started in time and Dr. Asit Panda, the IQAC Coordinator of Belda College extended warm welcome to all the members. He requested Dr. Manabendra Mondal, the Principal & Chairman-IQAC to chair the session. The Chairman-IQAC welcomed the members and asked the Coordinator to start the proceedings.

Item No. 1: Confirmation of the Minutes of 46th Meeting of the IQAC of Belda College held on 20.11.17

The IQAC Coordinator read out the proceedings of the previous meeting and it was resolved unanimously that the proceedings be confirmed.

Item No. 2: Expression of Gratitude to the Principal for formation of the New Governing Body.

All the members congratulated the Principal and appreciated his sincere efforts for the formation of the new Governing Body with representatives from different Sectors following the rules of the Govt. of West Bengal for the proper management of the affairs of the College.

Item No. 3: To consider VRS of Sri Binod Behari Murmu, Office Staff due to the permanent incapacitated condition of his health.

Resolved that the respected Principal be requested to consider sympathetically the case of VRS in favour of Sri Binod Behari Murmu, Office Staff due to the permanent incapacitated condition of his health.

Item No. 4: Submission of Requisition against permanent Vacancies.

Resolved that the respected Principal be requested to submit Requisition against permanent vacancies to the Govt. of West Bengal for the recruitment of permanent teachers.

Item No. 5: To organize a Career Counseling Program for the Students.

Resolved that initiative be taken to organize a seminar on "Student Progression: Challenges & Opportunities" in collaboration with Career Counseling & Placement Cell on 9th March, 2018 for the students of the College.

Item No. 6: Appointment of one Casual Staff in each PG Department of the College.

Considering the requirement of the PG Departments, it was resolved that the respected Principal be requested to appoint one Casual Staff in each PG Department.

Item No. 7: Initiative for Smooth Conduct of Examination.

In view of the selection by the affiliating University of the College as the Examination Centre for Year End Examination, it was unanimously resolved by the members that the Examination Cell be provided support by the Principal and IQAC for smooth conduct of Internal Assessments and University Examination. Also resolved that the Principal be requested to appoint two Coordinators/ Centre Supervisors for the purpose.

Item No. 8: Proposal for implementation of Biometric Attendance for Teaching and Office Staff of the College.

Resolved that the Principal be provided cooperation for successful implementation of Biometric Attendance for employees of the college.

Item No. 9: Feedback Collection and Analysis.

In this item of business, the Coordinator of IQAC stressed on the necessity of collecting Feedback in the prescribed formats from all the stakeholders and preparing an analysis report on the basis of it as it would help the College in future planning for developmental activities. It was resolved that initiative be taken by the Departments and IQAC in the months of February, March and April in this regard.

Item No. 10: Organization of Quality-Related Seminar by IQAC.

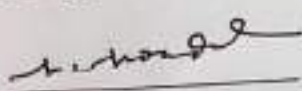
Resolved that appropriate measures be taken by the IQAC for organization of a Quality-related program.

Item No. 11: Miscellaneous.

Nil.

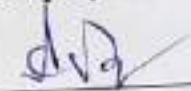
As there was no other matter for discussion, the meeting concluded with a vote of thanks to the Chair.

Minutes approved by


19/01/18

Dr. Manabendra Mondal
Chairperson, IQAC
mondalprincipal@yahoo.co.in
Principal & Chairperson
Internal Quality Assurance Cell (IQAC)
Belda College
Belda, Paschim Medinipur

Minutes prepared by


19/01/18

Dr. Asit Panda
Coordinator, IQAC
asitpanda23@rediffmail.com

Co-ordinator
INTERNAL QUALITY ASSURANCE CELL
BELDA COLLEGE
BELDA * PASCHIM MEDINIPUR



BELDA COLLEGE

(Re-accredited & Graded 'B' by NAAC)
Belda :: Paschim Medinipur :: 721424 :: W.B.

Date: 03.04.18

IQAC MEETING NOTIFICATION


It is hereby notified that the 48th Meeting of the IQAC of Belda College will be held on 10.04.2018 at 3 p.m. in the chamber of the Principal to transact the following items of business. Following members are requested to make it convenient to attend the meeting.

Members of IQAC:

1. Dr. Manabendra Mondal, Principal & Chairman (IQAC)
2. Dr. Asit Panda, Dept. of English & Co-ordinator (IQAC)
3. Prof. Debanjan Das, Dept. of Bengali & M R Member (IQAC)
4. Dr. Lipika Mondal, Dept. of Geography & Faculty Member (IQAC)
5. Dr. Jayanta Mukherjee, Dept. of English & Faculty Member (IQAC)
6. Dr. Deepak Paswan, Dept. of Physical Education & Faculty Member (IQAC)
7. Prof. Anandamay Sinha, Dept. of Economics & Faculty Member (IQAC)
8. Dr. Mukesh Pradhan, Dept. of Physics & Faculty Member (IQAC)
9. Dr. Sreetama Mishra, Asst. Professor, Dept. of Philosophy & Faculty Member (IQAC)
10. Sri Madhab Mishra, Librarian & Member (IQAC)
11. Sri Arunava Sarkar, Senior Administrative Officer & Member (IQAC)
12. Sri Gopinath Bhunia, Senior Administrative Officer & Member (IQAC)
13. Sri Subhendu Bhanja, Administrative Staff Member (IQAC)
14. Dr. Subikash Jana, Principal (Deshapran Mahavidyalay) & Employer Member (IQAC)
15. Sri Gundamohan Gandhi, Industrialist Member (IQAC)
16. Sri Avijit Kumar Sahani, Alumni Member (IQAC)
17. Sri Sanjib Patra, Students' Representative & Member (IQAC)
18. Sri Duarkaprasad Khandelwal, Local Society Representative & Member (IQAC)
19. Sri Gouri Sankar Patra, Nominee from Parents & Member (IQAC)

Agenda:

1. Confirmation of the Minutes of the 47th Meeting of the IQAC of Belda College on 19.01.2018
2. Organization of "SWACH BHARAT ABHIYAN" at the adopted village DEULI MADHYA by NSS Units (1st May -30th June).
3. Organization of Gender Sensitization Program.
4. Organization of Intellectual Property Rights Program.
5. Miscellaneous.


Dr. M. Mondal
Principal, Belda College

Principal & Chairperson
Internal Quality Assurance Cell (IQAC)
Belda College
Belda, Paschim Medinipur

03/04/18

Minutes of the 48th Meeting of Internal Quality Assurance Cell (IQAC) of Belda College

The 48th Meeting of the IQAC of Belda College was held on 10.04.2018 at 3 p.m. in the chamber of the Principal, Belda College.

A. Members present:

1. Dr. Manabendra Mondal, Principal & Chairman (IQAC) *M. Mondal*
2. Dr. Asit Panda, Dept. of English & Co-ordinator (IQAC) *Asit Panda*
3. Dr. Subikash Jana, Principal (Deshapran Mahavidyalay) & Employer Member (IQAC) *Subikash Jana*
4. Prof. Debanjan Das, Dept. of Bengali & M R Member (IQAC) *Debanjan Das*
5. Dr. Jayanta Mukherjee, Dept. of English & Faculty Member (IQAC) *J. Mukherjee*
6. Dr. Deepak Paswan, Dept. of Physical Education & Faculty Member (IQAC) *Deepak Paswan*
7. Dr. Lipika Mandal, Dept. of Geography & Faculty Member (IQAC) *Lipika Mandal*
8. Prof. Anandamay Sinha, Dept. of Economics & Faculty Member (IQAC) *Anandamay Sinha*
9. Dr. Mukesh Pradhan, Dept. of Physics & Faculty Member (IQAC) *Mukesh Pradhan*
10. Dr. Sreetama Misra, Asst. Professor, Dept. of Philosophy & Faculty Member (IQAC) *Sreetama Misra*
11. Sri Madhab Mishra, Librarian & Member (IQAC) *Madhab Mishra*
12. Sri Arunava Sarkar, Senior Administrative Officer & Member (IQAC) *Arunava Sarkar*
13. Sri Gopinath Bhunia, Senior Administrative Officer & Member (IQAC) *Gopinath Bhunia*
14. Sri Subhendu Bhanja, Administrative Staff Member (IQAC) *S. Bhanja*
15. Sri Gundamohan Gandhi, Industrialist Member (IQAC) *G. M. Gandhi*
16. Sri Avijit Kumar Sahani, Alumni Member (IQAC) *Avijit Kumar Sahani*
17. Sri Duarkaprasad Khandelwal, Local Society Representative & Member (IQAC) *D. P. Khandelwal*
18. Sri Gouri Sankar Patra, Nominee from Parents & Member (IQAC) *G. S. Patra*

B. The following members could not attend the meeting due to other engagements:

1. Sri Sanjib Patra, Students' Representative & Member (IQAC)

The meeting started in time and Dr. Asit Panda, the IQAC Coordinator of Belda College extended warm welcome to all the members. He requested Dr. Manabendra Mondal, the Principal & Chairman-IQAC to chair the session. The Chairman-IQAC welcomed the members and asked the Coordinator to start the proceedings.

Item No. 1: Confirmation of the Minutes of the 47th Meeting of the IQAC of Belda College on 19.01.2018

The IQAC Coordinator read out the proceedings of the previous meeting and it was resolved unanimously that the proceedings be confirmed.

Item No. 2: Organization of "SWACH BHARAT ABHIYAN" at the adopted village DEULI MADHYA by NSS Units.

Resolved that the three NSS Coordinators of the college be requested to conduct "SWACH BHARAT ABHIYAN" at the adopted village DEULI MADHYA by NSS Units during 1st May to 30th June. The Principal was requested to provide financial and other supports.

Item No. 3: Organization of Gender Sensitization Program.

Resolved that in collaboration with the Women's Cell of the College a Gender Sensitization Program would be organized by the IQAC through organization of a Seminar on "Necessity of Prohibition of Dowry & Prevention of Child Marriage" on 20th April, 2018. The Principal was requested to provide necessary support for organization of the same.

Item No. 4: Organization of Intellectual Property Rights Program.

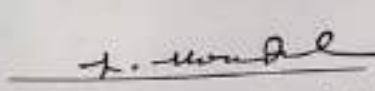
Resolved that appropriate measures be taken by the IQAC for organizing an Intellectual Property Rights Program by conducting a Seminar on "Copyright Law and Law for Patenting" on 28th April, 2018. The Principal was requested to provide necessary support for organizing the same.

Item No. 5: Miscellaneous.

Nil.

As there was no other matter for discussion, the meeting concluded with a vote of thanks to the Chair.

Minutes approved by


10/04/18
Dr. Manabendra Mondal
Chairperson, IQAC
mondalprincipal@yahoo.co.in
Principal & Chairperson
Internal Quality Assurance Cell (IQAC)
Belda College
Belda, Paschim Medinipur

Minutes prepared by


10/04/18
Dr. Asit Panda
Coordinator, IQAC
asitpanda23@rediffmail.com

Co-ordinator
INTERNAL QUALITY ASSURANCE CELL
BELDA COLLEGE
BELDA * PASCHIM MEDINIPUR



BELDA COLLEGE

(Re-accredited & Graded 'B' by NAAC)
Belda :: Paschim Medinipur :: 721424 :: W.B

Date: 23.05.18

IQAC MEETING NOTICE

All the members of IQAC, Belda College are hereby apprised that the 49th Meeting of the IQAC of Belda College will be held on 31.05.18 at 2 p.m. in the chamber of the Principal to discuss the following agenda. Members are requested to make it convenient to attend the meeting.

Members of IQAC:

1. Dr. Manabendra Mondal, Principal & Chairman (IQAC)
2. Dr. Asit Panda, Dept. of English & Co-ordinator (IQAC)
3. Prof. Debanjan Das, Dept. of Bengali & MR Member (IQAC)
4. Dr. Lipika Mondal, Dept. of Geography & Faculty Member (IQAC)
5. Dr. Jayanta Mukherjee, Dept. of English & Faculty Member (IQAC)
6. Dr. Deepak Paswan, Dept. of Physical Education & Faculty Member (IQAC)
7. Prof. Anandamay Sinha, Dept. of Economics & Faculty Member (IQAC)
8. Dr. Mukesh Pradhan, Dept. of Physics & Faculty Member (IQAC)
9. Dr. Sreetama Mishra, Asst. Professor, Dept. of Philosophy & Faculty Member (IQAC)
10. Sri Madhab Mishra, Librarian & Member (IQAC)
11. Sri Arunava Sarkar, Senior Administrative Officer & Member (IQAC)
12. Sri Gopinath Bhunia, Senior Administrative Officer & Member (IQAC)
13. Sri Subhendu Bhanja, Administrative Staff Member (IQAC)
14. Dr. Subikash Jana, Principal (Deshapran Mahavidyalay) & Employer Member (IQAC)
15. Sri Gundamohan Gandhi, Industrialist Member (IQAC)
16. Sri Avijit Kumar Sahani, Alumni Member (IQAC)
17. Sri Sanjib Patra Students' Representative & Member (IQAC)
18. Sri Duarkaprasad Khandelwal, Local Society Representative & Member (IQAC)
19. Sri Gouri Sankar Patra, Nominee from Parents & Member (IQAC)

Agenda:

1. Confirmation of the Minutes of the 48th Meeting of the IQAC of Belda College held on 10.04.2018.
2. Introduction of PG course in Chemistry in 2018-19.
3. Upgradation of Online Admission through the use of Module with Cloud-based Software.
4. Preparation of Updated Prospectus & Class Routine.
5. Recruitment of Guest Teachers.
6. Appointment of multitasking staff on the basis of daily payment.
7. Purchase of Generator.
8. Endeavour for Financial Audit.
9. Consideration of Feedback Report.
10. Consideration of Academic & Administrative Audit Report.
11. Consideration of Green Audit & Energy Audit Report.
12. Miscellaneous.

A. House
Dr. M. Mondal 23/05/18
Principal, Belda College

Principal & Chairperson
Internal Quality Assurance Cell (IQAC)
Belda College
Belda, Paschim Medinipur

Minutes of the 49th Meeting of Internal Quality Assurance Cell (IQAC) of Belda College

The 49th Meeting of the IQAC of Belda College was held on 31.05.2018 at 2 p.m. in the chamber of the Principal, Belda College.

A. Members present:

1. Dr. Manabendra Mondal, Principal & Chairman (IQAC) *M. Mondal*
2. Dr. Asit Panda, Dept. of English & Co-ordinator (IQAC) *Asit Panda*
3. Prof. Debanjan Das, Dept. of Bengali & M R Member (IQAC) *Debanjan Das*
4. Dr. Jayanta Mukherjee, Dept. of English & Faculty Member (IQAC) *J. Mukherjee*
5. Dr. Deepak Paswan, Dept. of Physical Education & Faculty Member (IQAC) *Deepak Paswan*
6. Dr. Lipika Mondal, Dept. of Geography & Faculty Member (IQAC) *Lipika Mondal*
7. Prof. Anandamay Sinha, Dept. of Economics & Faculty Member (IQAC) *Anandamay Sinha*
8. Dr. Mukesh Pradhan, Dept. of Physics & Faculty Member (IQAC) *Mukesh Pradhan*
9. Dr. Sreetama Mishra, Asst. Professor, Dept. of Philosophy & Faculty Member (IQAC) *Sreetama Mishra*
10. Sri Madhab Mishra, Librarian & Member (IQAC) *Madhab Mishra*
11. Sri Arunava Sarkar, Senior Administrative Officer & Member (IQAC) *Arunava Sarkar*
12. Sri Gopinath Bhunia, Senior Administrative Officer & Member (IQAC) *Gopinath Bhunia*
13. Sri Subhendu Bhanja, Administrative Staff Member (IQAC) *S. Bhanja*
14. Sri Gundamohan Gandhi, Industrialist Member (IQAC) *Gundamohan Gandhi*
15. Sri Avijit Kumar Sahani, Alumni Member (IQAC) *Avijit Kumar Sahani*
16. Sri Duarkaprasad Khandelwal, Local Society Representative & Member (IQAC) *Duarkaprasad Khandelwal*
17. Sri Gouri Sankar Patra, Nominee from Parents & Member (IQAC) *Gourishankar Patra*

B. The following members could not attend the meeting due to other engagements:

1. Dr. Subikash Jana, Principal (Deshapran Mahavidyalay) & Employer Member (IQAC)
2. Sri Sanjib Patra, Students' Representative & Member (IQAC)

The meeting started in time and Dr. Asit Panda, the IQAC Coordinator of Belda College extended warm welcome to all the members. He requested Dr. Manabendra Mondal, the Principal & Chairman-IQAC to chair the session. The Chairman-IQAC welcomed the members and asked the Coordinator to start the proceedings.

Item No. 1: Confirmation of the Minutes of the 48th Meeting of the IQAC of Belda College held on 10.04.2018.

Minutes Confirmed.

Item No. 2: Introduction of PG course in Chemistry in 2018-19.

Resolved that the respected Chair of the Principal be requested to introduce PG Course in Chemistry in the next academic session (2018-19) and to provide all kinds of supports for the same.

Item No. 3: Upgradation of Online Admission through the use of Module with Cloud-based Software.

Resolved that from the next academic session Cloud-based Software be used for online admission, Fees Collection and conduct of activities relating to PG Entrance Test, Marks sheet etc.

Item No. 4: Preparation of Updated Prospectus & Class Routine.

As the new Academic Session (2018-19) with admission in different courses was going to commence soon, the members felt the necessity of publishing an updated prospectus and preparing Class Routine. It was resolved that a Routine committee be formed by the Principal with one Coordinator for preparation of the Central Routine of the College for the next academic session. It was resolved that the respected Chair of the Principal be requested to take initiative for forming a Prospectus Committee with a Coordinator which would supervise the process of collection and compilation of data and publication of the new Prospectus at the Press.

Item No. 5: Recruitment of Guest Teachers.

Resolved that the respected Principal be requested to take appropriate measures for the appointment of Guest Teachers in Subjects like Education, Sociology, Nutrition and Computer Science considering the requirements of the Departments so that Teacher-Student Ratio in such Departments could be enhanced.

Item No. 6: Appointment of multitasking staff on the basis of daily payment.

On the basis of the reporting by the Principal, the IQAC resolved to request the Governing Body to appoint daily rated multitasking staff on temporary basis to meet the requirements of the College.

Item No. 7: Purchase of Generator.

Resolved that one 100-125KVA Generator be purchased for the smooth functioning of the College.

Item No. 8: Endeavour for Financial Audit.

Resolved that the respected Principal be requested to take initiative for conducting both Internal & External Financial Audits of the Institution.

Item No. 9: Consideration of Feedback Report.

Report of Students' Feedback, Parents' Feedback and Alumni Feedback placed and shared with the members. Some recommendations noted for future planning. The Principal was requested to do the needful.

[Handwritten signature]

[Handwritten initials]

Item No. 10: Consideration of Academic & Administrative Audit Report.

Report placed and shared with the members. Some recommendations noted for future planning. The Principal was requested to do the needful.

Item No. 11: Consideration of Green Audit & Energy Audit Report.

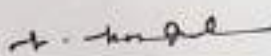
Report placed and shared with the members. Some recommendations noted for future planning. The Principal was requested to do the needful.

Item No. 12: Miscellaneous.

Nil.

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

Minutes approved by

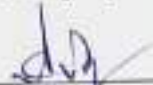


31/05/18

Dr. Manabendra Mondal
Chairperson, IQAC
mondalprincipal@yahoo.co.in

Principal & Chairperson
Internal Quality Assurance Cell (IQAC)
Belda College
Belda, Paschim Medinipur

Minutes prepared by



31/05/18

Dr. Asit Panda
Coordinator, IQAC
asitpanda23@rediffmail.com

Co-ordinator
INTERNAL QUALITY ASSURANCE CELL
BELDA COLLEGE
BELDA * PASCHIM MEDINIPUR

ACTION TAKEN REPORT ON THE RESOLUTIONS TAKEN IN THE MEETINGS OF IQAC

ACADEMIC YEAR: 2017-2018

- Induction Meeting was organized for the newly admitted students at the beginning of Academic Session.
- 111 number of Text books and 189 reference books has been purchased as Reference books for Central Library.
- A Memorandum of Understanding (MoU) has been signed between Belda College and Bajkul Milani Mahavidyalaya in the field of faculty exchange, student exchange and research skill development. Another MoU has been signed between M.S. Trexim & MFGS PVT. LTD. and Belda College to provide knowledge regarding tax calculation, tax consultancy and GST calculation etc.
- In this Academic year **1 (One) Certificate courses** –*Income Tax, GST* by Dept. of Commerce has been introduced. Value Added course on “**YOGA**” and “**Computer Basics**” have been introduced by the Department of Physical Education and Computer Science respectively.
- 19 Computers have been purchased for office and Departmental work.
- Funds for purchasing Laboratory equipment for Dept. of Physics has been sanctioned.
- Academic Calendar has been prepared in compliance with the Academic Calendar of Vidyasagar University before the commence of session and has been uploaded on the College website and displayed on the College Notice Board.
- Teachers got promotion as per API in the new CAS
- College has successfully organised an Educational Tour to Amritsar for Staff and Students with subsidy from 01.11.2017-11.11.2017.
- **07 Teachers**- *Dr. Indrani Chakraborty (Dept. of Zoology), Dr. Avijit Kumar De (Department of Physics), Dr. Jayanta Mukherjee (Dept. of English), Dr. Deepak Paswan (Dept. of Physical Education), Dr. Sajahan Sheikh (Dept. of Mathematics), Dr. Mukesh Kumar Pradhan (Dept. of Physics) & Dr. Sreetama Mishra (Dept. of Philosophy)* participated in Faculty Development Program organized by various Academic Staff Colleges.
- A management information system (**MIS**) produces regular reports on operations of every level of management in the college like fees collection module, faculty information module, student data management module and online admission module is operational.
- Bulk SMS system and new Format of Students’ Identity Card have been introduced from this academic year
- Issuance of Salary Slip to the Employees from College Office has been introduced.
- As per Govt. G.O. of 2017, Belda College has been allocated 24 sanctioned post in different subjects.
- Belda College has organized a Training Program for Teachers and Office Staff respectively for enriching their knowledge.
- Green Audit & Energy Audit have been successfully completed.
- Academic Audit & Administrative Audit were successfully conducted and the report was shared with the College authority.
- Workshop titled “Re-visiting VISHAKHA GUIDELINES on Sexual Harassment of Women at Workplace” was organized by IQAC in collaboration with Women’s Cell, Belda College from 25.11.2017-26.11.2017.
- Through joint collaboration of College Authority and the Student’s Union, Annual Function, Cultural Competitions, Annual Sports, ‘Nabin Baran’ Programmes were successfully organized.

- Results of the final year appearing Students was successfully analysed by the teacher of the different Departments and measures taken accordingly.
- Department of Geography, Bengali, Botany, Zoology Nutrition and Physiology successfully completed their field tour and project work as per syllabus of Vidyasagar University.
- Office Staff Sri Binod Behari Murmu's application for VRS due to the permanent incapacitated condition of his health has been approved by the College authority.
- College Authority has submitted the requisition against permanent Vacancies.
- College Authority has successfully organized a Career Counseling Programme for the students.
- 1 (One) Casual Staff for each PG Department of the College has been newly appointed.
- Biometric Attendance for Teaching and Office Staff of the College has been implemented in the session.
- Feedback in prescribed format has been collected from various stakeholders and its analysis report has been used for improvement of performance.
- "SWACH BHARAT ABHIYAN" (1st May -30th June) has been organized in the adopted village 'DEULI MADHYA' by NSS Unit -I, II & III.
- 1 (One) Seminar on Intellectual Property Rights Programme titled "*Copyright Law and Law for Patenting*" has been organized by IQAC on 28.04.2018 at Seminar Hall, Belda College.
- PG course in Chemistry will be introduced in 2018 -2019 session.
- Upgradation of Online Admission through the use of Modules with Cloud-based Software has been implemented successfully.
- Updated Prospectus and Class Routine for the Students have been prepared.
- Few Guest-Teachers in vacant posts have been recruited.
- Multitasking staff has been appointed on the basis of daily Payment.
- One Green Generator has been purchased.
- Financial Audit for previous Academic Sessions- 2016-2017 was successfully conducted and submitted.



DR. ASIT PANDA
Co-ordinator, IQAC
Belda College

Co-ordinator
INTERNAL QUALITY ASSURANCE CELL
BELDA COLLEGE
BELDA * PASCHIM MEDINIPUR



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