

ଜିରିଂ ନାଉଜଲାରାଜ କଲିଜ

NARAJOLE RAJ COLLEGE
(NAAC Accredited 'B' Grade Govt.-Aided College)
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211

Internal Quality Assurance Cell (IQAC)

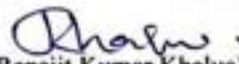
Notice

Dated: 11.04.2022

It is hereby notified that a meeting of the IQAC will be held on 18.04.2022, Monday, at 11:00 a.m. at the Vice Principal's Chamber to discuss the following agenda. Please make it convenient to attend the meeting.

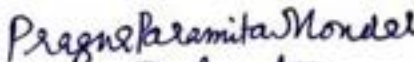
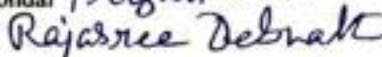
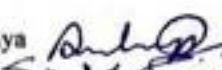
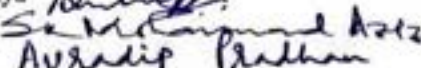
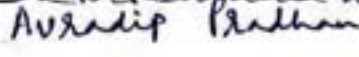
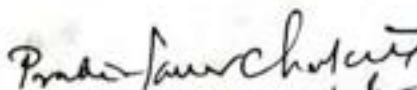
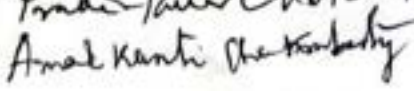
Agenda:

1. Read and confirm the proceedings of the previous meeting held on 18.09.2021;
2. Discuss the reconstitution of the IQAC as per the resolution of the Governing Body;
3. Discuss the Plan of Work (POW) of IQAC in the next academic session;
4. Discuss the proposals of the IQAC Coordinator;
5. Miscellaneous, if any, with the permission of the Chair


(Dr. Ranajit Kumar Khalua)
Signature of the Vice Principal
Narajole Raj College

Dr. Ranajit Kumar Khalua
Vice-Principal
Narajole Raj College
Medinipur, Pin - 721211

Members:

1. Dr. Nilanjana Bhattacharyya
2. Prof. Pragna Paramita Mondal 
3. Dr. Rajasree Debnath 
4. Dr. Tapanendu Kamilya
5. Dr. Akul Rana
6. Prof. Anustup Chattopadhyaya 
7. Dr. Sk Mohammad Aziz 
8. Dr. Avradip Pradhan 
9. Dr. Shreyasi Jana
10. Shri Kumaresh Bhunia
11. Dr. Susanta Kumar Dolai
12. Dr. Prabir Kumar Chakraborty 
13. Dr. Amal Kanti Chakraborty 
14. Sk. Taher Ali
15. Sri Gagan Chandra Samanta

নং / No.	রেজল্যুশন / Resolution Adopted
	The first meeting of the Internal Quality Assurance Cell (IQAC) of Narajole Raj College was held on 18.04.2022. The following members were present in the meeting of the newly formed IQAC of Narajole Raj College:
1.	Ranajit Kumar Khalua -
2.	Amal Kanti Chakraborty
3.	Pratik Kumar Chakraborty
4.	Bhagnya Pasamita Mondal
5.	Kumaressh Bhunia
6.	SR. Tanu Ali
7.	Jagor G. Sengupta
8.	Shreyan Jona
9.	Auralip Pradhan
10.	Atul Kaul
11.	Su. Mohammad Aetiz
12.	Rajashree Chakraborty 18-04-22
13.	A. Chattopadhyaya. 18.04.22
14.	Nilanjana Bhattacharya
15.	Susanta Kumar Dola. 18/4/2022
16.	Tapanendu Kamilya 18/4/2022



**Proceedings of the meeting of the IQAC held on 18.04.2022
(Monday) in the Office Chamber of the Vice Principal
Meeting 1 of the Academic Session 2021-22**

Meeting of the IQAC commenced with the Vice Principal Dr. Ranajit Kumar Khalua in the Chair; detailed discussions on the items of agenda took place and the following resolutions were adopted:

1. Read and confirm the proceedings of the last meeting held on 18.09.2021:

The resolutions of the previous meeting held on 18.09.2021 were read out and confirmed without any amendment.



মিটিং রেজল্যুশন বহি



Proceedings of the meeting of the IQAC held on 18.04.2022 (Monday) in the Office Chamber of the Vice Principal

Meeting 1 of the Academic Session 2021-22

2. Discussion on the reconstitution of the IQAC and the charge hand-over to the new IQAC Coordinator

As per the resolution framed by the Governing Body in its meeting held on 29.03.2022 vide Item No. 10, the charge of the IQAC Coordinator is officially handed over to Prof. Pragna Paramita Mondal on and from this date, i.e. the 18th of April, 2022, by the present IQAC Coordinator, Dr. Nilanjana Bhattacharyya. Furthermore the IQAC is reconstituted and the following members are incorporated in place of the former members: Dr. Prabir Kumar Chakraborty & Dr. Amal Kanti Chakraborty as External Members (Senior Administrative Official), Dr. Susanta Kumar Dolai as Nominee from Alumni, Sri Kumaresh Bhunia as Member from Management, Sri Gagan Chandra Samanta as Local Member, Dr. Rajasree Debnath, Dr. Akul Rana, Dr. Tapanendu Kamilya, Prof. Anustup Chattopadhyay, Dr. Sk Mohammad Aziz, Dr. Shreyasi Jana & Dr. Avradip Pradhan as Teacher Representatives and Sk Taher Ali as representative of the Non-teaching staff of the college. The proposal to include a student representative was also spelled out and it was resolved that such inclusion would be facilitated at the earliest.

3. Discussion on the Plan of Work (POW) of the IQAC in the current year from May to December 2022

Detailed discussion on the Plan of Work (POW) was conducted and the following resolutions were adopted:

- i. The NAAC Peer Team Report and the recommendations therein must be strictly complied with.
- ii. IQAC must take initiatives to introduce skill-based courses outside the prescribed curriculum of Vidyasagar University. Such courses may include Value-Added Courses & Add-on Courses that could be offered as Certificate Courses following UGC guidelines. The courses must cater to the needs of the students and must train them in a set of transferable life skills. Some of the preferred courses may be based on Yoga, Language Use & Writing Skills, Human Rights, Ethics, Value Education, Indian Culture & History, Gender Awareness, Functional English and Application-based Courses in the Science disciplines.





**Proceedings of the meeting of the IQAC held on 18.04.2022
(Monday) in the Office Chamber of the Vice Principal
*Meeting 1 of the Academic Session 2021-22***

- iii. The proposal to introduce new Postgraduate Courses was discussed. The Vice Principal expressed his intention to introduce PG Courses in History, Botany and Geography in the next academic session and indicated the benefits that students may avail as part of this initiative. It was further resolved that the proposal for the introduction of the aforementioned courses will be submitted in due time as per the official regulation.
- iv. The proposal to offer Computer Science as General subject in the UG level in combination with Mathematics and Physics Honours under the CBCS curriculum was also discussed and the Vice Principal observed that this subject combination could be extremely useful for students in their higher education. It was therefore resolved that the modalities of introducing this new subject will be followed up with the affiliating university.
- v. The recommendation of the NAAC Peer Team to develop an effective framework for the identification of Slow & Advanced Learners was discussed and it was resolved that the IQAC will pursue this mandate in the meeting of the Academic Committee and conclusively design a uniform and comprehensive framework for segregation of learners based on their level of learning. It was also resolved that the IQAC would frame the institutional codes of conducting Feedback Sessions and Remedial Classes for the academic improvement of students.
- vi. The status of Library Automation was discussed by the members and it was resolved that the institution should make the best efforts to shift from partial to full automation in the course of the next few months. The shortage of trained library staff must be duly considered and the human resource management must be accomplished with discretion to identify the gaps in the automation procedure and to address the needs with time-bound response system and adequate software support. The members unanimously agreed to the proposal of the new IQAC Coordinator to conduct library classes and library orientation to increase footfalls in the library and to keep the circulation section mobile. The need to improve Reading Room facilities was also discussed.
- vii. The recommendation of the NAAC Peer Team to develop an innovation ecosystem was discussed and it was resolved that new projects in the



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Proceedings of the meeting of the IQAC held on 18.04.2022 (Monday) in the Office Chamber of the Vice Principal

Meeting 1 of the Academic Session 2021-22

Sciences would be launched to support the innovation needs of the institution. Such scope might be provided by introduction of some courses on Mushroom Cultivation, Plant Propagation, LED Technology or Vocational Training. The proposal would be further expanded by the IQAC to map the potential and capacity of the institution to initiate feasible changes in this direction. It was further resolved that Innovation in the Humanities departments would be broadly based on some aspect of training in research methodology.

- viii. The need to upgrade the infrastructure development strategy and to formalize the strategic planning was discussed. It was indicated by the External Members that the HEI should take the initiative to mobilize grants for infrastructural development and should spell out the provisions for expansion of physical infrastructure through civil surveying and vetting. It was agreed that this will be acted upon after careful consultation with members of the Building Sub-Committee.
- ix. The need to develop sports facilities was thoroughly discussed. It was resolved that the IQAC would take necessary steps to improve the sports activities of the college and should make necessary arrangements to encourage student participation in the university level sports & cultural competitions.
- x. The proposal for employing waste management techniques inside the college campus was discussed and it was resolved that the IQAC should explore opportunities for the implementation of a Green Audit strategy. It was further observed that the Dept. of Chemistry was presently in charge of the waste management unit owing to the disposal of the chemical waste generated in the chemical laboratory. However, it was specifically resolved that the energy and waste management planning would be systematically executed by the newly formed IQAC.
- xi. The need to conduct an Administrative and Academic Audit was discussed and it was resolved that the consultation with a professional auditor will be sought. It was pointed out by the Vice Principal that the financial audit was conducted regularly and the academic self-appraisal





**Proceedings of the meeting of the IQAC held on 18.04.2022
(Monday) in the Office Chamber of the Vice Principal**

Meeting 1 of the Academic Session 2021-22

was also performed by the faculty members. But a systematic academic audit will be adopted in near future.

- xii. The functioning of the Research Committee was discussed and it was proposed by the External Members that a seed money of at least Rs . 10000/- could be allocated to promote quality research initiatives by faculty members. It was resolved that the proposal would be referred to the Governing Body and the primacy of research activities would be significantly highlighted in the course of academic operation within the institution.

4. Discussion on the proposals forwarded by the incoming IQAC Coordinator

The incoming IQAC Coordinator was asked to place her proposals and ideas for collective consideration. Prof. Pragna Paramita Mondal put forward the following suggestions:

- I. Different categories of add-on certificate courses will be introduced after careful consultation with the teaching faculty of the different departments. There would be specifications for student enrolment given the fact that several courses would be running simultaneously and no overlap should therefore hinder the hours of instruction in the courses or affect the feasibility of students registered for these courses.
- II. The IQAC Coordinator asserted the need to upgrade the ICT facilities of the college and to create a systematic framework for conducting ICT-enabled classes from the current semester onwards. It was resolved that the technical issues with the Smart Classroom and the departmental projectors would be immediately addressed.
- III. As part of the need to finalize the infrastructural development planning, it was indicated that the requirement of a playground was very integral to the independent operation of sports activities inside the college. Thus the scope of securing a playground for college students will be seriously considered.
- IV. The formation of sports teams by selecting and training players from different departments throughout the year and the need to form Cultural Units to provide students the right opportunities and the



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Proceedings of the meeting of the IQAC held on 18.04.2022

(Monday) in the Office Chamber of the Vice Principal

Meeting 1 of the Academic Session 2021-22

- platform to hone their creative and artistic skills were seriously considered and seconded by the IQAC members.
- V. The Coordinator pointed out the vision to generate employment among students by improving their employability quotient and my mentoring them to update their job profile. She stated that there was an urgent need to create a Placement Cell that would coordinate with the Career Counselling Cell of the college and connect students to job networks. The proposal to facilitate internship opportunities for students or arrange industrial training to enhance their professional abilities was also much appreciated by all members present.
- VI. The Coordinator conveyed to the members the immediacy with which the extension activities of the college needed to be resumed. The pandemic had caused significant delay in the operationalization of extension services at the adopted village of Boramara. So in the post-pandemic situation there was a need to conduct a fresh pilot survey or a focus group discussion with different categories of stakeholders for proper identification of local needs. It was resolved that community mobilization for resumption of extension services would be subsequently undertaken.
- VII. The proposal to conduct free coaching classes for competitive exams was placed and it was unanimously resolved that such guidance initiative would be much lauded by all categories of stakeholders.

5. Miscellaneous

It was resolved that the IQAC would convene at regular intervals as adequate review and monitoring of tasks and responsibilities of the Cell would ensure its effective functioning.

With no other issues left, the meeting ended with paying reciprocal thanks to the Chair.


CHAIRMAN

(DR. RANAJIT KUMAR KHALUA)

Dr. Ranajit Kumar Khalua
Vice-Principal
Naraj College
2021-22

নং / No.

রেজল্যুশন / Resolution Adopted

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NARAJOLE RAJ COLLEGE
(NAAC Accredited B grade)
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211

IQAC

Notice

Dated 06/05/2022

Notice is hereby given that a meeting of the IQAC will be held on 10/05/2022, Tuesday, at 2:00 PM at Vice-Principal's Chamber to discuss the following agenda. Please make it convenient to attend the meeting.

Agenda:

1. To read and confirm the resolutions of the previous meeting.
2. To discuss the CAS placement promotion files of 7 incumbents forwarded to the IQAC by the Pay Fixation Committee for approval.
3. To discuss the progress of the VAC and Add-on Courses to be introduced by different departments and committees.
4. Misc. (with the permission of the Chair)

Ranajit
Dr. Ranajit Kumar Khalua
Signature of the Vice-Principal
Narajole Raj College
Vice-Principal
Narajole Raj College
P.O. Narajole
Dist. Paschim Medinipur, 721211

Pragna Paramita Mondal
Pragna Paramita Mondal
Signature of the IQAC Coordinator
Narajole Raj College

CO-ORDINATOR,
IQAC
NARAJOLE RAJ COLLEGE
NARAJOLE, PASCHIM MEDINIPUR

Internal Members:

1. Dr. Rajasree Debnath *Rajasree Debnath 10/05/22*
2. Dr. Akul Rana *Tapanendu Kamillya*
3. Prof. Anustup Chattopadhyaya *Anustup Chattopadhyaya 10/05/22*
4. Dr. Tapanendu Kamillya *Tapanendu Kamillya*
5. Dr. Shreyasi Jana *Shreyasi Jana*
6. Dr. Avradip Pradhan *Avradip Pradhan 10/05/22*
7. Dr Sk Mohammad Aziz *Sk Mohammad Aziz*
8. Sk Taher Ali *Sk. Taher Ali*



নং / No.	রেজল্যুশন / Resolution Adopted
1.	
2.	Pragna Paramita Mondal
3.	Rajivree Debnath
4.	Akul Rana
5.	Ausadip Pradhan
6.	Sk. Mohammed Aziz
7.	Tapanendu Kamilya



Proceedings of the meeting of the IQAC held on 10.05.2022 (Tuesday) in the office chamber of the Vice Principal

Meeting 2 of the Academic Session 2021 - 2022

Meeting of the IQAC commenced with the Vice Principal Dr. Ranajit Kumar Khalua in the chair. Detailed discussions on the items of agenda took place and the following resolutions were adopted:

1. Read and confirm the proceedings of the last meeting held on 18.04.2022:

The resolutions of the previous meeting held on 18.04.2022 were read out and confirmed without any amendment.

2. To discuss the CAS Placement Promotion files of 7 incumbents forwarded to the IQAC by the Pay Fixation Committee for approval:

Pragna Paramita Mondal, the IQAC Coordinator, informed the Internal Members of the IQAC that the present meeting has been convened urgently to discuss the CAS (Placement Promotion) files of the seven incumbents that have been forwarded to the IQAC by the Pay Fixation Committee through the Vice Principal on 06.05.2022. It is hereby resolved that the report placed by the Pay Fixation Committee, vide Resolution No. 2 dt. 06.05.2022, in their meeting held on 06.05.2022 regarding the CAS (Placement Promotion) files of Dr. Sadhan Chandra Pandit (Stage-III to Associate Professor), Dr. Akul Rana (Stage-III to Associate Professor), Dr. Ranajit Kumar Khalua (Stage-III to Associate Professor), Dr. Tapanendu Kamilya (Stage-III to Associate Professor), Dr. Dipak Shom (Stage-II to Stage-III), Dr. Uttam Kumar Kanp (Stage-II to Stage-III), Dr. Sk. Mohammad Aziz (Stage-I to Stage-II), ascertaining the validation of the numbers/points claimed by the respective teachers in the different Categories and the documents submitted in support of their claims, is unanimously accepted by the Internal Members of the IQAC, Narajole Raj College, and based on the verification of the records and annexured documents by the Pay Fixation Committee, the files of the concerned incumbents are to be approved by the IQAC and forwarded to the Vice Principal for further action.

3. To discuss the progress of the VAC and Add-on Courses:

The members are informed that the Proposals for the introduction of the Value Added Courses and the Add-on Courses by the different academic departments, Committees and Cells, have been duly placed for consideration before the members of the Academic



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Committee and their feedback and suggestions have been duly solicited and incorporated. It is hereby resolved that the next course of action would involve the formal inviting of Course Proposals and Course Syllabus from the concerned departments, committees and cells , following which the Board of Studies for each course would be constituted by the Vice Principal.

4. *Miscellaneous, if any, with the permission of the Chair:*

It is hereby resolved that the contingency required for to meet the stationery and other utilities of the IQAC would be released in due time and a requisition of the essential necessities would be placed before the Vice Principal for consideration.

As there was no other agenda, the meeting ended with reciprocal vote of thanks to and from the Chair.


Dr. Ranajit Kumar Khaitua

Chairman
Vice-Principal
Narajole Raj College
P.O.- Narajole
Dist.- Paschim Medinipur, 721211



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NARAJOLE RAJ COLLEGE
(NAAC Accredited 'B' Grade Govt.-Aided College)
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



Internal Quality Assurance Cell (IQAC)

Notice

Dated: 12.07.2022

It is hereby notified that a meeting of the IQAC will be held on 13.07.2022, Monday, at 9:00 p.m. via Google Meet to discuss the following agenda. Please make it convenient to attend the meeting.

Agenda:

1. Read and confirm the proceedings of the previous meeting held on 10.05.2022;
2. Discuss the uploading of the revised AQAR for the academic session 2020-21;
3. Discuss the uploading of the revised Action Taken Report of the academic session 2020-21;
4. Discuss the responsibilities of IQAC members;
5. Discuss the status of the IQAC's proposed work;
6. Miscellaneous, if any, with the permission of the Chair

Ranajit

(Dr. Ranajit Kumar Khalua)
Signature of the Vice Principal
Narajole Raj College

Dr. Ranajit Kumar Khalua
Vice-Principal
Narajole Raj College

Members:
(Phone: 721211)

Pragna Paramita Mondal

(Pragna Paramita Mondal)
Signature of the IQAC Coordinator
Narajole Raj College

1. Prof. Pragna Paramita Mondal

2. Dr. Rajasree Debnath

3. Dr. Tapanendu Kamilya

4. Dr. Akul Rana

5. Prof. Anustup Chattopadhyaya

6. Dr. Sk Mohammad Aziz

7. Dr. Avradip Pradhan

8. Dr. Shreyasi Jana

9. Shri Kumaresh Bhunia

10. Dr. Susanta Kumar Dolai

11. Dr. Prabir Kumar Chakraborty

12. Dr. Amal Kanti Chakraborty

13. Sk. Taher Ali

14. Sri Gagan Chandra Samanta

Rajasree Debnath

Tapanendu Kamilya

Anustup Chattopadhyaya

Sk Mohammad Aziz

Avradip Pradhan

Prabir Kumar Chakraborty

Amal Kanti Chakraborty



নং / No.	রেজল্যুশন / Resolution Adopted
1.	Pragna
2.	Pragna Paramita Mondal
3.	Tapanendu Kamilya
4.	Rajasee Debnath
5.	Arindam Chatterjee
6.	Sa. Mohammad Aziz
7.	Anshu Pradhan
8.	Arindam
9.	Amal Kanti Bhattacharya



**Proceedings of the meeting of the IQAC held on 13.07.2022
(Monday) via Google Meet**

Meeting 1 of the Academic Session 2022-23

Meeting of the IQAC commenced with the Vice Principal Dr. Ranajit Kumar Khalua in the Chair; detailed discussions on the items of agenda took place and the following resolutions were adopted:

1. Read and confirm the proceedings of the last meeting held on 10.05.2022:

The resolutions of the previous meeting held on 10.05.2022 were read out and confirmed without any amendment.

2. Discussion on the uploading of the revised AQAR for the academic session 2020-21

The AQAR submitted by the previous IQAC Coordinator was asked to be revised and resubmitted at the NAAC portal. All revisions had been undertaken by the Prof. Pragna Paramita Mondal, Coordinator, IQAC, and Dr. Tapanendu Kamilya. All suggested changes had been duly incorporated. The Coordinator informed all members that the Student Satisfaction Survey (SSS) for the academic session 2020-21 was due and have been conducted at present to meet the requirement of AQAR re-submission. The Summary Report of the SSS was prepared by the IQAC Coordinator and approved by the Governing Body of the college. The Summary Report was shared with all members and it was resolved that the IQAC's recommendations would be implemented in due course.



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Proceedings of the meeting of the IQAC held on 13.07.2022
(Monday) via Google Meet
Meeting 1 of the Academic Session 2022-23

3. Discussion on the revised Action Taken Report of academic session 2020-21

The submission of the Action Taken Report and Compliance Report in the AQAR of academic session 2020-21 was also due and these documents had to be prepared and uploaded by the present IQAC Coordinator during the resubmission. Both the reports were presented to the IQAC members for careful consideration and for future implementation.

4. Discussion of the responsibilities of IQAC members

For the smooth functioning of the IQAC and for the efficient compilation of data for AQAR preparation, it was resolved that the following members would supervise the documentation of the respective criteria for the academic session 2021-22:-

- Criterion 1: Prof. Anustup Chattopadhyaya
- Criterion 2: Dr. Shreyasi Jana
- Criterion 3: Dr. Tapanendu Kamilya
- Criterion 4: Dr. Avradip Pradhan
- Criterion 5: Dr. Sk. Mohammad Aziz
- Criterion 6: Dr. Akul Rana
- Criterion 7: Dr. Rajasree Debnath

All members agreed to the proposed work distribution and the IQAC Coordinator then offered detailed explanation of duties associated with respective criterion. A general advisory was shared verbally by the Coordinator on the need to maintain the transparency and sanctity of the accumulated data.

5. Discussion on the status of proposed work of the IQAC





**Proceedings of the meeting of the IQAC held on 13.07.2022
(Monday) via Google Meet**

Meeting 1 of the Academic Session 2022-23

The progress of the proposed work of the IQAC as per the POW adopted in its meeting dated 18.04.2022 was discussed. The following observations were made regarding the activities of the IQAC:

- I. The Slow and Advanced Learners' identification framework was successfully implemented in May 2022 across all academic departments and the evaluation outcomes of the assessment were prepared and shared with the concerned groups of students by all departments. However, due to end-semester examination, the feedback session could not be conducted. It was thus resolved that after the commencement of the next semester, when students' class attendance is more or less regularized, the official publication of Slow & Advanced Learners' Assessment (SAL) and the feedback session would be conducted by all departments. The next round of SAL Assessment would also be scheduled thereafter.
- II. Many departments have responded to the IQAC Coordinator's proposal to conduct Value Added Courses and Add-on Courses. The VAC on Yoga & Meditation offered by the Yoga Centre in collaboration with Physical Education Foundation of India (PEFI), West Bengal Chapter has been inaugurated in June 2022 and has been running successfully with 50 students. In June 2022, the Bengali department has also completed the BOS of its Value Added Course in Creative Writing (Bengali). Other departments have also submitted their course proposals: Political Science will conduct the BOS meeting for the VAC on Human Rights Education, BOS of the Add-on Course on Medicinal Plant etc., Philosophy and History have submitted their proposals on Ethics & Value Education and Archival Research respectively.
- III. The Physical Education department as per the proposal of the IQAC has formed the following sports teams after conducting rounds of selection with students of different departments: Women's Football Team, Men's Football Team, Men's Kho Kho Team, Women's Kho Kho Team, Men's & Women's Athletics Team. The Women's Football Team will be officially inaugurated on 15th August 2022 and will play at the university level this time. The efforts of



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Proceedings of the meeting of the IQAC held on 13.07.2022 (Monday) via Google Meet

Meeting 1 of the Academic Session 2022-23

Prof. Partha Manna in mentoring the teams were duly acknowledged by the members.

IV. The success of the Library Orientation Week held from 30.05.2022 to 08.06.2022 was reviewed and the members recognized the utility of such initiatives. The status of Library Automation was discussed and it was resolved that the update would be solicited from the Library Sub-Committee.

6. *Miscellaneous*

It was resolved that the IQAC would convene at regular intervals as adequate review and monitoring of tasks and responsibilities of the Cell would ensure its effective functioning.

With no other issues left, the meeting ended with paying reciprocal thanks to the Chair.

CHAIRMAN
(DR. RANAJIT KUMAR KHALUA)

Dr. Ranajit Kumar Khalua
Vice-Principal
Narajole Raj College
Narajole, Pin - 721211



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NARAJOLE RAJ COLLEGE
(NAAC Accredited 'B' Grade Govt.-Aided College)
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



Internal Quality Assurance Cell (IQAC)


Notice


Dated: 26.07.2022

It is hereby notified that a meeting of the IQAC will be held on 02.08.2022, Tuesday, at 11:00 a.m. at the Vice Principal's Office Chamber to discuss the following agenda. Please make it convenient to attend the meeting.

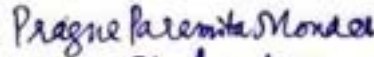
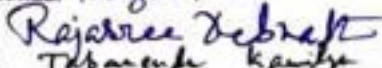
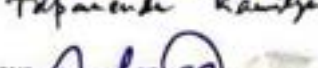
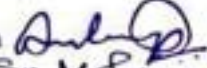
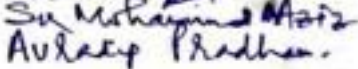

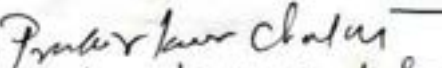
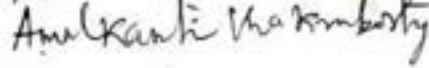
Agenda:

1. Read and confirm the proceedings of the previous meeting held on 13.07.2022;
2. Discussion on the progress of the Value Added Courses & Add-on Courses for the academic session 2022-23;
3. Discussion on the creation of Skill Hub & Archive at the college;
4. Discussion on the development of green infrastructure;
5. Discussion on formation of sports teams;
6. Miscellaneous, if any, with the permission of the Chair


(Dr. Ranajit Kumar Khalua)
Signature of the Vice Principal
Narajole Raj College
Dr. Ranajit Kumar Khalua
Vice-Principal
Narajole Raj College
Narajole, Pin - 721211


(Pragna Paramita Mondal)
Signature of the IQAC Coordinator
Narajole Raj College

Members:

1. Prof. Pragna Paramita Mondal 
2. Dr. Rajasree Debnath 
3. Dr. Tapanendu Kamilya 
4. Dr. Akul Rana
5. Prof. Anustup Chattopadhyaya 
6. Dr. Sk Mohammad Aziz 
7. Dr. Avradip Pradhan 
8. Dr. Shreyasi Jana
9. Shri Kumaresh Bhunia
10. Dr. Susanta Kumar Dolai
11. Dr. Prabir Kumar Chakraborty 
12. Dr. Amal Kanti Chakraborty 
13. Sk. Taher Ali
14. Sri Gagan Chandra Samanta



নং / No.	রেজল্যুশন / Resolution Adopted
1.	Ranajit
2.	Pragati Paramita Mondal
3.	Prabir Kumar Chakrabarty
4.	Tapaswinda Kamal
5.	Rajeshree Deb Nath
6.	Ranajit
7.	Sr. Mohammad Aziz
8.	Avtadip Pradhan
9.	Anil Kanti Chakrabarty



**Proceedings of the meeting of the IQAC held on 02.08.2022
(Tuesday) in the Office Chamber of the Vice Principal
Meeting 2 of the Academic Session 2022-23**

Meeting of the IQAC commenced with the Vice Principal Dr. Ranajit Kumar Khalua in the Chair; detailed discussions on the items of agenda took place and the following resolutions were adopted:

- 1. Read and confirm the proceedings of the last meeting held on 13.07.2022:**
The resolutions of the previous meeting held on 13.07.2022 were read out and confirmed without any amendment.
- 2. Discussion on the progress of the Value Added Courses and Add-on Courses for the academic session 2022-23**

The introduction of the Certificate Courses for the students of the 5th and 3rd Semesters was discussed by the IQAC Coordinator. The members were informed that the Dept. of Political had conducted the BOS meeting for its Value Added Course in Human Rights Education on 23rd July 2022 with Dr. Annapurna Nanda, Associate Professor, Midnapore College (Autonomous) as the External Expert. The Dept. of Botany has also hosted the BOS meetings for its Add-on Course on Medicinal Plants: Propagation, Conservation & Uses and its Certificate Course on Techniques of Mushroom Cultivation for Promotion of Innovation Ecosystem on 29th July 2022 with Dr. Dulal De, Associate Professor, Midnapore College (Autonomous) as the External Expert.



মিটিং রেজল্যুশন বহি



Proceedings of the meeting of the IQAC held on 02.08.2022
(Tuesday) in the Office Chamber of the Vice Principal

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The Depts. of Chemistry and Geography will conduct the next two BOS meetings for their Add-on Courses on Applications of ChemDraw Software for Scientific Drawing and on Arc GIS Basics respectively on 02.08.2022 and 08.08.2022.

The Depts. of Philosophy & Education have jointly submitted their proposal for the open-to-all Value Added Course on Ethics & Value Education; the Dept. of History also has submitted its proposal for an Add-on Course on Archival Research and these courses will hopefully be introduced by the end of the current year.

It was suggested by the members that the progress with the introduction of Value Added Courses & Add-on Courses was satisfactory and that it would be effective if the departments can offer these courses multiple times in a year. It was resolved that given the short duration of these courses, this advisory will be forwarded to the concerned departments for consideration and implementation.

3. Discussion on the creation of Skill Hub & Archive at the college

The creation of the Skill Hub for the promotion of skill-based training was discussed. It was observed that local needs and the feedback of stakeholders were important considerations so far as the selection of the courses or training programmes was concerned. It was resolved that the Skill Hub courses should have an entrepreneurial aspect associated with them which can provide flexible economics solutions through interaction with industry and corporate establishments. It was further resolved that the courses would be initially targeted towards female students and stakeholders in order to promote women entrepreneurship and that a pilot survey would be conducted among the female students of the college by administering printed questionnaires to them on a random sampling basis.

The launch of the Archive & Knowledge Resource Centre was discussed in the light of the institution's role in the preservation of local history. The college has a valuable connection with the Narajole Raj and this historical embeddedness provides good reason for the institution to engage in the task of representation





**Proceedings of the meeting of the IQAC held on 02.08.2022
(Tuesday) in the Office Chamber of the Vice Principal
*Meeting 2 of the Academic Session 2022-23***

and propagation of facts and historical ideas. It was resolved that an Archive Committee would be formed with External Experts and Internal Members to supervise the execution of the project and to secure approval for the proposal as per requirement. It was also resolved that the Archive would be set up in the old campus of the college at Narajole Rajbari to give it a suitable locational relevance and that the Dept. of History of the college would be entrusted with the responsibility of drafting the proposal to be placed before the Archive Committee.

4. Discussion on the development of green infrastructure at the college

The development of the medicinal plant garden was discussed in connection with the IQAC's proposal for expansion of green infrastructure within the college campus. The members pronounced the need to revitalize and redesign the medicinal plant garden after the damage that it has suffered from during the lockdown. The task of reconstructing the medicinal plant garden would be undertaken by the faculty and students of the Dept. of Botany as part of their training and course delivery of the Add-on Course on Medicinal Plant Garden: Propagation, Conservation & Uses. It was resolved that the IQAC would forward recommendation at the Governing Body's meeting to allocate and release funds for the reconstruction to begin.

5. Discussion on the formation of sports teams

The Physical Education department has succeeded in creating the sports teams for both men and women. The Football teams, especially the one for women, will be officially inaugurated in 15th August 2022 on the occasion of the Independence Day celebration at the college. The teams are also going to play at the University Level Meet in the next month. The Sports Sub-Committee has forwarded its proposals to purchase sports equipments of Rs. 60000/- approximately. It was discussed that the teams do need a college ground for practice, warm up other field activities. The college would thus create a Kho Kho ground within the new campus boundary. It was also resolved that the proposal of the IQAC to create a new playground at the old campus of the college will be placed before the Governing Body for due consideration.



মিটিং রেজল্যুশন বহি



Proceedings of the meeting of the IQAC held on 02.08.2022
(Tuesday) in the Office Chamber of the Vice Principal
Meeting 2 of the Academic Session 2022-23

6. Miscellaneous

The Extension Service activities need to be resumed at the earliest; so the Extension Services Sub-Committee will be asked by the IQAC to begin talks and mobilizations with the community members and local governmental bodies to draw a priority list of activities at the adopted village of Boramara. Other community level activities also need to be promoted with the NSS (Units I & II) and the other statutory bodies so that the social commitment of the college is duly fulfilled.

With no other issues left, the meeting ended with paying reciprocal thanks to the Chair.

Ranajit
CHAIRMAN

(DR. RANAJIT KUMAR KHALUA)

Dr. Ranajit Kumar Khalua
Vice-Principal
Narajole Raj College
Boramara, Pin - 721211





শিচি কলকাতা



NARAJOLE RAJ COLLEGE
(NAAC Accredited 'B' Grade Govt.-Aided College)
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



Internal Quality Assurance Cell (IQAC)

Notice

Dated: 26.09.2022

It is hereby notified that a meeting of the IQAC will be held on 27.09.2022, Tuesday, at 11:00 a.m. at the Vice Principal's Office Chamber to discuss the following agenda. Please make it convenient to attend the meeting.

Agenda:

1. Read and confirm the proceedings of the previous meeting held on 13.07.2022;
2. Discussion on the recent Exhibition and the progress of the Archive project;
3. Discussion on stakeholders' feedback analysis;
4. Discussion on the achievements in sports and related infrastructure development;
5. Discussion on code of ethics and related activities;
6. Miscellaneous, if any, with the permission of the Chair

Ranajit
(Dr. Ranajit Kumar Khalua)
Signature of the Vice Principal
Narajole Raj College
Dr. Ranajit Kumar Khalua
Vice-Principal
Narajole Raj College
Narajole, Pin - 721211

Pragna Paramita Mondal
(Pragna Paramita Mondal)
Signature of the IQAC Coordinator
Narajole Raj College

Members:

1. Prof. Pragna Paramita Mondal
2. Dr. Rajasree Debnath *Rajasree Debnath*
3. Dr. Tapanendu Kamilya *Tapanendu Kamilya*
4. Dr. Akul Rana
5. Prof. Anustup Chattopadhyaya *Anustup Chattopadhyaya*
6. Dr. Sk Mohammad Aziz *Sk Mohammad Aziz*
7. Dr. Avradip Pradhan *Avradip Pradhan*
8. Dr. Shreyasi Jana
9. Shri Kumaresh Bhunia
10. Dr. Susanta Kumar Dolai
11. Dr. Prabir Kumar Chakraborty *Prabir Kumar Chakraborty*
12. Dr. Amal Kanti Chakraborty *Amal Kanti Chakraborty*
13. Sk. Taher Ali
14. Sri Gagan Chandra Samanta
15. Prof. Nandita Bhakat *Nandita Bhakat*
16. Dr. Soumendu Bisoi *Soumendu Bisoi*
17. Dr. Uttam Kumar Kanp *Uttam Kanp*



नर / No.	रेजल्यूशन / Resolution Adopted
1.	Dharbo.
2.	Bhagya Paramites Mondal
3.	Rajendra Zebnakt
4.	Sa Mohammad Aziz
5.	Avladiy Phedher.
6.	Nandita Bhakar
7.	Soumendra Mishra
8.	Ranajit
9.	Mishra
	Tapanendu Kamalga
	Bisw Kumar Chakraborty
	Amal Kanti Chakraborty



**Proceedings of the meeting of the IQAC held on 27.09.2022
(Tuesday) in the Office Chamber of the Vice Principal**

Meeting 3 of the Academic Session 2022-23

Meeting of the IQAC commenced with the Vice Principal Dr. Ranajit Kumar Khalua in the Chair; detailed discussions on the items of agenda took place and the following resolutions were adopted:

1. Read and confirm the proceedings of the last meeting held on 02.08.2022:

The resolutions of the previous meeting held on 02.08.2022 were read out and confirmed without any amendment.

2. Discussion on the recent Exhibition at the college and the progress of the Archive project

The IQAC Coordinator informed members about the Exhibition successfully organized by the Dept. of History on the occasion of Partition Horrors Remembrance on the eve of the Independence Day. The exhibition was curated by governmental institutions and presented a vivid representation of the human tragedies and loss of lives that mark the history of the Partition in India. It was a significant message for the youth of this generation and students of our college participated in it with much anticipation and rigour.



মিটিং রেজল্যুশন বহি



Proceedings of the meeting of the IQAC held on 27.09.2022 (Tuesday) in the Office Chamber of the Vice Principal

Meeting 3 of the Academic Session 2022-23

The Exhibition was also kept open for a couple of days more than the stipulated time to allow the students and people of the local community an opportunity to experience this phenomenon. The IQAC members congratulated the Dept. of History for their laudable efforts and resolved that similar exhibitions would be conducted in the college in future to utilize this tool of learning and knowledge dissemination with ease and value addition.

The Archive project was also progressing in a gradual pace and members were informed about the proposed constitution of the Archive Committee. The site of the Archive project was also physically visited in the previous week and the budget proposal for the renovation of the selected spot would be submitted at the Governing Body for due consideration.

3. Discussion on stakeholders' feedback analysis

It was resolved after deliberation at the IQAC that the procedure for collecting Feedback of the different sections of stakeholders for session 2021-22 would be undertaken. The current students, the alumni members, parents of currently enrolled students and faculty members would be targeted this time. All feedback will be administered to the students and stakeholders in the online format via Google Forms and the data would be further analyzed based on the findings of Google Analyzer and the figures derived thereof. It was also resolved that the Action Taken Report for 2021-22 will be prepared by the IQAC Coordinator and placed for the approval of the Governing Body and the Head of the Institution thereafter.

4. Discussion on the achievements in sports and related infrastructure development at the college

The issue of students' progression in sports was thoroughly discussed. The members congratulated the Men's and Women's Football Teams of the college that participated at the University Meet in the middle of September 2022. The inauguration of the Women's Football Team has become a potent symbol of gender equality and women's empowerment within the campus and the local





**Proceedings of the meeting of the IQAC held on 27.09.2022
(Tuesday) in the Office Chamber of the Vice Principal**

Meeting 3 of the Academic Session 2022-23

community and the IQAC members recognized the importance of this positive change in social attitudes and perceptions towards women. The women's team was also appreciated by the Hon'ble Vice Chancellor of Vidyasagar University. It was resolved that the players would be sufficiently motivated by the institution to move towards the creation of the Kho Kho teams and for training in other sports and for field & track events.

The IQAC also congratulated Subashis Santra, our 3rd Semester student, who was selected to play for the Odisha Juggernauts in the first edition of the Ultimate Kho Kho League held in Pune in August 2022. Subhasis has also been selected to play for the Nationals (Senior) and might get the chance to represent the country at the Asian Games. The IQAC members recognized the glorious achievements of Subhasis Santra and resolved that Subhasis would be properly supported by the institution with its best resources to help him achieve greater goals.


5. Discussion on the code of ethics and related activities

The framing of the Code of Ethics especially for students, faculty, staff and management was discussed and it was resolved that the existing Code of Ethics document would be updated in due time in view of the evolved role of these stakeholder cohorts. It was also resolved that three issues will be specifically focused upon in the upcoming months:

1. The institution will conduct seminars and awareness programmes in the next semester to inform stakeholders about the ethical obligations and moral rights that they own.
2. The institution will also entrust the responsibility of disseminating information regarding the Code of Ethics to a dedicated Cell or Body.
3. This Cell or Body will converge its focus with the Research Committee and the IPR Cell to create a comprehensive structure for implementation of ethical guidelines across all dimensions of academic and social activities within the institution.

6. Miscellaneous




**Proceedings of the meeting of the IQAC held on 27.09.2022
(Tuesday) in the Office Chamber of the Vice Principal**

Meeting 3 of the Academic Session 2022-23

1. It was resolved that all academic departments and committees will have to be asked to conduct seminars and webinars on a regular basis in the next academic semester.
2. The functioning of the IPR Cell and Research Committee was also duly evaluated and it was resolved that the IPR Cell will be directed to conduct awareness camps or seminars in the next semester. It was also resolved that the Research Committee will be advised to take steps to augment the research activities and output of faculty members.
3. The College witnessed the visit of Prof. Sibaji Pratim Basu, the Hon'ble Vice Chancellor of Vidyasagar University on 19th August 2022. The Vice Chancellor discussed the academic prospects of the college with the Vice Principal, Dr. Ranajit Kumar Khalua, during this historic visit. The IQAC takes a special note of the importance of this visit and pledges to accomplish the tasks that inspire the approval and acknowledgement of such esteemed academicians.
4. The college celebrated its 57th Foundation Day on 12th September 2022 and officially adopted Singaghai Primary School on this occasion. It was resolved that the IQAC would direct and guide the Extension Services Sub-Committee to undertake projects at Singaghai Primary School and work towards better coordination and collaboration with local educational institutions to ensure child welfare, quality education and moral development of learners at the rudimentary grassroots level.

With no other issues left, the meeting ended with paying reciprocal thanks to the Chair.



CHAIRMAN
(DR. RANAJIT KUMAR KHALUA)

Dr. Ranajit Kumar Khalua
Vice-Principal
Narajole Raj College
Narajole, Pin - 721211