

**A meeting of the Internal Quality Assurance Cell (IQAC) of Birpara College, held on
4 August 2022**

Agenda:

1. Confirmation of minutes of the previous IQAC meeting
2. Progress report on academic activities
3. Progress report on other activities
4. Plans for the new academic session
5. Inclusion of new members in the IQAC
6. Miscellaneous

Minutes of the meeting:

The meeting began under the chairmanship of Teacher-in-Charge, Dr. Dil Kumar Pradhan.

The minutes of the previous IQAC meeting, held on 29 January 2022, were read and confirmed.

Under matters arising, the House was informed that offline classes had begun in February 2022. The House was further informed that the uploading of AQAR 2020-2021 has been delayed due to complications arising out of the change in format of the report.

The Teacher-in-Charge informed the House that:

(a) The Governing Body in its meeting held on **02.05.2022** resolved that on the basis of the recommendation made by the ~~Screening~~ / Selection Committee constituted for the purpose of considering the matter of promotion under CAS, **Dr. Dil Kumar Pradhan** of the **Department of Nepali** of this college be promoted to the post of ~~Assistant~~ / Associate Professor in the scale of pay of ~~15600-39100~~ or 37400-67000 with AGP of ~~7000/8000/9000~~ with effect from **18.07.2021**.

It is also resolved that the post held by **Dr. Dil Kumar Pradhan** be upgraded to the post ~~Assistant~~ / Associate Professor in the scale of pay of ~~15600-39100~~ or 37400-67000 with AGP ~~7000 / 8000 / 9000~~ and the same will be reverted to the post of Assistant Professor (Stage I) as soon it falls vacant.

Resolved further that the Principal/TIC/Secretary would take up the matter with the DPI, West Bengal by providing with the following in respect of the incumbent:

- i) All Pay Fixation memos countersigned by the Principal/TIC
- ii) Year wise detailed leave statement countersigned by the Principal/TIC

(b) The Governing Body in its meeting held on **02.05.2022** resolved that on the basis of the recommendation made by the ~~Screening~~ / ~~Selection~~ Committee constituted for the purpose of considering the matter of promotion under CAS, **SK. Kamruzzaman** of the **Department of Sociology** of this college be promoted to the post of Assistant / ~~Associate~~ Professor in the scale of pay of 15600-39100 or ~~37400-67000~~ with AGP of 7000 / ~~8000 / 9000~~ with effect from **01.04.2020**.

It is also resolved that the post held by **SK. Kamruzzaman** be upgraded to the post Assistant / ~~Associate~~ Professor in the scale of pay of 15600-39100 or ~~37400-67000~~ with AGP 7000 / ~~8000 / 9000~~ and the same will be reverted to the post of Assistant Professor (Stage I) as soon it falls vacant.

Resolved further that the Principal/TIC/Secretary would take up the matter with the DPI, West Bengal by providing with the following in respect of the incumbent:

- i) All Pay Fixation memos countersigned by the Principal/TIC
- ii) Year wise detailed leave statement countersigned by the Principal/TIC

(C) The Governing Body in its meeting held on **02.05.2022** resolved that on the basis of the recommendation made by the Screening / ~~Selection~~ Committee constituted for the purpose of considering the matter of promotion under CAS, **Smt. Asha Lama, Librarian** of this college be promoted to the post of Librarian in the scale of pay of 15600-39100 or ~~37400-67000~~ with AGP of 7000 / ~~8000 / 9000~~ with effect from **28.10.2020**.

It is also resolved that the post held by **Smt. Asha Lama** be upgraded to the post Librarian in the scale of pay of 15600-39100 or ~~37400-67000~~ with AGP 7000 / ~~8000 / 9000~~ and the same will be reverted to the post of Librarian (Stage I) as soon it falls vacant.

Resolved further that the Principal/TIC/Secretary would take up the matter with the DPI, West Bengal by providing with the following in respect of the incumbent:

- i) All Pay Fixation memos countersigned by the Principal/TIC
- ii) Year wise detailed leave statement countersigned by the Principal/TIC

(d) The Governing Body in its meeting held on **02.05.2022** resolved that on the basis of the recommendation made by the Screening / ~~Selection~~ Committee constituted for the purpose of considering the matter of promotion under CAS, **Dr. Nikhilesh Bhattacharya** of the **Department of English** of this college be promoted to the post of Assistant / ~~Associate~~ Professor in the scale of pay of 15600-39100 or ~~37400-67000~~ with AGP of 7000 / ~~8000 / 9000~~ with effect from **28.03.2021**.

It is also resolved that the post held by **Dr. Nikhilesh Bhattacharya** be upgraded to the post Assistant / ~~Associate~~ Professor in the scale of pay of 15600-39100 or ~~37400-67000~~ with AGP 7000 / ~~8000 / 9000~~ and the same will be reverted to the post of Assistant Professor (Stage I) as soon it falls vacant.

Resolved further that the Principal/TIC/Secretary would take up the matter with the DPI, West Bengal by providing with the following in respect of the incumbent:

- i) All Pay Fixation memos countersigned by the Principal/TIC
- ii) Year wise detailed leave statement countersigned by the Principal/TIC

Progress report on academic activities:

The House was informed that following the restart of regular academic activities, the students of Geography (4th Semester Honours and 6th Semester Programme) and Sociology (6th Semester Honours) went for a study tour along with faculty members of these two departments

to Shillong, Meghalaya to explore the socio-cultural aspects of this region as a part of their syllabus. The said tour was organised jointly by Department of Geography & Department of Sociology from 21 April 2022 to 30 April 2022.

The House was informed that the U.G. 2nd, 4th and 6th Semester (under CBCS) Examinations, 2022, were held in June-July 2022 and the U.G. Parts I, II & III (under annual system) Examinations, 2022 are being held in July-August 2022 in assignment mode.

The House was further informed that the online admission portal for admission to 1st semester will remain open from 5 August 2022 to 15 August 2022.

Progress report on other activities

The chair informed the House about the following activities:

1. As part of staff training, the IQAC, Birpara College organised a workshop on “Leave Rules, Service Book and Related Issues” on 10 March 2022, from 2 p.m. to 5 p.m. A total of 11 faculty members took part in the said workshop.
2. As part of the College’s outreach activities and building partnership with the local communities, the students of NSS Unit 1 & Unit 2 went for a 10-day Special Camp at Islamabad, Rangalibazna, Block- Madarihat, Dist- Alipurduar on and from 25 March 2022 to 3 April 2022. Sk. Kamruzaaman, Dr Jyotirmay Roy & Pranoy Dey also joined with them as Programme officer, NSS Unit 1 & Unit 2. During the above-mentioned dates, the NSS Volunteers were engaged in various activities like plantation of trees, cleaning and disposal of various non-degradable waste and various awareness programmes among the villagers through door-to-door campaign.
3. The Department of Nepali and the Cultural Sub-committee of the College celebrated Bhanu-jayanti, or the Birth anniversary of Nepali Poet Bhanubhakta Acharya, on 13 July 2022 from 12 noon to 2 p.m. A total of 54 teaching and non-teaching staff as well as students of Birpara College were present in the programme.
4. NSS Units I & II of the College organised Aranya Saptaha Celebration, 2022 from 14 July 2022 to 20 July 2022. As part of the celebrations, NSS programme officers, Dr. Jyotirmay Roy and Mr. Pranoy Dey, along with student-volunteers went door-to door to create awareness among the villagers about the importance of trees. The volunteers also organised a rally on 18 July 2022 around the locality. The college staff and students of the college planted trees for beautification of the college campus. Around 200 students from different streams and 20 staff members took part in the programme.
5. The Gender Counselling Cell and the Magazine and Literary Sub-committee of Birpara College, in association with Jabala Action Research Organisation (an NGO), organised a Campaign on Safe Migration on 21 July 2022, from 2pm to 3pm with around 100 participants. On that day, Jabala Action Research Organization, an NGO from Alipurduar, distributed prizes to the winner and participants of an essay writing competition held in March, 2022. A total of four students took part in the competition and Easha Khatun of 4th semester English (Honours) was declared the winner for her essay on the problem of human trafficking in the Doars region.

Plans for the new academic session

The House was informed that regular classes in the offline mode are continuing during the current academic semester for the 3rd and 5th semester students and the same will be applicable to the 1st semester students once the admission process is completed.

Inclusion of new members in the IQAC

The Teacher-in-charge submits the proposal of Teachers' Council approved by the Governing Body for inclusion of internal members in Internal Quality Assurance Cell (IQAC) as follows:

- (a) Sri Hrid Kamal Sarkar, Assistant Professor in History;
- (b) Sk Kamruzzaman, Assistant Professor in Sociology;
- (c) Smt. Asha Lama, Librarian;

The house approves the same.

The house resolves that as per the recommendation of the Governing Body, Sri Biswanath Sinha to be included in Internal Quality Assurance Cell (IQAC) as guardian representative.

Miscellaneous

The House was informed that two staff members of the college have recently retired: Sri Kanchilal Das, Office Bearer, on January 31, 2022, and Sri Biswajit Paul, Accountant, on 31 March 2022. The College organised farewell programmes for both and wished them all the best for their post-retirement life.

There being no other business to transact, the meeting ended with a vote of thanks to the Chair.