

Notice No.

Dated

NOTICE BOOK

Prafulla Chandra College

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



শ্রদ্ধাবান সপথের জ্ঞানময়

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Web Site :
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Ref. No. :

Date :

NOTICE

Date: 25.01.2021

A meeting of the Internal Quality Assurance Cell (IQAC) of Prafulla Chandra College will be held on 01.02.2021 (Monday) at 5.30 p.m. in the Meeting Room of the college to discuss the following agenda.

In addition to the Members, the following faculty members are also requested to attend the meeting as Invitee Members:

1. Prof. Tushar Kanti Pal
2. Prof. Anuradha Mazumder
3. Dr. Subrata Sarkar
4. Dr. Aindrila Biswas

R. S. -
Chairperson,
IQAC

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



Sonali Roy
Co-ordinator,
IQAC

Agenda:

1. Confirmation of the minutes of the meeting held on 09.06.2020.
2. To consider Promotion and other benefits of UGC whole-time teachers.
3. Discussion on Preparation for NAAC.
4. Miscellaneous.

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	১৪৮১
তারিখ / Date	১/২/২১

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	Meeting Room
সময় / Time	৫.৩০ PM

১। ১.	R. Pani
২। ২.	
৩। ৩.	
৪। ৪.	
৫। ৫.	
৬। ৬.	
৭। ৭.	

৮। ৮.	Bhattacharya 1/2/21
৯। ৯.	P. K. Roy 1/2/21
১০। ১০.	D. S. Sarkar 1/2/21
১১। ১১.	A. Biswas 1/2/21
১২। ১২.	P. Seth 1/2/21
১৩। ১৩.	
১৪। ১৪.	

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

নং / No.

রেজল্যুশন / Resolution Adopted

Prafulla Chandra College

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Ref. No. : _____

Date : 26.06.21

Minutes of the IQAC meeting held on 01-02-2021 at 5.30 p.m. in the Meeting Room.

Members present-

Dr. Ratnakar Pani, Principal
Prof. P. K. Roy
Dr. K. Dutta Roy
Dr. P. Paul
Dr. D. Mukherjee
Dr. S. Roy
Dr. A. Mukhopadhyay
Prof. A. Mazumder
Prof. T. K. Paul
Prof. P. Seth
Dr. S. Sarkar
Dr. A. Biswas
Ms. Sumana Bhattacharya
Mr. Biswajit Saha

Minutes of the IQAC Meeting held on 01/02/2021

Principal Dr. R. Pani presided over the meeting.

Item No 1 - Minutes of the last meeting held on 09-06-2020 was read and confirmed.

Item No 2 – Dr. R. Pani said that once all the supporting documents for promotion are ready, the minimum score required once met, IQAC should hold a meeting to confirm the process for promotion for the said professors. Dr. S. Sarkar his promotion related papers. IQAC also requested Dr. A. Mukhopadhyay and Dr. Piyali Seth to submit their papers for PhD increment. Principal said 3 papers are required for PhD increment. Dr. A. Biswas has submitted her papers for service continuation to IQAC. Principal has asked to create a committee for promotion related work. The committee will consist of Dr. S. Sarkar, Dr. A. Biswas and Dr. P. Seth and Prof. A. mazumder. Dr. D. Mukherjee read out the application by Dr. S. Sarkar for promotion to IQAC coordinator.

Item No 3 – Principal informed that for NAAC, DVV(Data Verification, Validation) is the process that needs to be followed. DVV along with supporting documents needs to be submitted. This consists of 70% of the score, after which SSR would be prepared. All the data will be verified through software. After DVV once passed then the college can submit the SSR. SSR will consist of all the DVV materials. SSR consists of 40 questions, on which NAAC peer team will visit, the



R. Pani
Principal
Prafulla Chandra College
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weightage of which is 30% of the total points. Principal talked about the seven criterias and all the papers relating to those criteria should be prepared.

Item No 4: Miscellaneous – Dr. S. Roy informed that the composition of IQAC has changed, according to recent UGC notification. Principal added that the new composition can be prepared by the IQAC coordinator and send to governing body for ratification. Dr. S. Roy reported that MOU has been signed with Kanailal Bhattacharya College. Classes between Bengali Departments of two colleges is going to start from 5th February, 2021. As supporting documents for these exchange classes, Principal suggested the screenshot for the online classes must be taken. Dr. S. Roy informed that as informed by Prof. S. Ganguly, students are unable to enter online classes due to overcrowding, particularly for B.Com classes.

The meeting ended with vote of thanks to the chair.

Read and Confirmed
Sonali Roy

Coordinator
IQAC
Prafulla Chandra College



R. Pan
Principal
Prafulla Chandra College
23/49, Gariahat Road
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NOTICE BOOK

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Ref. No.:

Date :

NOTICE

Date: 20.06.2021

A virtual meeting of the Internal Quality Assurance Cell (IQAC) of Prafulla Chandra College will be held on 26.06.2021 (Saturday) at 7.00 p.m. through google meet platform to discuss the following agenda.

All members are requested to join the meeting. Link will be provided before 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 01.02.2021.
2. To discuss about submission of AQAR for 2019-20.
3. To organise Vaccination Camp along with two Sister Colleges in collaboration with KMC.
4. To discuss admission related issues as per Calcutta University guidelines.
5. Academic Planning & other matters.
6. To report on FEP (Faculty Exchange Programme)
7. Miscellaneous.



মিটিং রেজল্যুশন বই

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	০৪৬ ২
তারিখ / Date	২৬/৬/২১

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	
সময় / Time	
১৫। 15.	
১৬। 16.	
১৭। 17.	
১৮। 18.	
১৯। 19.	
২০। 20.	
২১। 21.	

১। 1.	৮। 8.
২। 2.	৯। 9.
৩। 3.	১০। 10.
৪। 4.	১১। 11.
৫। 5.	১২। 12.
৬। 6.	১৩। 13.
৭। 7.	১৪। 14.

নং / No. রেজল্যুশন / Resolution Adopted

virtual Meeting held on 26.6.21

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প্রদ্যাব্দ লক্ষ্যে গান্ধী

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Ref. No.: _____

Date: 10.9.2021

Minutes of the IQAC online meeting held on 26-06-2021 at 6.00 p.m..

Members present -

Dr. Ratnakar Pani, Principal
Prof. P. K. Roy
Dr. K. Dutta Roy
Dr. P. Paul
Dr. D. Mukherjee
Dr. S. Roy
Prof. S. Ganguly
Dr. A. Mukhopadhyay
Prof. S. K. Nath
Mr. Sanjib Kharwal
Mr. Biswajit Saha

Principal Dr. R. Pani presided over the meeting

Item No 1 - Minutes of the last meeting held on 01.02.2021 was read and confirmed.

Item No 2 - Discussion on submission of AQAR 2019-20. Dr. S. Roy reported that last date for submission of 2019-20 is 31-Aug-2020 but till now all information are not available. Dr. S. Roy raised her concern about this matter. Principal Dr. Pani assured that matters would be addressed after resume the college from 1st July, 2021. Dr. P. Paul suggested informing all respective teachers to submit required data.

Item No 3 - Regarding vaccination camp, Prof. P.K. Roy informed that The Corporation may take the responsibility of vaccination if three colleges of this building apply for the same. Dr. P. Paul did not agree with the idea of collaborative application by three colleges. Principal Dr. R. Pani mentioned that Higher Education Department may take some action for the undergraduate colleges, accordingly he suggested to wait.

Item No 4 - Dr. A. Mukhopadhyay raised admission related issues. Unanimously decided that based on University guideline regarding admission, admission committee should take the necessary action. Principal requested the teachers to increase their participation in their respective research and paper presentations.

Item No. 5 - Principal R. Pani stated that the exams for even semesters will start from July 2021. All the departments should take necessary steps to conduct the examination accordingly. Dr. S. Roy suggested online examination should be conducted through College Portal. All members were agreed with this proposal. It was resolved that the examination of even semester, 2020-21 will be conducted through college portal.



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Dr Keka Dutta Roy, Convenor of the Academic Subcommittee, raised the issue of academic planning for the forthcoming academic session, after the even semester university examinations are over. She suggested that the college Academic Calendar be prepared in alignment with the university academic calendar, like every year. She requested the members of the Routine Subcommittee to prepare the Master Routine, and suggested that departmental routines be prepared according to the Master Routine of the college. The house unanimously agreed to her suggestions.

Item No 6 – Dr. S. Roy informed that faculty exchange programme with Dr. Kanailal Bhattacharyya College has been started from February, 2021. Principal suggested ADD-ON courses should be started again. The house unanimously accepted the suggestion.

Item No 7 – Principal said the College should introduce more Add-On courses for students. The College should approach to the proper authorized agencies those who are entitled to issue the appropriate certificates. It was also discussed the college should apply for collaboration and funding from other agencies. It was resolved that the department will send proposal at earliest.

Misc. No issue was raised.

Meeting ended with vote of thanks to and from the chair.

P.P.
Principal
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Read and Confirmed
Sonali Roy
Coordinator
IQAC
Prafulla Chandra College

