

Proceedings of the 4th meeting of IQAC held on 04.04.2017 at 2.30 pm in the Conference Room adjacent to the Vice-Chancellor's Secretariat, University of Kalyani.

Members Present:

1. Prof.(Dr.) Sankar Kumar Ghosh, Vice-Chancellor & Chairman, IQAC, K.U.
2. Prof.(Dr.) Goutam Kumar Paul, Dept. of Physiology, K.U.
3. Prof. (Dr.) Shital K. Chattopadhyay, Dept. of Chemistry, K.U.
4. Prof. (Dr.) Nilashis Nandi, Dept. of Chemistry, K.U.
5. Prof. (Dr.) Manas Kumar Sanyal, Dept. of Business Administration, K.U.
6. Prof.(Dr.) Debansu Ray, Registrar, K.U.
7. Dr. Subrata Kumar Ray, Inspector of Colleges, K.U.
8. Smt. Sharmila Majumdar, Dept. of English, K.U.
9. Sri Iman Sengupta, Development Officer (Offg.), K.U.
10. Sri Dipansu Mondal, System-in-Charge (Offg.), CIRM, K.U.
11. Dr. Bijan Sarkar, Department of Education, K.U.
12. Prof. Jyotsna Kumar Mandal, Director, IQAC, K.U.

The Honourable Chairman of IQAC and Vice-Chancellor, University of Kalyani welcomed all members to the 4th meeting of reconstructed IQAC, University of Kalyani.

The Vice-Chancellor reported that the University has obtained 66th ranking under 'University' category in MHRD NIRF Ranking.

The Vice-Chancellor has also reported the recommendations of NAAC Peer Team. The University secured 3.12 point and obtained "A" grade from NAAC.

Honourable Vice-Chancellor advised to conduct the meeting of IQAC within a period of 45 days. The Chairman reported that the University has planned to conduct the recruitment phase wise for which the advertisement will be made shortly.

The Honourable Vice-Chancellor read in depth, comments and recommendations of NAAC Peer Team.

As recommended by the NAAC Peer Team regarding academic flexibility (2.1.2) it has been suggested to implement CBCS comprehensively from new session (July 2017).

As suggested by the NAAC Peer Team, it has been proposed to make the IPR Cell more strengthful and the potential within the faculties to be explored. The consultancy services will

be strengthened. The faculty members will also be encouraged to acquire patents of their research. It has also been proposed to generate more revenue from consultancy services.

Regarding extension activities and outreach programs, it has been decided to adopt more villages within the jurisdiction of the University. It has also been planned to sign MOU with MHRD to conduct outreach program extensively. Chairman reported that there will be a 21 days teacher empowerment programme for the teachers of Kendriya Vidyalaya which will be started on and from 14th June 2017 at the University premises. The University already planned for extensive outreach programs through collaborative effort with our affiliated institutions.

Regarding suggestions of NAAC Peer Team for improvement of benchmark of IQAC, it was proposed to adopt feedback from Guardians and Alumni's. The Director IQAC will initiate the process in accordance with the Chairman, IQAC. It has also been decided that a one day workshop will be conducted where principals and IQAC Co-ordinators of all affiliated colleges under Kalyani University will be invited to participate in the workshop. The main objective of the workshop will be to motivate all college for regular activities of IQAC cell as per NAAC guideline. The coordination with the colleges for the workshop will be done by the Inspector of Colleges, Kalyani University.

It was also proposed to organize another workshop by the IQAC where different domain experts will be invited to deliver invited talks on Benchmarking of IQAC of Kalyani University, as suggested by the NAAC Peer Team.

As per suggestion of NAAC Peer Team, the Placement Cell will be made more active to overcome the difficulties of placement related issues so that more industry people can be brought to the campus for interaction and recruitment.

As per observation of the NAAC Peer Team, the solar system/solar energy consumption in the campus will be increased.

As per the observation of NAAC Peer Team, it was reported by the Chairman that the focus on Alumni Association is very much weak. It was suggested to associate the faculty members who are Alumni of the University, such as Prof. Sital K Chattopadhyay, Prof. Subhash Chandra Sarkar, Prof. Prabir Bandopadhyay, Prof. Indrajit Lahiri, Prof. Samir Kumar Mukherjee, Prof. Manas Kumar Sanyal and other faculty members who are all Alumni of the University. It was also suggested to design a portal for the same. The Director will call a meeting with these Alumni for future course of action.

The University has no Language Laboratory. The same has been noticed by the NAAC Peer Team. Honourable Chairman pointed out the same and suggested that the Language Laboratory

may be constructed at any department. One smart class room may be converted to the Language Laboratory. Experts from STEP III of IIT Kharagpur will be consulted for constructing the Language Laboratory. It was also decided that some facilities for differently able students will also be created within the same premise where the language Laboratory will be fabricated.

As suggested by the NAAC Peer Team the coaching for persuing to qualify NET/SLATE will be intensified. The Chairman suggested that a part of the content of NET/SLATE syllabus may be incorporated into the Ph.D. Course Work curriculum. Members welcomed the proposal of the Chairman which will be helpful to the candidates who are persuing for their National Eligibility Tests.

It was reported by the Chairman that the NAAC Peer Team has suggested to unify some Biological Science Department to form an "Advanced Study on Biological Science" Members welcomed the suggestion of NAAC Peer Team for the same. Chairman suggested that a Committee will be formed shortly to persue for the same.

As suggested by the team regarding implementation of e-Governance system, the Chairman proposed to implement E-Governance system in all sections of the administrative work. A project regarding implement of E-Governance system has also been send to the funding agency for approval. Two experts from the University Community have also presented the proposal at Delhi and feedbacks are encouraging. Based on suggestions of Peer Team it was decided to adopt PPP and PPPP Model adopted by PUNE Municipal Corporation in the University. Members welcomed the proposal. After a long discussions based on the report/suggestions of NAAC Peer Team the main agenda started.

Agenda 1: Confirmation of the proceedings of the 3rd meeting of the IQAC.

The minutes of the 3rd meeting of IQAC was read by the Director, IQAC. The same has also been circulated to all members. The proceeding has been confirmed by the members.

Agenda 2: To discuss regarding preservation of documents related to recent NAAC visit.

The matter related to preservation of all soft copy and hard copy documents was discussed in depth. It was decided that one copy of each document both in the form of softcopy and hardcopy to be preserved at IQAC for futures reference . Director IQAC is authorised to take initiatives in this regards.

Agenda 3: Printing of Quality Assurance Report of 2015-16 and finalization of the Tender

The Director IQAC placed the draft Quality Assurance Report(2015-16) to the members. Director also requested to the members to change the name of the Quality Assurance Report (QAR) to Academic Audit and Quality Assurance

Report(AAQAR) as per suggestion given by the some experts during NAAC visit. Some members raised some questions regarding how the other institutions are preparing the Academic Audit Report. After a great deal of discussions, the Chairman advised to the Director, IQAC to see the report of other institution and finalise the same. The committee unanimously approved the process for tendering to print the Report. It was decided that 300(Three hundred) copies of the report to be printed. The tentative budget as cost of printing will be 1,00,000/-(One Lakh) The Director, IQAC is authorised to take necessary steps to execute the tender process following university norms.

Agenda 4: Notification for reports from departments/centers/officers for preparation of AQAR 2016-17

The Director placed the proposal for sending request to all Heads /Section in-Charge regarding sending of information to Prepare AQAR 2016-17. The committee members unanimously passed the proposal and the Director IQAC is authorized to send notification for collection of relevant data.

Agenda: 5: To consider a letter from the HOD, Department of Visual Art forwarded by the Registrar to the IQAC

The members discussed regarding methodology of evaluation /calculations of API for the faculty members of Visual Arts Department. It was decided that neither IQAC nor University can decide on the issue.

The Chairman will write to the UGC regarding the matter. Dr. Nilashis Nandi as Chairman, CAS API subcommittee will look after the matter.

Agenda 6: List of Journals suggested from various departments for sending the same to the UGC

Only few departments and some colleges have send their list to the IQAC for forwarding the same to the UGC. As majority of the department did not submit the list of Journals, it was decided to send another notification to the Head of Departments to submit the same. The Registrar, University of Kalyani will issue the circular.

Agenda 7: Action Plan for the year 2017-2018

It was decided to organize following activities by the IQAC for the coming session.

1. One workshop with Principals and Co-ordinator IQAC of all affiliated Colleges under Kalyani University.
2. One workshop for Benchmarking of IQAC by inviting Domain Experts in the field of IQAC within the country

Agenda 8: Budget of IQAC

As there is no budget / sanction amount for the day to day expenses of IQAC, it was suggested for sanction of Rs 20000/-(twenty thousand) for three month expenditure/based on requirement at a time/ on regular basis. Members unanimously accept the proposal.


Agenda 9: Purchase of Braille software preparation of project proposal

The matter was discussed in depth. Chairman desire to send one proposal to construct a Centre for Differently Able students at the Kalyani University premises. As Dr. Bijan Sarkar has already taken initiative to frame the proposal for constructions of a centre for Differently Able students.

Agenda 10: Misc.

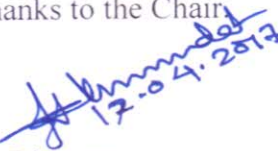
Chairman discussed about different awareness programs to be conducted by the University. It was decided to make a proposal for hosting para Olympic tournament within the Campus.

As there was no matter left, the meeting was ended with vote of thanks to the Chair.


Chairman

Internal Quality Assurance Cell
University of Kalyani

Vice-Chancellor
University of Kalyani


17-04-2017

Director

Internal Quality Assurance Cell
University of Kalyani

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