



Website : www.vmbdn.in

Email : vmiqac2017@gmail.com

Phone No.: 7908080655 (Coordinator)

Fax No.: 0342-2646916

Internal Quality Assurance Cell (IQAC)

VIVEKANANDA MAHAVIDYALAYA, BURDWAN

(Govt. Sponsored) * ESTD – 1964

P.O-Sripally Dist.- Purba Bardhaman, PIN – 713103, W.B.

NAAC Re-Accredited (2nd Cycle, B+ with PG in Chemistry)

No.:

Date : 22.11.21

From : Co-ordinator, IQAC

A meeting of internal IQAC members and convenor of different subcommittee & HOD will be held on 27.11.2021 at 12.30 pm in the general staff room.

The following members are requested to present in the meeting positively for urgent discussion

- | | |
|---------------------------|------------------------------|
| o Dr. Anandamoy Mukherjee | o Dr. Sadhan Mondal |
| o Dr. Hema Dutta | o Dr. S.S. Mura |
| o Sri Uttam Kr. Hazra | o Dr. Santanu Saha |
| o Sri Pradip Hazra | o Sri Paramananda Mondal |
| o Head dark-Day Section | o Head Clark-Morning Section |

Disciplinary/antiragging and grievance redresser committee Dr. Brundeb Roy & Dr. Hema Dutta	SC/ST/PH Welfare committee : Sri Amaresh Pramanik & Sri Ashim Kr. Porel	Library Commt. Smt. Sumita Sengupta & Sri Uttam Kr. Hazra
Canteen Committee : Dr. Sadhan Mondal & Sri Sk. Ashif Iqbal	Research Committee: Dr. Kushal Chatterjee & Dr. Prasanta Mallick	Sexual Harrashment Commt. Dr. Sadhan Mondal & Dr. Pallabi Sil
College website committee : Dr. Santanu Saha & Dr. Tanushree Dey	Seminar committee: Dr. Palash Mondal, Dr. Prasanta Mallick, Sri Amaresh Pramanik & Sri Biswajit Majumdar	Helath care & Student counseling committee: Dr. Ranjit Kr. Pathak & Dr. Argha Khan
Career Counselling committee: Dr. Ananta Gope & Dr. Basudeb Haldar	Campus Dev. Committee: Dr. Satya Prasad Mishra & Sri Dibyajyoti Hazra	Sports Committee : Dr. S.S. Murra & Dr. Kajal Mondal
NSS coordinator : Sri Amaresh Pramanik & Sri Vivekananda Majilla	Alumni : Sri Santosh Kumar Malik Sri Mosharaf Hossain	

Agenda:

- AQAR 2019-20 online submission
- To discuss the NAAC visit due on Nov. 2021
- Miscellaneous

Co-ordinator, IQAC
Vivekananda Mahavidyalaya
Burdwan

Principal
Vivekananda Mahavidyalaya
Burdwan



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A meeting of internal IQAC, sub-committee convenors & HOD held on 27.11.2021 at 12.30 pm in the General Staffroom. The following members we present :

- 1.
- 2.
- 3.
- 4.
- 5.
6. Kunal Chatterjee 27.11.2021
7. Anandamoy Mukherjee 27.11.2021
8. Prasanta Mallick 27/11/2021
9. 27.11.21
10. Uttam Kumar Hazra 27/11/21
11. Sumita Sengupta. 27.11.21.
12. 27/11/21
13. 27/11/2021
14. 27/11/21
15. 27.11.21
16. 27/11/21
17. Santosh Kumar Malik 27.11.21
18. 27.11.21
- 19.
20. 27.11.2021
21. Satwaki Poddar 27.11.2021
22. 27.11.2021
23. 27/11/2021
24. 27/11/2021
25. Kajal Mondal 27.11.2021
- 26.
27. 27.11.21
28. 27.11.21.
29. 27/11/21
30. 27/11/21
31. 27.11.21
32. 27.11.21



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The meeting of IQAC with different subcommittee dated 27.11.21 unanimously resolved that:

Activities to be taken up for AOAR/SSR Submission

- 1 **Probable time of NAAC Visit:** Sept-Oct 2022 [Starting from 2017]
- 2 **Final Semester VI Result:** For last five years [2017-2021]
- 3 **Departmental Programme Outcome:**
 - a. For Sem-I & Sem-II (Hons & General)
 - b. Course Outcome Papers taught
 - c. Students' satisfaction survey
 - i. Grievance Redressal
 - ii. Laboratory facility
 - d. Response from students to be taken up by sending questionnaire (by Google format) for 5 years.
- 4 **Bibliographies of the Publications** during the last Academic year based on average citation index in Scopus/Web of science or Pub Med/Indian.
(Scanned copy 5 pages): First page, middle page & last page of papers published. / i. UGC- approved Journal papers: in one page ii. Others in different page
- 5 **Mou to be signed**, specifically with Industrial Units.
- 6 Extension activities: i. outreach activities : a. **Health check-up**
 - b. Football Caching/ Carrate coaching etc.
 - c. Pandua Pratibandhi Samiti/ Mou: Prasanta Mallic & Tanushree De
- 7 **Criteria- IV:** E-content preparation/E-Pathshala. 3 **Library Data:** cataloging
- 9 **Sports Committee activities:** Students' participation in different national level competition.
- 10 Students' progression: a. Career advancement cell:
 - i. M.Sc admission admit card
 - ii. Service-Appointment letter.
 - iii. Net qualified Students- Certificate.
- 11 **Training Programme:** Orientation Programme, Refresher Course attended by the teachers



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- 12 a. **SOP-** standard Operating Procedure
b. Geo- tag Photograph: i. **Total no. of class room**
ii. Facilities: Playground, Laboratory, Library, Gymnasium
- 13 Workshop & Seminar: **Extract to be made.**
- 14 **ICT Room:** chemistry, Physics, Geoghaphy, existing (English), Life Sc. Building, Library building.
- 15 Water Conservation facilities available in the Institution: **Rain water harvesting.**
- 16 Green Audit Committee
- 17 **Website Committee:** Format to be changed and to be reconstructed as per the website committee of NAAC-accredited college
- 18 Code of Conduct: a. **Teacher**
b. Student (to be incorporated in the Website)
- 19 **Alumni Committee:** a. free online Registration
b. Every Department will conduct reunion
c. Renewal of Registration of the Alumni association.