



Achhruram Memorial College

[AFFILIATED TO SIDHO-KANHO-BIRSHA UNIVERSITY]

NAAC GRADE B (2008)

JHALDA, PURULIA, WEST BENGAL, INDIA, PIN: 723 202

Ref No:

Date: 13.07.2019

NOTICE

An IQAC meeting of the college will be held on 20.07.2019 at 1:30 pm in the staff room. All the members of IQAC are requested to attend the meeting.

Agenda

1. To read and confirm the proceedings of last meeting held on 20.06.2019
2. Issues of new academic session 2019-20
3. Preparation and confirmation of AQAR report for 2018-19
4. Discussions regarding the construction of new classrooms.
5. Construction of girl's common room and toilet.
6. Discussions on the measures to be taken for Green initiatives inside the college campus.
7. Educational tours to be arranged from the respective departments
8. Extension of the existing computer labs.
9. Purchase of computers.
10. Purchase of high and low bench for the classroom.
11. Discussion regarding introduction of course for computer education as a soft-skill development.
12. Miscellaneous

Members

1. Dr. Arup Kanti Konar, (Principal, Chairperson)
2. SDO, Jhalda (or his/her Representative)
3. Dr. Debopam Raha (IQAC coordinator)
4. Sri Samar Kanti Chakrabarty (Teachers Council Secretary)
5. All Departmental Heads
6. Smt. Riptika Pal (Librarian)
7. Sri Asit Lahiri (Head Clerk)
8. Smt. Shatabdi Poddar (Alumni Member)
9. Dr. Prabodh Kuiry (External Expert, SKBU)
10. Sri Monish Keshri (Industrialist)

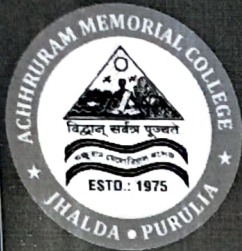
Principal

Arup Kanti Konar
13/07/19

PRINCIPAL
ACHHRURAM MEMORIAL COLLEGE
JHALDA, PURULIA
WEST BENGAL

Debopam Raha
13-07-19
IQAC coordinator

COORDINATOR
IQAC
A.M. COLLEGE
JHALDA, PURULIA



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Ref No:

Date:

Minutes of the proceedings of the meeting of IQAC of the college held on 20.07.2019 at 1:30 pm in the staff room

The principal took the chair and declared the meeting open.

Item no. 1: Resolution adopted: The resolutions of the previous meeting has been read out and confirmed.

Item no. 2: Resolution adopted: The IQAC coordinator discusses the action plan for Academic year 2019-20. Routines should be prepared and displayed in the offline as well as online mode. Academic calendar must be prepared. Distribution of syllabus must be performed for each department based on their departmental meeting. A draft of academic calendar for the year 2019-20 was placed by the IQAC coordinator in front of the members and principal was requested to check and approve the academic calendar.

Item no. 3: Resolution adopted: In the meeting, IQAC coordinator discusses that the AQAR report for the year 2018-19 is prepared and subsequently it should be placed before the statutory body (IQAC) for confirmation.

Item no. 4: Resolution adopted: IQAC coordinator raised an emergency requirement of the allotment of classroom for various subjects department wise, since many subjects like Mathematics, Botany, have only a single room partitioned for taking classes as well as a space for sitting of the staff members. Department of Hindi was joined with the department of Physical education. Many other departments have a requirement for rooms to be allotted for classes. Being a practical based subject, theoretical classes along with the practical sessions for the students of all the three semesters was not possible to organize in a single room. After a discussion, principal advised to raise this concern in the next TC meeting for a positive response from the house.

Item no. 5: Resolution adopted: A requirement of a girl's common room and a toilet was also raised as a concern by the IQAC coordinator. In every session especially during the university examinations, students from other colleges felt difficulty in accessing the toilet. Moreover, a girl's common room will also facilitate our female students for a place to relax, to study, to chat informally etc. So, along with the previous agenda to allot classrooms, allotment of a common room for girls as well as a toilet should also be discussed further in TC meeting. Our principal proposed that we can utilise the new building (near to the library) for the allotments of common room cum toilet etc.

Item no. 6: Resolution adopted: Keeping the AQAR report in mind, IQAC coordinator expresses the purpose of green initiatives which have to be practised inside the college premises. For this a plan was chalked out to be executed throughout the year where following points should be considered:

- a. Attention should be given towards the formation of green campus. Green standards should be followed for any construction of buildings or any other infrastructure.
- b. NSS units were instructed to aware the college students to minimize food waste inside the college campus.
- c. A target of around 50-60 trees including mainly fast-growing fruit trees must be planted under the college premises every year and proper taking care must be done for their survival.

Item no. 7: Resolutions adopted: For arranging educational tours for the subjects like Botany, Zoology and Geography, IQAC coordinator encouraged the staff members of the respective departments and asked them for proceeding with the steps to conduct educational tour. For students, it has been unanimously decided in the meeting that, as previous resolutions adopted regarding educational tour, 50% of the amount for the students would be collected from them and 50% will be taken from their fees during admission under the head of educational tour. This proposal is also supported by the principal and other members.

Item no. 8: Resolutions adopted: IQAC coordinator discussed about the necessity for extension of computer lab for Mathematics department. Due to introduction of CBCS curriculum with increase in the student intake capacity, the requirement of computers in lab has been increased. Regarding this issue an application forwarded by the HOD of mathematics department was placed before the cell to the principal for approval.

Item no. 9: Resolutions adopted: For NAAC accreditation purpose, it should be essential to increase the use of ICT based lectures in each department and due to increase in the number of newly joined faculties, it is required to supply more computers in those departments. So, IQAC coordinator places a requisition in the meeting regarding the need of computers department wise and requested to approve the requisition to purchase new computers.

Item no. 10: Resolutions adopted: An issue regarding the purchase of new high and low benches has been discussed in the meeting for the newly constructed building. After a long discussion, it has been unanimously decided that a significant number of high benches and low benches will be purchased as soon as possible.

Item no. 11: Resolutions adopted: IQAC coordinator proposed in the meeting to request the committee members of A.M. College computer centre to start a course regarding computer education for our local students to acquire them with some soft skill development techniques.

Item no. 11: Resolutions adopted: Under miscellaneous, IQAC coordinator basically focuses on the purchase/maintenance of various items regarding the increase of co-curricular activities in college which includes:

- a. Proposal to purchase sports equipment to promote sports events in the college playground.
- b. Purchase of laboratory equipment and specimens for science lab-based subjects for their newly introduced CBCS curriculum.
- c. Proposal of renovating the college boundary wall for the security of college property.
- d. Signing various MoU with other institutions should be encouraged.

Actions taken based on the agenda of previous meetings

1. A two-day inter-college sports organized by Sidho Kanho Birsha University was successfully hosted by our college and the events took place in our playground on date February 13 to February 14, 2019.
2. A one day International Symposium on 'Insects as food and medicine for human and livestock' sponsored by Achhruram Memorial College, Jhalda in collaboration with National Autonomous University of Mexico was conducted on July 17, 2019. Total 104 participants including staff and students participated in the program.
3. Pay fixation memo. for all the newly joined nine employees were received from the DPI and kept in the college records.
4. In the meeting held on 20.07.2019, approval has been confirmed on the following issues:
 - a. Purchase of computers for computer lab and for different departments as per requisition.
 - b. Purchase of high and low benches for the classrooms in the new building.
 - c. Proposal of renovating of college boundary wall.
 - d. Approval and immediate action was suggested to implement the computer education by the A.M. College computer centre.

Principal

PRINCIPAL
ACHHRURAM MEMORIAL COLLEGE
JHALDA, PURULIA
WEST BENGAL

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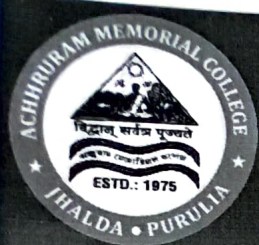
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Debasam Raha
13-07-19

IQAC coordinator

COORDINATOR
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A.M. COLLEGE
JHALDA, PURULIA



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NAAC GRADE B (2008)

JHALDA, PURULIA, WEST BENGAL, INDIA, PIN: 723 202

Ref No:

Date: 28.11.2019

NOTICE

An IQAC meeting of the college will be held on 05.12.2019 at 1:30 pm in the staff room. All the members of IQAC are requested to attend the meeting.

Agenda

1. To read and confirm the proceedings of last meeting held on 20.07.2019
2. Renovation and reconstruction of bicycle stand.
3. Discussion regarding the Internal assessment for students
4. Progression of CAS procedures for the employees.
5. Discussion regarding the book purchase.
6. Organizing an orientation for newly joined employees.
7. Miscellaneous

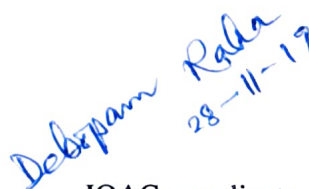
Members

1. Dr. Arup Kanti Konar, (Principal, Chairperson)
2. SDO, Jhalda (or his/her Representative)
3. Dr. Debopam Raha (IQAC coordinator)
4. Sri Samar Kanti Chakrabarty (Teachers Council Secretary)
5. All Departmental Heads
6. Smt. Riptika Pal (Librarian)
7. Sri Asit Lahiri (Head Clerk)
8. Smt. Shatabdi Poddar (Alumni Member)
9. Dr. Prabodh Kuiry (External Expert, SKBU)
10. Sri Monish Keshri (Industrialist)

Principal


28/11/19

PRINCIPAL
ACHHRURAM MEMORIAL COLLEGE
JHALDA, PURULIA
WEST BENGAL


28-11-19

IQAC coordinator

COORDINATOR
IQAC
A.M. COLLEGE
JHALDA, PURULIA



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JHALDA, PURULIA, WEST BENGAL, INDIA, PIN: 723 202

Ref No:

Date:

Minutes of the proceedings of the meeting of IQAC of the college held on 05.12.2019 at 1:30 pm in the staff room

The principal took the chair and declared the meeting open.

1. Item no. 1: Resolutions adopted: The resolutions of the previous meeting have been read out and confirmed.
2. Item no. 2: Resolutions adopted: IQAC coordinator discussed about the present condition of the bicycle stand of our college premises. It is suggested to extend the stand area for proper accommodation of the vehicles in the campus.
3. Item no. 3: Resolution adopted: Regarding the internal assessments of student for this year it was decided that a common schedule should be prepared based on the date provided by the SKBU to arrange for the internal examination for semester students.
4. Item no. 4: Resolutions adopted: IQAC coordinator discussed that total 6 files for CAS beneficiaries of our college has been verified and checked by him and placed before the principal for approval.
5. Item no. 5: Resolutions adopted: IQAC coordinator placed a requisition for book purchase in the meeting by various departments and asked for necessary actions for the approval and fund release.
6. Item no. 6: Resolution adopted: IQAC coordinator suggested to organize an orientation for the newly joined employees to introduce them about the regulations of the college. The principal and other cell members were also supported and fixed a date to organize the orientation.
7. Item no 7: Resolutions adopted: There were no issues under the miscellaneous in the meeting.

Actions taken based on the agenda of previous meetings

- A one day national seminar funded by West Bengal Biodiversity Board on 'Snake and Snake bite: Myth, reality and Challenges' organized jointly by Department of Zoology and Department of Geography on 04.12.2019. More than 280 participants from our college as well as participants from other colleges actively attended the program. A poster presentation competition was also organised among the students of various college.
- A Memorandum of Understanding (MoU) was signed between A.M College and Ramakrishna Mission Vivekananda Educational and Research Institute (RKMVERI) for exchange of various faculties, seminars, and other resources.
- A sanction of amount for various heads under infrastructural development has been provided which includes furniture, lab equipment, computers, building purpose and book purpose.
- Action plan for the academic session of 2019-20 has been completed by submission of academic calendar, master routine and other related activities.

Principal

PRINCIPAL
ACHHRURAM MEMORIAL COLLEGE
JHALDA, PURULIA

IQAC Coordinator
COORDINATOR
IQAC
A.M. COLLEGE
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Ref No:

Date: 13.04.2020

NOTICE

An IQAC meeting of the college will be held on 20.04.2020 at 1:30 pm in the online mode. Link will be shared on due course. All the members of IQAC are requested to attend the meeting.

Agenda

1. To read and confirm the proceedings of last meeting held on 05.12.2019
2. Discussion regarding introduction of online classes in various departments.
3. Creation of Whatsapp groups for individual departments.
4. Spreading awareness regarding Covid-19 among the students through various modes.
5. Discussion regarding coping up with various mental health issues among students during the lockdown period.
6. Miscellaneous

Members

1. Dr. Arup Kanti Konar, (Principal, Chairperson)
2. SDO, Jhalda (or his/her Representative)
3. Dr. Debopam Raha (IQAC coordinator)
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Principal
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IQAC coordinator



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Ref No:

Date:

Minutes of the proceedings of the meeting of IQAC of the college held on 20.04.2020 at 1:30 pm in the online mode

The principal took the chair and declared the meeting open.

Item no. 1: Resolution adopted: The resolutions of the previous meeting has been read out and confirmed.

Item no. 2: Resolution adopted: IQAC coordinator discusses the emergency period of lockdown for pandemic situation and instructed to circularize an online notice to every staff member to impart knowledge through online mode.

Item no. 3: Resolution adopted: In the meeting, IQAC coordinator discusses the need of creating different Whatsapp group for every department and suggested all the staff members as well as students to join the group immediately.

Item no. 4: Resolution adopted: IQAC coordinator raised an emergency requirement of spreading awareness among the students by online mode regarding the Covid -19 pandemic.

Item no. 5: Resolution adopted: IQAC coordinator raised the issue of mental health problems in students in coping up with the lockdown. Coordinator suggested principal to look into the matter and take necessary actions.

Item no. 6: Resolution adopted: Under the miscellaneous section, the IQAC coordinator suggested to conduct all the kinds of infrastructural and other augmentation works without any hindrance during this lock down period.

Actions taken based on the agenda of previous meetings

1. A One Day National Workshop on 'C-Programming for Mathematical Computing' organized by Department of Mathematics on 05.02.2020. Around 220 students, 05 resource persons and 25 faculty members attended and participated in the seminar.
2. A one-year diploma course in 'Personal Computer application' organised by WEBEL A.M. College computer centre has been implemented for soft skill development of the students. 60 students were actively enrolled for this course.
3. A one day seminar on 'Career options & opportunities for computer application' was conducted by WEBEL A.M. College computer centre on 20.11.2019.
4. A one day seminar on 'Microsoft Certification' was organised by WEBEL A.M. College computer centre on 27.01.2020.

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Principal

IQAC Coordinator