

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	02/2015
তারিখ / Date	12.12.2015

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	EDAC office
সময় / Time	12:30 pm

- ১। 1. ~~AKAS~~
- ২। 2.
- ৩। 3. Hoy.
- ৪। 4. Dr. Indira
- ৫। 5. ~~AKAS~~
- ৬। 6. ~~AKAS~~
- ৭। 7. Mahua Maulik

- ৮। 8. Sajin Saha
- ৯। 9. ~~AKAS~~
- ১০। 10. ~~AKAS~~
- ১১। 11. S.K. Bishnu
- ১২। 12. hr
- ১৩। 13.
- ১৪। 14.

- ১৫। 15.
- ১৬। 16.
- ১৭। 17.
- ১৮। 18.
- ১৯। 19.
- ২০। 20.
- ২১। 21.

নং / No.	রেজল্যুশন / Resolution Adopted
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Dr. Sarojendra Nath Das, Principal & Chairman, EDAC assumed the chair and presided over the meeting.

Agenda no. 1 To read and confirm proceedings of the meeting held on 23.02.2015 :-

Proceedings of the meeting held on 23.02.2015 were tabled for confirmation. On discussion following points were raised:

- i) Self-appraisal for the year 2014-15 of only six teachers and submission were submitted.
- ii) Class attendance of students is yet to be regularized.
- iii) Budget for observation for Golden Jubilee year is yet to be prepared.

After discussion of all the aforesaid matter resolved that proceedings of the meeting held on 23.02.2015 be confirmed. In course of that resolution it was also resolved that -

- i) Teachers, who have not yet their self-appraisal for the year 2014-15, have to submit the same by 15.01.2016 positively.
- ii) ^{1st year} Students, whose attendance is below the University requirement as on 22.12.2015, curdian call be ensured under the supervision of Academic Council.
- iii) A letter be issued to the Academic Council for convening a meeting of the same for ensuring its regular activities for the session 2015-16.
- iv) Recommendation of concerned H.O.D for registration and form fill-up of the Hons. Students be mandatory for the ongoing academic session.

4) Submission of classes allotted and classes held by the concerned H.O.Ds to the Academic Council be mandatory w.e.f. January, 2016.

2) To draw up future plan of action for quality enhancement on the basis of recommendation of the NAAC Peer Team:

The matter was tabled for discussion. The recommendation of the NAAC Peer Team for quality enhancement was discussed. After discussion resolved that following three important measures be adopted primarily to implement the same: -

i) Introduction of Health Care and Hospital Management Certificate Course in the Commerce department after having approval of UAC through University of Kalyani. The Principal be requested to instruct H.O.D, Commerce to contact with K.U. immediately.

ii) Introduction of BA courses for Bengali. The Principal be requested to communicate the decision to K.U.

iii) Introduction of maintenance of alumni data form issues of College leaving Certificate. The Principal be requested to instruct his office immediately.

3) To finalize Annual Quality Assessment Report 2014-15 and date of annual day observation for the year 2014-15:-

The matter was tabled for discussion. The draft Annual Quality Assessment Report-2014-15 prepared by the IQAC was tabled for discussion. After discussion resolved that - Annual Quality Assessment Report for the year 2014-15 be finalised.

Further resolved the Annual Day cum Annual Prize distribution ceremony be held on 09.01.2016 (Wednesday). The Principal be requested to instruct his office to ensure notification in this regard immediately.

4) To recommend Career Advancement of Janat Kumar Biswas:

The matter was tabled for discussion. On the basis of the resolution No.07, adopted in both meeting of the governing body held on 20.10.2015 and on verification of necessary papers resolved that the Career Advancement of Sri Janat Kumar Biswas from post of Librarian (Stage I with AHP of Rs 6000/-) at the scale of pay of Rs 15,600-39,100/- to post of Librarian (Stage-II with AHP of Rs 7,000) at the scale of pay of Rs 15,600-39,100/- with

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৪। 4.	১১। 11.	১৮। 18.
৫। 5.	১২। 12.	১৯। 19.
৬। 6.	১৩। 13.	২০। 20.
৭। 7.	১৪। 14.	২১। 21.

নং / No.	রেজল্যুশন / Resolution Adopted
	Retrospective effect from 01.04.2015 be recommended as per G.O. NO. 920 - Edn(CS), dated 21.12.2012 read with memo no. ED-103/2013 dated 18.02.2013, Memo NO. ED-275/2013 dated 24.04.2013, Memo NO. ED-293/2013 dated 07.05.2013, Memo NO. 922-Edn(CS)/SP-52/98 dated 14.11.2014. The Coordinator, IDAC be requested to intimate the decision to the office of the principal for ensuring necessary official communication with the Director of Public Instructions, Govt. of West Bengal and the Inspector of Colleges, University of Kalyani for sending the name of the Experts for formation of the Searching Committee.
	Further regarding ambiguity about the leave rules of Librarian as raised in the meeting resolved that necessary official communication be made by the office of the principal with the concerned authority of the Govt. of West Bengal and University of Kalyani. The Coordinator, IDAC be requested to intimate the decision the office of the principal immediately.
Agenda No. 5	Miscellaneous :- Regarding effective date of Career Advancement of Teachers vide G.O. NO 951-Edn(CS)/SP-52/98 dated 06.10.2015 resolved that Career Advancement of four Teachers namely Hiran Roy, Sushmita Banerjee, Soumnath Bandyopadhyay, Arindam Chakraborty be recommended from their actual date in lieu of 01.11.2012 and the Coordinator, IDAC be requested to intimate the decision to office of the principal

/ No.

to do the needful at earliest.

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



(Dr. Jyotendra Nath Kar)
Chairman



Internal Quality Assurance Cell

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Dr.Sarojendra Nath Kar
Chairman

Somnath Bandyopadhyay
Coordinator

Follow up action of the proceedings of the meeting of the IQAC held on 12.12.2015:

Agenda No.2:

1. Regarding point no.1 and 2 no action could be taken as the University of Kalyani started discussion about CBCS and Semester system at UG level;
2. Alumni Data started to be maintained and registration of alumni association is under process.

Agenda No.3: AQAR-2014-15 has already submitted to NAAC;

Agenda No.4: Career Advancement of the Librarian has already been completed and approved by the DPI, West Bengal.

Agenda No.5.Miscellaneous: Effective Date of Career Advancement of four teachers has already been approved by the DPI, West Bengal.

(Dr.Sarojendra Nath Kar)
Principal & Chairman
Internal Quality Assurance Cell