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## 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 (2<sup>nd</sup> Cycle, B+ with PG in Chemistry)

To  
The Principal,  
Vivekananda Mahavidyalaya, Burdwan

The meeting of the internal IQAC and TC members dated 23.12.22 have been unanimously resolve that

1. The upcoming 3<sup>rd</sup> cycle NAAC visit requires some drastic steps without which IQAC is unable to call the NAAC team.

### The works need to be done on urgent basis

- a) The college audit is pending from 2019. Therefore college **audit (internal / external)** have to be completed;
- b) **Green and Academic Audit** of last 4 years needs for the said audit;
- c) The **new seminar hall** with light and sound have to be completed because various meeting and cultural programme will be happened during the visit;
- d) At present there is no cycle stand for students. The **cycle stand** needs before NAAC visit;
- e) As per UGC guidelines, every institution must have to built the **bathroom for physically handicapped student** – need to be done before visit;
- f) The **college canteen** is closed from the beginning of COVID-19, which is essential for the visit;
- g) The college has **no computer facility for general student**. We need to construct a common computer room with at least 30 computers;

D. T. O.



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- h) Ladies Hostel, Main Building and PG Building require **colour** before visit;
- i) **Student Health Care Room** should be well organized and useable for the students;
- j) As per previous 2<sup>nd</sup> cycle NAAC visit, there were instructions for the construct of **Language Lab and extension of Central Library** with minimum computer facility.

These are also to be completed before 3<sup>rd</sup> cycle visit.

2. Before one month of the completion of the above works IQAC, VM will send the IIQA with requisite fees for the visit of 3<sup>rd</sup> cycle NAAC team.

However so many recommendations e.g. Boys hostel, new courses (PG), short term certificate courses, play and athletic ground etc. were raised in the report of 2<sup>nd</sup> cycle NAAC visit but it requires more time to fulfill this.

Copy to

1. President, GB Vivekananda Mahavidyalay, Burdwan
2. internal GB members
3. Bursar

Coordinator IQAC

Vivekananda Mahavidyalay, Burdwan

Co-ordinator IQAC  
Vivekananda Mahavidyalaya  
Purba Bardhaman

necessary steps for subject experts & DFI expert to form a screening, selection

**Agenda:- (Vii)**

To consider the letter dt. 17.01.2023 of the of the Co-ordinator, IQAC

**Resolution:- (Vii)**

As per requisition placed by the Convenor, IQAC on the basis of its meeting dated 23.12.2022, the following resolutions are taken by the Governing Body on Priority basis.

- a) Pending Statutory Auditor from the DPI, Govt. of West Bengal, Governing Body decides to complete the Internal Audit for the Financial year 2019-20 to 2022-23 by an chartered Accountant at earliest.
- b) Green Audit Committee & Academic Committee are assigned to complete the Green Audit & Academic audit respectively at earliest.
- c) For Interior decoration of the new seminar hall Governing Body already decided that the work will be done by Bankura Forest Corporation Division, WB FDC Ltd.
- d) Principal reports that as per decision of the Governing Body processing for plan & estimate for construction of cycle stand has been started.

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- e) Bathroom for physically handicapped students will be constructed and members of the Building Committee & Purchase committee are assigned to process the proposed work.
- f) Principal reports that third times quotations are invited for vendor selection of college canteen and these quotations will be opened on 21.01.2023
- g) Computer facility may be provided to the General students if IQAC will find out a suitable room for this purpose.
- h) Painting of the outside of the P.G building & Madam Curie hostel will be done and the members of the building Committee & Purchase Committee are requested to take initiative in this matter.
- i) Students Health Care room is ready at our college but for visiting our students by a doctor at least twice in a month initial contact may be made with the students' Health Home Centre. If they disagree with our proposal then a private doctor may be contacted for this purpose on payment of minimum remuneration. IQAC & students' Health Care Committee are assigned for this purpose.
- j) Construction of language lab and extension of Central Library are kept in abeyance at present due to shortage of fund position of the college.

  
18/01/23

Dr. S.P. Rudra  
Principal & Secretary  
Governing Body  
Vivekananda Mahavidyalaya  
Burdwan

  
18/01/23

Sri Paresh Chandra Sarkar  
President , Governing Body  
Vivekananda Mahavidyalaya  
Burdwan