

Rani Birla Girls' College
38, Shakespeare Sarani, Kolkata 700017

INTERNAL QUALITY ASSURANCE CELL

Notice No.

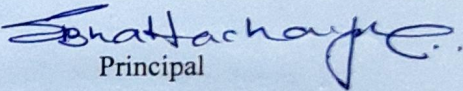
DATE: 03.07.2023

An emergent meeting of the Internal members of the IQAC shall be held on 6th July 2023 at 11am in the Principal's room to discuss the following agendum:

1. Discussion and distribution of workload for filling up of Grade Calculation Documents/Formats provided by the Department of Higher Education, Government of West Bengal.

All members are requested to attend the meeting.

Sushmita Das
IQAC Coordinator


Principal

PRINCIPAL
RANI BIRLA GIRLS' COLLEGE
38, SHAKESPEARE SARANI
KOLKATA - 700017

Members Present:

1. ~~Shattacharya~~ 6/7/23.
2. Sighanta Das 6.7.23
3. Pralaya 06.07.23
4. Rohini 06.07.2023
5. Sanjukta Mishra 06.07.2023
6. Kalpana Biswas 06/7/2023
7. Kamak Kumar Jana 06/07/2023
8. Pushpa Tiwary 06.07.2023
9. Siddhartha Sarker 06/07/2023
10. Anjali Pramanik. 06/07/2023

Invitee member:

1. Darshita Paul. 06.07.2023

Minutes of the meeting held on 6.7.2023
at 11 am in the Principal's Office.

A meeting of the IQAC (Internal Members) was held on 6.7.2023 on an emergent basis at 11 am in the Principal's office. The meeting was chaired by the Principal, DR. Srabanti Bhattacharya.

- The Principal congratulated Mrs. Suchmita Das as the new Coordinator of the IQAC.
- Mrs. Das thanked the Principal for entrusting her with this responsibility. The Coordinator solicited the support and cooperation of the other members and expressed her hope to work successfully as a team.
- The Co-ordinator further informed that she has invited DR. Samila Paul, member of AQAR Criterion 2 committee to attend this meeting.
- The Principal informed the house that AQAR for session 2021-2022 has been accepted by NAAC and that the process to upload AQAR for session 2022-2023 must be initiated soon.
- In this respect, the Principal informed that a whatsapp State Government District wise/ State Mentor - Mentee group has been created with respective Principals of different colleges. This has been done keeping in mind the urgent necessity of NAAC Accreditation for all colleges to avoid (a) admission bar (b) Degree derecognition for non accredited colleges.
- The college is due for the 3rd cycle of Accreditation for which SSR is to be submitted on the basis of last 5 years i.e.

2018-2019; 2019-2020; 2020-2021, 2021-2022; 2022-2023. It was further reported that a 'Grade Calculator' has been devised by the State Mentor-Mentee group which will help colleges ascertain their respective, probable Accreditation grade. This Grade Calculation data sheet has to be submitted latest by 15th July 2023.

- In view of this, the Principal proposed to form a NAAC Steering Committee and appoint a Coordinator for this purpose. She proposed the name of Mrs. Pampa Chatterjee as the Coordinator. Mrs S. Das, Coordinator IQAC seconded the proposal. The other members too accepted this proposal unanimously.
- Mrs. Pampa Chatterjee, as the newly appointed NAAC Steering Committee Coordinator, proposed to have an Assistant Coordinator to help her discharge her responsibilities especially the IT part. She proposed the name of Dr. Sarmila Paul and Dr. Keya Dutta seconded the proposal. The house unanimously agreed and approved the proposal.
- The Principal informed that a workshop for IQAC internal members has been arranged for on 12th July, 12.30 pm onwards. This workshop will help each understand the kind of work that is to be done and the way to implement it. The concerned Convenors of each of the 7 Criteria along with one member each are to compulsorily attend the workshop.
- The Principal, ^{IQAC} Coordinator and NAAC Steering Committee Coordinator will draft a list of Convenors and respective members for each Criterion.

- and circulate it among the members. (Annexure 1)
- Work and preparation for grade calculation must be initiated immediately and each criterion converter will have to submit respective data by 13th July, 2023.
 - The Principal reported that an Administrative Training programme on E-Tendering process will be conducted for staff of the Accounts section and members of the Tender Purchase Committee on 14th July 2023.
 - The meeting ended with the IQAC coordinator thanking the Principal and the members.

Read & Confirmed
S. Bhattacharya
11/7/23

**Internal Quality Assurance Cell (IQAC)**

No. 102/NOTICE/PRIN/2023

06/07/2023

NAAC STREERING COMMITTEE

Coordinator – Ms. Pampa Chatterjee

Assistant Coordinator – Dr. Sarmila Paul

Criterion	Name of the Criterion	Weightage	Committee Members
I	Curricular Aspect	100	Anjali Pramanick (Convener) Dr. Priti Ghatani Siddhartha Sarkar Dr. Apalak Das Ishita Biswas Abhijeet Saha Babar Ali
II	Teaching, Learning Evaluation	350	Dr. Sarmila Paul (Convener) Dr. Nandita Chaudhuri Sushmita Das Maniruzzaha Rahaman Debarchana Dutta Dr. Sharmistha Mukherjee Dipmalya Karmakar Sukdev Roy Dayamay Mukherjee
III	Research Innovation Extension	110	Kalpana Biswas (Convener) Dr. Kanak Kumar Jana Ritwik Balo Debarshi Bhattacharyya Jayita Bose Sanjukta Ghosh Sanjib Roy

Sushmita Das
COORDINATOR, IQACRANI BIRLA GIRLS' COLLEGE
38, SHAKESPEARE SARANI,
KOLKATA - 700 017

Bhattacharyya

Principal

RANI BIRLA GIRLS' COLLEGE
38, Shakespeare Sarani

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Annexure 1

PHONE : 2287-5509 / 2283-5797

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Kolkata - 700 017

GOVT. AIDED NAAC ACCREDITED



Criterion	Name of the Criterion	Weightage	Committee Members
IV	Infrastructure Learning Resource	100	Dr. Sanjukta Mitra (Convener) Manab Mandal Dr. Vijaya Singh Poorna Banerjee Akanksha Golchaa Sandeep Roy Chowdhury Tarun Kumar Roy Amit Ghosh
V	Student Support and Progression	140	Dr. Pushpa Tiwary (Convener) Jyoti Gurpeet Walia Fauzia Javed Dr. Sunanda Mitra Roy Kinshuk Das Sourav Motilal Subrata Chakraborty Narayan Jati
VI	Governance, Leadership and Management	100	Kamalika Paul (Convener) Pampa Chatterjee Namrata Subba Dr. Angana Sanyal Pubalina Samanta Trina Bhattacharyya Amit Sircar
VII	Institutional Values and Best Practices	100	Dr. Keya Dutta (Convener) Dr. Apala Dasgupta Barat Mantoo Das Swati Bhattacharyya Sayantani Maitra Sayan Dutta Antarjyami Das Vinod Tiwary

Sushmita Das

Sushmita Das

IOAC Coordinator

COORDINATOR, IOAC

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S. Bhattacharya

Dr. Srabanti Bhattacharya

Principal

Principal

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