

Prafulla Chandra College

NAAC REACCREDITED

(Formerly City College Com. Dept.
South Kolkata Evening)



ব্রহ্মাবান্ লভতে জ্ঞানন্

Ph No. 9874820900/9007297534
23/49, GARIAHAT ROAD
KOLKATA-700029

Email :
prafullachandracollegegolpark@gmail.com

Website :
www.prafullachandracollege.ac.in

Ref. No.: _____

Date : 30.08.2018

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) of Prafulla Chandra College will be held on 04.09.2018 (Tuesday) at 7.00 p.m. in the Principal's Room to discuss the following agenda.

All members are earnestly requested to attend the meeting to make it a success.

R.P.
Chairperson,
IQAC

Principal
Prafulla Chandra College
23/ 49, Gariahat Road
Kolkata-700029



Sonali Roy
Co-ordinator,
IQAC

Coordinator
IQAC
Prafulla Chandra College

Agenda:

1. To discuss about future course of action to enhance the quality of the college.
2. To consider the names of external members.
3. Submission of AQAR for 2017-2018.
4. To discuss about working committee under IQAC.
5. Commencement of new academic session under CBCS.
6. To start conducting ADD On Courses.
7. Miscellaneous.

মিটিং রেজল্যুশন বই

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	1
তারিখ / Date	4.9.18

উপস্থিত সভ্যগণের নাম

NAME OF MEMBERS PRESENT

- ৮। ৮. *R.P.*
- ৯। ৯. *4.9.18*
- ১০। ১০. *Shutten 4/9/18*
- ১১। ১১. *P.K. 04/09/18*
- ১২। ১২. *Conduct 04.9.18*
- ১৩। ১৩. *4/9/18*
- ১৪। ১৪. *P.K. 4.9.18*

স্থান / Place	
সময় / Time	7:00 pm
১৫। ১৫.	<i>Shoy 4.9.18.</i>
১৬। ১৬.	
১৭। ১৭.	
১৮। ১৮.	
১৯। ১৯.	
২০। ২০.	
২১। ২১.	

রেজল্যুশন / Resolution Adopted

নং / No.

Prafulla Chandra College
 NAAC REACCREDITED
 (Formerly City College Com. Dept.
 South Kolkata Evening)



শ্রদ্ধাবান্ লমহে জানাম্

Ph No. 9874820900/9007297534
 23/49, GARIAHAT ROAD
 KOLKATA-700029
 Email :
 prafullachandracollegegolpark@gmail.com
 Website :
 www.prafullachandracollege.ac.in

Ref. No.: _____

Date : 27.11.2018

Minutes of the IQAC meeting held on 04-09-2018 at 7.00 p.m. in the Principal's room.

Meeting No 1/2018-19

Members present -

- Dr. Ratnakar Pani, Principal
- Prof. P. K. Roy
- Prof. J. Mukherjee
- Dr. K. Dutta Roy
- Dr. P. Paul
- Dr. D. Mukherjee
- Dr. S. Roy
- Prof. S. Ganguly
- Prof. A. Mukhopadhyay
- Prof. T. K. Pal
- Prof. P. Seth
- Dr. S. Sarkar
- Mr. G.S. Panchadyayi
- Prof. S. K. Nath
- Ms. Sumana Bhattacharya
- Mr. Nema Pradhan

Principal Dr. R. Pani presided over the meeting.

Agenda 1: To discuss the future course of action to enhance the Quality of the College.

It was resolved that an Internal Quality Enhancement Squad needs to be established to identify the areas of quality enhancement including infrastructure augmentation, with a dedicated wing to look into the segment of modernising the college activities.



Prafulla Chandra College

NAAC REACCREDITED
(Formerly City College Com. Dept.
South Kolkata Evening)



ব্রহ্মাবান্ লভতে জ্ঞানম্

Ph No. 9874820900/9007297534
23/49, GARIAHAT ROAD
KOLKATA-700029
Email :
prafullachandracollegegolpark@gmail.com
Website :
www.prafullachandracollege.ac.in

Ref. No.: _____

Date : _____

It was also resolved that working committee needs to be established to look into the matters related to publication of journals and arrangement of seminars.

It was further proposed and resolved that a formal process be developed for documenting the activities of teachers and students and maintaining the records.

it was resolved that the Internal Quality Enhancement Squad will comprise of at least 3 to 4 members and the names will be decided by the Coordinator later.

Agenda 2: To consider the names of external members

It was resolved that the following names proposed by various members will be considered for external members of the Cell.

Dr Shiuli Sarkar, Principal, Lady Brabourne College

Dr Shefali Mitra

Dr Sukanta Chowdhury

Dr Sharmila Mitra, Principal, Behala College

Dr Ruma Bhattacharya, Principal, Bijay Krishna Girls College

Mr Chandrashekhar Ghosh, Industrialist, CEO, Bandhan Bank

Agenda 3: Submission of AQAR 2017-18

It was resolved that Prof.S.Ganguly will submit the AQAR 2017-18



মিটিং রেজল্যুশন বহি

Prafulla Chandra College

NAAC REACCREDITED
(Formerly City College Com. Dept.
South Kolkata Evening)



প্রদ্যাবান্ লমতে জ্ঞানম্

Ph No. 9874820900/9007297534

23/49, GARIAHAT ROAD

KOLKATA-700029

Email :

prafullachandracollegegolpark@gmail.com

Website :

www.prafullachandracollege.ac.in

Ref. No.: _____

Date : _____

Agenda 4: To discuss working committee under IQAC

It was resolved that a committee will be formed to prepare project regarding promotion of college as a research centre. The committee will comprise of the following members

Dr K. Dutta Roy (Convener)

Dr S. Sarkar

Dr P. Paul

Dr D. Mukherjee

Dr S. Roy

It was also resolved that for Internal Quality Enhancement Squad, the following will comprise as members:

Dr K. Dutta Roy

Prof. A. Mukhopadhyay

Prof. T. K. Pal

Prof. M. Das

and

General Secretary, Students Union

Agenda 5: Commencement of new academic Session under CBCS:

Coordinator Dr. S. Roy opened the discussion on commencement of CBCS system for BA/BSc course from the current academic session 2018-19. The modalities (specified by the University) of the curricular delivery for different subjects, were discussed at length. The Coordinator requested the conveners of academic sub-committee and the routine committee to



Prafulla Chandra College

NAAC REACCREDITED
(Formerly City College Com. Dept.
South Kolkata Evening)



ব্রহ্মবান্ লভতে জ্ঞানম্

Ph No. 9874820900/9007297534
23/49, GARIAHAT ROAD
KOLKATA-700029

Email :
prafullachandracollegegolpark@gmail.com

Website :
www.prafullachandracollege.ac.in

Ref. No.: _____

Date: _____

take necessary steps relating to preparation of routine and distribution of syllabus for commencement of the new academic session.

Agenda 6 : To start conducting ADD On Courses

Principle, Dr R. Pani proposed that the departments should start conducting Add-On or Value-Added courses along with the regular course of teaching learning. It was unanimously resolved that add on courses be organised as per the convenience of the teachers and students of the respective departments and the heads of the departments were requested to initiate the process of formulating the course brochure and other necessary documents.

Agenda 7: Miscellaneous:

On Dr P Paul's proposal, it was unanimously resolved that free internet connection be provided throughout the campus.

Principle, Dr R. Pani proposed that IQAC should chalk out a comprehensive plan to make the college campus environment-friendly. Dr. S. Roy took the responsibility of formulating a policy document to ensure environmental sustainability in every sphere of activity in college and requested the Principal to ensure that the measures be implemented effectively.

The meeting ended with the vote of thanks to and from the chair.

R.P. —

Principal
Prafulla Chandra College
23/ 49, Gariahat Road
Kolkata-700029

Read and Confirmed

Sonali Roy

Coordinator
IQAC
Prafulla Chandra College



Notice No.

Dated.

NOTICE BOOK

20

Prafulla Chandra College

NAAC REACCREDITED
(Formerly City College Com. Dept.
South Kolkata Evening)



श्रद्धावान् लभते ज्ञानम्

Ph No. 9874820900/9007297534

23/49, GARIAHAT ROAD
KOLKATA-700029

Email :
prafullachandracollegegolpark@gmail.com

Website :
www.prafullachandracollege.ac.in

Ref. No.:

Date : 15.11.2018

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) of Prafulla Chandra College will be held on 27.11.2018 (Tuesday) at 7.00 p.m. in the Principal's Room to discuss the following agenda.

All members are earnestly requested to attend the meeting.

R.P.
Chairperson,
IQAC

Principal
Prafulla Chandra College
23/49, Gariahat Road
Kolkata-700029

Sonali Roy
Co-ordinator,
IQAC



Agenda:

1. Confirmation of the minutes of the last meeting held on 04.09.2018.
2. Submission of AQAR 2017-2018.
3. To consider the proposal of Internal Quality Enhancement Committee.
4. Miscellaneous.

Prafulla Chandra College

NAAC REACCREDITED

(Formerly City College Com.Dept.
South Kolkata Evening)



শ্রদ্ধাবান লভতে জ্ঞানম

Ph. No. (033) 2461-2689 / 1236
23/49, GARIAHAT ROAD
KOLKATA-700 029

Email :
prafullachandracollegegolpark@gmail.com

Web Site :
www.prafullachandracollege.ac.in

Ref. No. : _____

Date : _____

NOTICE

Date: 27.11.2018

The meeting of IQAC slated on today 27.11.2018 at 7.00 p.m. in the Principal's room of the college premises postponed due to unavoidable circumstances. The postponed meeting will be held on **Tuesday, 04.12.2018** at **7.00 p.m.** in the Principal's Room of the college premises with the same agenda.

Members are requested to attend the meeting.

R. D.
Chairperson,
IQAC



Smriti Roy
Co-ordinator,
IQAC

Sr
28/11/18

Panchajanya
27/11/18

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	২
তারিখ / Date	৪. ১২. ১৮

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	Principal's Room
সময় / Time	৭:০০ PM

- ১। ১. R. S. ৪. ১২. ১৮
২। ২.
৩। ৩.
৪। ৪. ৪. ১২. ১৮
৫। ৫. ৪. ১২. ১৮
৬। ৬. ৪. ১২. ১৮
৭। ৭. ৪. ১২. ১৮

- ৮। ৮. ৪. ১২. ১৮
৯। ৯. ৪. ১২. ১৮
১০। ১০. ৪. ১২. ১৮
১১। ১১. ৪. ১২. ১৮
১২। ১২. ৪. ১২. ১৮
১৩। ১৩. ৪. ১২. ১৮
১৪। ১৪. ৪. ১২. ১৮

- ১৫। ১৫.
১৬। ১৬.
১৭। ১৭.
১৮। ১৮.
১৯। ১৯.
২০। ২০.
২১। ২১.

নং / No. রেজল্যুশন / Resolution Adopted

Prafulla Chandra College
NAAC REACCREDITED
(Formerly City College Com. Dept.
South Kolkata Evening)



Ph No. 9874820900/9007297534
23/49, GARIAHAT ROAD
KOLKATA-700029
Email :
prafullachandracollegegolpark@gmail.com
Website :
www.prafullachandracollege.ac.in

Ref. No.: _____

Date : 26.02.2019

Minutes of the IQAC meeting held on 04-12-2018 at 7.00 p.m. in the Principal's room.

Meeting No 2/2018-19

Members present -

- Dr. Ratnakar Pani, Principal
Prof. P. K. Roy
Prof. J. Mukherjee
Dr. K. Dutta Roy
Dr. P. Paul
Dr. D. Mukherjee
Dr. S. Roy
Prof. A. Mukhopadhyay
Prof. P. Seth
Dr. S. Sarkar
Mr. G.S. Panchadyayi
Prof. S. K. Nath
Ms. Sumana Bhattacharya
Mr. Nemai Pradhan

Principal Dr. R. Pani presided over the meeting.

Agenda 1: Confirmation of the last meeting held on 04.09.2018.

Minutes of the last IQAC meeting held on 4.9.2018 was read and confirmed.

The report on the action taken on the basis of resolutions of the last meeting:

- Dr. Sharmila Mitra & Dr. Ruma Bhattacharya, two of the experts from different fields whose names were proposed as external members of IQAC were duly approached and eventually inducted into the Cell on the basis of their consent.
- The Internal Quality Enhancement Committee was set up and they submitted a proposal to the Coordinator to be discussed in the meeting

Agenda 2: Submission of AQAR 2017-18

The report of AQAR 2017-18 was placed before the house. The house accepted the report and resolved that the same be placed before the Governing Body for final approval.



Prafulla Chandra College

IAAC REACCREDITED
Formerly City College Com. Dept.
South Kolkata Evening)



প্রদ্যাবান্ লভতে জ্ঞানম্

Ph No. 9874820900/9007297534
23/49, GARIAHAT ROAD
KOLKATA-700029

Email :
prafullachandracollegegolpark@gmail.com

Website :
www.prafullachandracollege.ac.in

el. No.: _____

Date : _____

Agenda 3: To consider the proposal of Internal Quality Enhancement Committee:

It was proposed that the college building needed the following facilities to be installed to ensure better quality teaching learning and overall functioning.

Elevator, Ramp and Toilet for Divyangjans, Installation of Solar panels as alternate source of energy, renovation of the College Auditorium and construction of more classrooms.

After a discussion at length, it was unanimously resolved that the proposal for infrastructure upgradation be forwarded to the principal for necessary action.

Agenda 4: Miscellaneous:

No issues were raised.

The meeting came to an end with a vote of Thanks to and from the chair.

Read and Confirmed

Sonali Roy

Coordinator
IQAC

Prafulla Chandra College

R.P. —
Principal
Prafulla Chandra College
23/ 49, Gariahat Road
Kolkata-700029



Notice No.

Dated

NOTICE BOOK

२०

Prafulla Chandra College

NAAC REACCREDITED
(Formerly City College Com. Dept.
South Kolkata Evening)



अद्वैतान् लभते ज्ञानम्

Ph No. 9874820900/9007297534
23/49, GARIAHAT ROAD
KOLKATA-700029

Email :
prafullachandracolleggolpark@gmail.com

Website :
www.prafullachandracollege.ac.in

Ref. No.:

Date :

NOTICE

Date: 15.02.2019

A meeting of the Internal Quality Assurance Cell (IQAC) of Prafulla Chandra College will be held on 26.02.2019 (Tuesday) at 7.00 p.m. in the Principal's Room to discuss the following agenda.

All members are earnestly requested to attend the meeting.

R.P. —
Chairperson,
IQAC

Principal
Prafulla Chandra College
23/ 49, Gariahat Road
Kolkata-700029



Sonali Roy
Co-ordinator,
IQAC

Agenda:

1. Confirmation of the minutes of the last meeting held on 04.12.2018.
2. To prepare for forthcoming NAAC Visit in 2021.
3. Organisation of Seminar, Workshop etc.
4. Publication of Departmental Journal
5. Miscellaneous.

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	3
তারিখ / Date	26.02.19

উপস্থিত সভ্যগণের নাম NAME OF MEMBERS PRESENT

স্থান / Place	Principal's Room
সময় / Time	7.00 PM

- ১। ১. R. P.
- ২। ২. R. P.
- ৩। ৩. R. P.
- ৪। ৪. R. P.
- ৫। ৫. R. P.
- ৬। ৬. R. P.
- ৭। ৭. R. P.

- ৮। ৮. R. P.
- ৯। ৯. R. P.
- ১০। ১০. R. P.
- ১১। ১১. R. P.
- ১২। ১২. R. P.
- ১৩। ১৩. R. P.
- ১৪। ১৪. R. P.

- ১৫। ১৫. R. P.
- ১৬। ১৬. R. P.
- ১৭। ১৭. R. P.
- ১৮। ১৮. R. P.
- ১৯। ১৯. R. P.
- ২০। ২০. R. P.
- ২১। ২১. R. P.

নং / No.	রেজল্যুশন / Resolution Adopted
----------	--------------------------------

Prafulla Chandra College
NAAC REACCREDITED
(Formerly City College Com. Dept.
South Kolkata Evening)



Ph No. 9874820900/9007297534
23/49, GARIAHAT ROAD
KOLKATA-700029
Email :
prafullachandracollegegolpark@gmail.com
Website :
www.prafullachandracollege.ac.in

Ref. No.: _____

Date: 3.9.2019

Minutes of the IQAC meeting held on 26-02-2019 at 7.00 p.m. in the Principal's room.
Meeting No 3/2018-19

Members present -

- Dr. Ratnakar Pani, Principal
- Prof. P. K. Roy
- Prof. J. Mukherjee
- Dr. K. Dutta Roy
- Dr. P. Paul
- Dr. D. Mukherjee
- Dr. S. Roy
- Prof. S. Ganguly
- Prof. A. Mukhopadhyay
- Prof. T. K. Pal
- Prof. P. Seth
- Dr. S. Sarkar
- Prof. S. K. Nath
- Ms. Sumana Bhattacharya
- Mr. Nema Pradhan

Principal, Dr R. Pani presided over the meeting.

Agenda 1: Confirmation of the last meeting held on 04.12.2018.

Minutes of the last IQAC meeting held on 4.12.2018 was read and confirmed.



Prafulla Chandra College

IAAC REACCREDITED
Formerly City College Com. Dept.
(South Kolkata Evening)



প্রদ্যোত লক্ষ্যে জ্ঞানম্

Ph No. 9874820900/9007297534

23/49, GARIAHAT ROAD

KOLKATA-700029

Email :

prafullachandracolleggolpark@gmail.com

Website :

www.prafullachandracollege.ac.in

Ref. No.: _____

Date : _____

Agenda 2: To prepare for forthcoming NAAC visit in 2021.

With the permission of the chair, this agenda was incorporated and discussed first.

The Coordinator briefly discussed about the 7 criteria of SSR with special mention of Criterion 5 which is related to student support and progression.

Dr. P. Paul mentioned that the Placement Cell needs to be made properly functional and suggested that a proper Placement Officer be appointed to maintain contact with the industry.

The Coordinator Dr. S. Roy mentioned that the Grievance Redressal Cell also needs to be strengthened. The Principal Dr. Pani stressed on keeping records of the Guardian Meet properly and elaborated on the guidelines of keeping such records.

The principal then suggested that the Seven Criteria be distributed to seven teams comprising of two teachers in each team to look into each criterion in depth and identify the scope of improvement in each area. He suggested to meet each group separately and then go for a composite meeting to discuss about the NAAC related affairs.

It was unanimously resolved that seven teams comprising of two teachers each be formed and the seven criteria be distributed to them for studying.

Agenda 3: Organisation of Seminar Workshop etc.

- Prof. P. K. Roy proposed to organize a seminar in collaboration with IQAC, Jadavpur University. It was seconded by Dr. P. Paul.
- The principal suggested that the Departments of Bengali, English, History and Political Science should plan for an interdisciplinary seminar, prepare a proposal on 'Partition, Migration and Displacement' and submit it to ICSSR for funding.
- Prof. P. K. Roy suggested that a Quality Enhancement Workshop be organized in collaboration with IQAC, University of Calcutta.



মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

Prafulla Chandra College

NAAC REACCREDITED
(Formerly City College Com. Dept.
South Kolkata Evening)



ব্রহ্মাবান্ লমট ব্রাহ্ম

Ph No. 9874820900/9007297534
23/49, GARIAHAT ROAD
KOLKATA-700029

Email :
prafullachandracollegegolpark@gmail.com

Website :
www.prafullachandracollege.ac.in

Ref. No.: _____

Date : _____

Agenda 4: Publication of Departmental Journals

The Principal suggested that a multidisciplinary research journal be published by the college.
It was resolved that a fund be allocated by the college for this purpose.

Agenda 5: Miscellaneous:

Prof. S. K. Nath mentioned that the registration of the Alumni Association of the College
Needs to be done immediately as the earlier registration stands dismissed.

The meeting came to an end with a vote of thanks to and from the chair.

R.P.

Principal
Prafulla Chandra College
23/ 49, Gariahat Road
Kolkata-700029

Read and Confirmed

Sonali Roy

Coordinator
IQAC

Prafulla Chandra College

