

Proceedings of the 3rd meeting of IQAC held on 09.11.2016 at 2pm in the conference room adjacent to the Vice-Chancellor's Secretariat, University of Kalyani.

Members Present:

1. Professor Malayendu Saha, Vice-Chancellor & Chairman, IQAC, K.U.
2. Prof. Manas Kumar Sanyal, Department of Business Administration, K.U.
3. Prof. Shital K. Chattopadhyay, Department of Chemistry, K.U.
4. Dr. Subrata Kumar Ray, Inspector of Colleges, K.U.
5. Prof. Nilashis Nandi, Department of Chemistry, K.U.
6. Dr. Ujjal Marjit, System-in-Charge, CIRM, K.U.
7. Dr. Bijan Sarkar, Assistant Professor, Department of Education, K.U.
8. Sri Iman Sengupta, Development Officer (Offg.), K.U.
9. Prof. Jyotsna Kumar Mandal, Director, IQAC, K.U.

The Honourable Chairman of IQAC and Vice-Chancellor, University of Kalyani welcomed members. Then the formal meeting started based on the circulated agenda.

Agenda 1: Confirmation of the proceedings of the 2nd meeting of the IQAC.

The proceedings of the 2nd meeting of the IQAC was read and confirmed unanimously.

Agenda 2: To discuss some important issues related to NAAC visit.

Prof. Sital Chattopadhyay discussed regarding ensuing NAAC visit during 5th to 7th December, 2016. It was decided to prepare a comprehensive document regarding activities of IQAC.

It was also decided to prepare a Power Point presentation containing activities of IQAC during last five years.

Agenda 3: Finalization of AQAR 2015-16

IQAC collected data from various sections of the University. The Cell has prepared the draft report in the revised format (2013). The report has been placed before the members of the committee. Discussions were held regarding analysis of the report. After a great deal of discussions the report was unanimously passed by the committee. The Director, IQAC is authorized to forward the report to the authority and publish the same into the University Website.

Agenda 4: Misc.

- (i) Letter of Dr. Dev Swarup, Joint Secretary, UGC (Ref. no.(D.O.No.F 10-2/2013(SCT) dated September 2016)

The letter was placed before the members. Members unanimously suggest for procurement of the following for the hearing impaired students.

- a) Braille Books
- b) Talking Books
- c) Sign Language Interpreter

The Director, IQAC will reply to the UGC accordingly.

- (ii) Members opined for a budget provisions for incoming NAAC visit. It was decided that Rs. 15,000/- (Fifteen thousand only) will be asked for the same.
- (iii) Director reported that as per the directions of university authority data for Biodiversity study/project at Sikkim has been collected by the IQAC and the same has been forwarded to the Sikkim Government.
- (iv) The Director, IQAC reported to the members that online form regarding 'Pay Review' as requested by the Pay Review Committee, UGC has been filled up by the IQAC taking inputs from various sections/departments and centres. Members are satisfied on the proceedings of the IQAC regarding the matter.
- (v) Director, IQAC reported that one Group D Staff is required for the IQAC Cell. Members agreed on the matter and authorized the Director to take necessary steps in this matter.

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


Director
Internal Quality Assurance Cell
University of Kalyani

Director
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Vice-Chancellor
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