

RANI BIRLA GIRLS' COLLEGE, KOLKATA

NOTICE

28TH MAY 2024

With the view to preparing the SSR on time, all the members of the 7 criteria are requested to meet the IQAC and NAAC coordinators with all the data collected and compiled according to the following schedule:

DATE	TIME	CRITERION
3 RD JUNE 2024	10.00 am	Criterion 5
	1.00 pm	Criterion 4
5 TH JUNE 2024	10.00 am	Criterion 2
6 TH JUNE 2024	10.00 pm	Criterion 3
	1.00 pm	Criterion 6
7 TH JUNE 2024	12 NOON	Criterion 1
10 TH JUNE 2024	12 NOON	Criterion 7

Members are requested to organise the data, both for QnM and QIM, according to the Metric points after consulting the NEW Manual, SOP, Benchmark and Grade calculator. All the data must have the cover page, data template and additional document in proper format.

Your cooperation in this urgent exercise is sincerely solicited.

Sushmita Das

Pampa Chatterjee

SUSHMITA DAS
IQAC COORDINATOR

PAMPA CHATTERJEE
NAAC COORDINATOR

SARMILA PAUL
NAAC COORDINATOR

COORDINATOR, IQAC
RANI BIRLA GIRLS' COLLEGE
8, SHAKESTARE SARANI
KOLKATA - 700 017

Members Present:

1. Bhattacharya
2. Sushmita Das 28/5/24; 3/6/24; 5/6/24, 6/6/24, 7/6/24
10/6/24
3. ~~_____~~
4. Debanshi Bhattacharyya
5. Tiwary
6. Mazhar Mondol
7. Fauzi Saied
8. Anjali Pramanick. 07/06/24
9. Smita
10. ~~_____~~
11. Ruchi Sulo
12. Sayantani Mukherjee 5.06.24.
13. Debarechana Jutta
14. Som 5.6.24
15. Thakurji

Minutes of the meeting held on 3rd June, 5th June,
6th June, 7th June, 10th June

- Data organised for OnM and QLM according to Metric points was checked by the Principal, IBAC Coordinator and NAAC coordinators.
- It was observed that certain data was not in accordance with the New Manual / SOP / Benchmark and Grade Calculator and the respective Convenors was asked to make necessary corrections
- It was also decided that all data must have a common cover page (to be designed by SP) and that data template and additional document must be in proper format.

- The following corrections are to be made in the
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- (i) Extended Profile - data mismatch.
- (ii) Nos. of sanctioned posts year wise data mismatch
- (iii) Ratio of student : teacher (Page 34) needs to be recalculated.
- (iv) 2.1.1, 2.2 (Page 26) - year wise signatures required.
- (v) 6.3.2, 6.3.3
- (vi) 1.3.2 - summary sheet for field work missing sample project / field report to be included.
- (vii) 2.1.2 - Remarks Box empty
- (viii) 3.2.2 - Hard copy of photographs to be scanned.
- (ix) 5.4.1 - Minutes of few meetings of Grievance Cell yet to be uploaded

- With a view to completing the SSR it was decided that another meeting with few members of the NAAC Steering Committee was necessary.