

# MINUTES OF THE IQAC MEETING

Held on 12th January 2023, 4:30 pm, MRB01

Members Present: Dr. Shampa Chakraberty, Dr. Subir Sen, Mr. Ramkrishna Ray, Dr. Pritesh Devbhuti, Dr. Satarupa Acharjee Mr. Kaushik Rana, Mr. Sanjeev Mitra, Dr. Subhasis Maity, Dr. Swarupananda Mukherjee, Mr. Gopal Sen, Mrs. Supriya Banerjee, Mr. Bikash Saha, Dr. Nilanjana Sinha, Mrs. Soma Basu,

Absent: , Dr. Soujanya Pudi, Dr. Mainak Mal

Agenda:

1. Nominating New Spoke for NAAC.
2. Edition of International Journal
3. Purulia Nature Camp
4. Blood Donation Camp
5. Parent Teachers Meet
6. Final Practical Examination
7. Mentor Mentee

In the meeting, the following have been discussed & resolved as per agenda mentioned above:

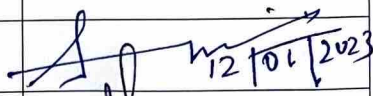
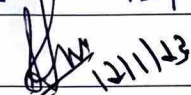
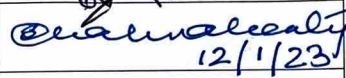

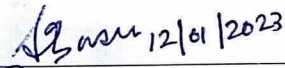

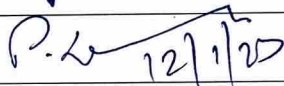
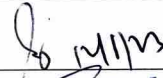


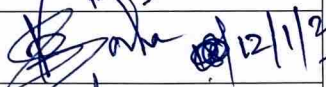
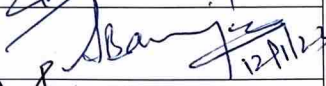
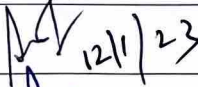
1. IQAC team nominated Dr.Subir Sen as the spoke for NAAC going forward.
2. The new edition of Journal of Management Research is finalised and will be published by February 2023.All the paper received were double blind reviewed and plagiarism was checked.
3. A nature camp is being organised from 18-22<sup>nd</sup> of February for faculty and students of MBA. The camp tried to inculcate physical fitness and agility among students through rock climbing, trekking, and other related activities.
4. A blood donation camp is being organised by NBS on 3<sup>rd</sup> February where interested students, faculty members and staff will participate. Dr.Saroj Gupta Cancer & Research Institute has kindly consented to be the donor partner.
5. All the PCs are advised to start the process of parents meet for all the existing batches. It is mandatory to conduct the parents' meet before the semester examination through online/off-line subject to the availability of parents.
6. Final practical examination (60 marks) must be conducted, inviting external examinations for all programs of DOPT and NBS. Doubt clearing classes (if required),

should commence thereafter to identify and help the slow learners. Value added curriculum should be implemented for all programs of DOPT and NBS.

7. Mentor-mentee system should be made robust and the resolution of the Mentor - Mentee meeting must be ratified by the director. Mentorship policy should be finalised and circulated from the Director's office. A system should be put in place by the PCs to follow the rubrics from next semester onwards for all programs of DOPT and NBS. Dr Swarupananda Mukherjee will train and assist the members of DOPT and NBS regarding Rubrics.

The meeting ended with thanking the chair.

**ATTENDANCE SHEET OF MEMBERS IN IQAC MEETING, DATED 12<sup>TH</sup> Jan 2023**

NAME	DESIGNATION	SIGNATURE
Dr. Subhasis Maity	Chairman. IQAC	 12/01/2023
Dr. Subir Sen	Principal, NKC-GOI	 12/1/23
Dr. Shampa Chakraberty	Professor, NKC - GOI Coordinator - IQAC	 12/1/23
Dr. Soujanya Pudi	Head - CLCC, NKC - GOI	
Dr. Mainak Mal	Assistant Professor, NKC - GOI	
Dr. Nilanjana Sinha	Assistant Professor. NKC -GOI	
Mrs. Soma Basu	Assistant Professor, NKC - GOI	 12/01/2023
Mr. Ramkrishna Ray	Manager. Finance	
Dr. Pritesh Devbhuti	Associate Professor, NKC-GOI	 12/1/23
Dr. Satarupa Acharjee	Associate Professor, NKC-GOI	
Mr. Kaushik Rana	Head – IT, NKC - GOI	 12/1/23
Dr. Swarupananda Mukherjee	Assistant Professor, NKC -GOI	 12/01/23
Mr. Bikash Saha	Assistant Professor, NKC -GOI	 12/1/23
Mrs. Supriya Banerjee	Librarian. NKC - GOI	 12/1/23
Mr. Gopal Sen	Head – Exam, NKC - GOI	 12/1/23
Mr. Sanjeev Mitra	Head Administration. NKC - GOI	