

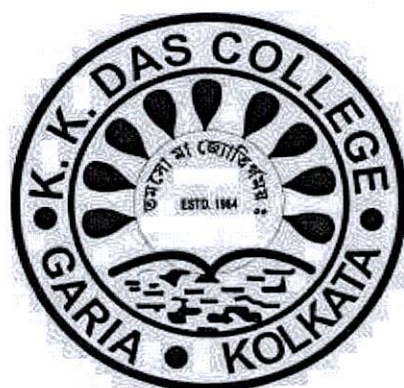
K. K. Das College

GRH – 17, Baishnabghata – Patuli

Kolkata – 700084

West Bengal

India



Meeting-Minutes

&

Action taken report of IQAC

2018-2019





K.K. Das College

GRH -17, Baishnabghata Patuli Township

Kolkata-84

NOTICE

Date: 11.07.2018

A meeting of IQAC will be held on 17.07.2018 at 12.00 p.m at Principal's room to discuss the following agenda:

Item No. 1 To confirm the minutes of the meeting held on 13.05.2018

Item No. 2 Presentation of AQAR for the year 2016-2017

Item No. 3 To plan the quality enhancement strategies for the session 2018-19

Item No. 4 Miscellaneous

All members of IQAC are requested to attend the meeting.

Dr. R. P. Chakraborty
Principal

Principal
K. K. DAS COLLEGE
GRH-17, Baishnabghata-Patuli
Garia, Kolkata - 700084

Nasima Munshi 11.07.18

Dr. Nasima Munshi
IQAC Coordinator
IQAC Co-ordinator
K. K. Das College
GRH-17, Baishnabghata-Patuli
Garia, Kolkata - 700 084

1. Prof. M.N. Mukherjee
2. Prof. Sanjit Dey
3. Prof. Subhash Chandra Panja
4. Dr. Rajyasri Neogy
5. Ms. Soma Mukherjee
6. Dr. Soumona Biswas
7. Dr. Anjana Brahma
8. Dr. Bidya Ratan Tikader
9. Ms. Rinku Saha
10. Mr. Sukumar Sandhukhan
11. Mr. Sapan Kr. Mondal
12. Mr. Bipod Mandal
13. Mr. Subrata Goswami
14. Dr. Anutam Pal
15. Saikat Roy

KKDC/IQAC Meeting/ 2018-2019





K.K. Das College
GRH -17, Baishnabghata Patuli Township
Kolkata-84

PROCEEDINGS OF THE I.Q.A.C. MEETING HELD ON 17.07.2018 at 12.30 p.m.

VENUE: PRINCIPAL'S CHAMBER

Members Present

1. Sd\Dr. Ramkrishna Prasad Chakraborty
2. Sd\Dr. Nasima Munshi
3. Sd\Prof. M.N. Mukherjee
4. Sd\Prof. Sanjit Dey
5. Sd\Prof Subhash Chandra Panja
6. Sd\Dr. Rajyasri Neogy
7. Sd\Ms. Soma Mukherjee
8. Sd\Dr. Soumona Biswas
9. Sd\Dr. Anjana Brahma
10. Sd\Dr. Bidya Ratan Tikader
11. Sd\Ms. Rinku Saha
12. Sd\Mr. Sukumar Sandhukhan
13. Sd\Mr. Sapan Kr. Mondal
14. Sd\Mr. Bipod Mandal
15. Sd\Mr. Subrata Goswami
16. Sd\Dr. Anutam Pal
17. Sd\Saikat Roy

Dr. Nasima Munshi, the IQAC Coordinator welcomed the Chairperson Principal Dr.Ramkrishna Prasad Chakraborty and the Committee Members.

KKDC/IQAC Meeting/ 2018-2019



Item No. 1 To confirm the minutes of the meeting held on 13.05.2018

The minutes of the meeting held on 13.05.2018 was confirmed by the members of the IQAC and duly signed by the Chairperson. Also the action taken report of the meeting was submitted by the coordinator.

Item No. 2 Presentation of AQAR for the year 2016-2017

IQAC coordinator Dr. Nasima Munshi read out the AQAR for the year 2016-2017. It was decided that the AQAR will be placed before GB for further modification. After modification the AQAR will be send to NAAC office via e-mail and uploaded in the college website on the same day.

It was also decided that the AQAR for the year 2017-2018 will be prepared and uploaded to the website by December 2018.

It was decided that each Department will give the departmental report for the year 2017-2018. Also all faculty members were requested to give the supporting documents of their personal achievements during the year 2017-2018.

On basis of these reports AQAR will be prepared.

Item No. 3 To plan the quality enhancement strategies for the session 2018-19

- (i) It was recommended that some projectors will be installed in some class rooms so that faculty can use ICT enabled teaching methods. Especially Dr. Anjana Brahma, H.O.D, the Department of Bengali is interested to use it in Room No 202.
- (ii) It was recommended that students' centric seminars will be organized at regular intervals.
- (iii) It was recommended that departments will arrange students and teachers exchange programme with nearby colleges.
- (iv) It was recommended at least one national seminar in the Academic session 2018-2019 will be organized.
- (v) It was recommended to organize an workshop on 'CAS' for the teachers.
- (vi) It was decided to organize the career fair in the Academic session 2018-2019.
- (vii) It was recommended to employ a female sweeper for Girls' Toilet and staff Toilet for ladies.



- (viii) It was recommended to install a Napkin Vending Machine and one destroyer for Girls students of the College in a suitable place.

Item No. 4 Miscellaneous

As there was no other matter to discuss the meeting ended with a vote of thanks to the Chairperson.

Dr. R. P. Chakraborty
Principal

Principal
K. K. DAS COLLEGE
GRH-17, Baishnabghata-Patuli
Garia, Kol-700084

Dr. Nasima Munshi
IQAC Coordinator

IQAC Co-ordinator
K. K. Das College
GRH-17, Baishnabghata-Patuli
Garia, Kolkata - 700 084

Action Taken Report of the meeting on 13.05.2018:

- Academic calendar for the session 2018-2019 is prepared under the supervision of the Principal Dr. Ramkrishna Prasad Chakraborty.
- Ms.Soumana Biswas and Mr. Anunay Chatterjee prepared the prospectus for the session.
- Dr. Nasima Munshi, Mr. Anunay Chatterjee and Ms. Rinku Saha prepared the time table for the session 2018-2019.

IQAC Co-ordinator
K. K. Das College
GRH-17, Baishnabghata-Patuli
Garia, Kolkata - 700 084

Principal
K. K. DAS COLLEGE
GRH-17, Baishnabghata-Patuli
Garia, Kol-700084





K.K. Das College
GRH -17, Baishnabghata Patuli Township
Kolkata-84

I.Q.A.C. MEETING HELD ON 17.07.2018 at 12.30 p.m.

VENUE: PRINCIPAL'S CHAMBER

Members Present

1. Dr. Ramkrishna Prasad Chakraborty 17/07/2018
2. Dr. Nasima Munshi Nasima Munshi
3. Prof. M.N. Mukherjee M. N. Mukherjee
4. Prof. Sanjit Dey AB
5. Prof Subhash Chandra Panja Subhash Panja 17/7/2018
6. Dr. Rajyasri Neogy R. Neogy 17.7.18
7. Ms. Soma Mukherjee S. Mukherjee 17.7.18
8. Dr. Soumana Biswas Soumana Biswas
9. Dr. Anjana Brahma Anjana Brahma 17.07.2018
10. Dr. Bidya Ratan Tikader B. Tikader 17.7.18
11. Ms. Rinku Saha Rinku Saha
12. Mr. Sukumar Sandhukhan S. Sandhukhan 17.7.2018
13. Mr. Sapan Kr. Mondal Sapan Kr. Mondal
14. Mr. Bipad Mandal Bipad Mandal
15. Mr. Subrata Goswami Subrata Goswami
16. Dr. Anutam Pal AB
17. Saikat Roy Saikat Roy 17/7/18.





K.K. Das College

GRH -17, Baishnabghata Patuli Township

Kolkata-84

NOTICE

Date: 01.09.2018

A meeting of IQAC will be held on 10.09.2018 at 3.00 p.m at Principal's room to discuss the following agenda:

- Item No. 1 To confirm the minutes of the meeting held on 17.07.2018
- Item No. 2 Reporting on Admission 2018-2019
- Item No. 3 Preparation of AQAR for the year 2017-2018
- Item No. 4 Miscellaneous

All members of IQAC are requested to attend the meeting.

(Handwritten signature)
10/09/18

Principal
K. K. DAS COLLEGE
GRH-17, Baishnabghata-Patuli
Garia, Kol-700084

Dr. R. P. Chakraborty
Principal

(Handwritten signature)
Nasima Munshi 1.9.18

Dr. Nasima Munshi
IQAC Coordinator
K. K. Das College
GRH-17, Baishnabghata-Patuli
Garia, Kolkata - 700 084

- | | |
|-------------------------------|----------------------------|
| 1. Prof. M.N. Mukherjee | 2. Prof. Sanjit Dey |
| 3. Prof Subhash Chandra Panja | 4. Dr. Rajyasri Neogy |
| 5. Ms. Soma Mukherjee | 6. Dr. Soumona Biswas |
| 7. Dr. Anjana Brahma | 8. Dr. Bidya Ratan Tikader |
| 9. Ms. Rinku Saha | 10. Mr. Sukumar Sandhukhan |
| 11. Mr. Sapan Kr. Mondal | 12. Mr. Bipod Mandal |
| 13. Mr. Subrata Goswami | 14. Dr. Anutam Pal |
| 15. Saikat Roy | |

KKDC/IQAC Meeting/ 2018-2019





K.K. Das College
GRH -17, Baishnabghata Patuli Township
Kolkata-84

PROCEEDINGS OF THE I.Q.A.C. MEETING HELD ON 10.09.2018 at 3.00 p.m.

VENUE: PRINCIPAL'S CHAMBER

Members Present

1. Sd\Dr. Ramkrishna Prasad Chakraborty
2. Sd\Dr. Nasima Munshi
3. Sd\Prof. M.N. Mukherjee
4. Sd\Prof. Sanjit Dey
5. Sd\Prof Subhash Chandra Panja
6. Sd\Dr. Rajyasri Neogy
7. Sd\Ms. Soma Mukherjee
8. Sd\Dr. Soumona Biswas
9. Sd\Dr. Anjana Brahma
10. Sd\Dr. Bidya Ratan Tikader
11. Sd\Ms. Rinku Saha
12. Sd\Mr. Sukumar Sandhukhan
13. Sd\Mr. Sapan Kr. Mondal
14. Sd\Mr. Bipod Mandal
15. Sd\Mr. Subrata Goswami
16. Sd\Dr. Anutam Pal
17. Sd\Saikat Roy

Dr. Nasima Munshi, the IQAC Coordinator welcomed the Chairperson Principal Dr. Ramkrishna Prasad Chakraborty, the Committee Members.

KKDC/IQAC Meeting/ 2018-2019



Item No. 1 To confirm the minutes of the meeting held on 17.07.2018

The minutes of the meeting held on 17.07.2018 was confirmed by the members of the IQAC and duly signed by the Chairperson. Also the action taken report of the meeting was submitted by the coordinator.

Item No. 2 Reporting on Admission 2018-2019

Principal placed the report of admission status in the Academic Year 2018-2019

For Honours

Subject (Honours)	Intake Capacity	Admitted	Vacant
B.Com (H)	188	179	9
B.A. (H)			
Bengali (H)	95	90	5
English (H)	76	74	2
History (H)	39	38	1
B.Sc. (H)			
Mathematics (H)	26	19	7
Economics (H)	14	8	6

For General

Course	Intake Capacity	Admitted	Vacant
B.Com (G)	130	91	39
B.A. (G)	197	197	0
B.Sc. (G)	40	5	35

Principal expressed his gratitude to the member of the admission committee along with all the staff of the College who were involved with the admission process.

Discussion was made on the procedure followed for admission.

It was decided that from next academic year an attempt will be made for online counseling together with online payment system.

Item No. 3 Preparation of AQAR for the year 2017-2018

IQAC coordinator Dr. Nasima Munshi reported that the AQAR for the year 2016-2017 is ready to be uploaded.



The AQAR for the year 2017-2018 was prepared. It was read out and was decided to be placed before GB for further modification. She said that the AQAR will be send to NAAC office via e-mail and uploaded in the college website on the same day.

Item No. 4 Miscellaneous

As there was no other matter to discuss the meeting ended with a vote of thanks to the Chairperson.



Dr. R. P. Chakraborty
Principal

Principal
K. K. DAS COLLEGE
GRH-17, Baishnabghata-Patuli
Garia, Kol-700084



Dr. Nasima Munshi
IQAC Coordinator
IQAC Co-ordinator
K. K. Das College
GRH-17, Baishnabghata-Patuli
Garia, Kolkata - 700 084

Action Taken Report of the meeting on 17.07.2018:

Preparation of AQAR for the year 2016-2017

- AQAR for the year 2016-2017 was completed and placed before GB. It was resolved that the AQAR will be uploaded as soon as possible.
- The recommendations for quality enhancement strategies for the session 2018-19 were placed before GB. GB approved all the recommendations.
- Career fair will be organized in the month of January after 3rd year test examination.
- A Napkin Vending Machine and one destroyer for Girls students will be installed in second floor near girls toilet.



IQAC Co-ordinator
K. K. Das College
GRH-17, Baishnabghata-Patuli
Garia, Kolkata - 700 084



Principal
K. K. DAS COLLEGE
GRH-17, Baishnabghata-Patuli
Garia, Kol-700084



K.K. Das College
GRH -17, Baishnabghata Patuli Township
Kolkata-84

I.Q.A.C. MEETING HELD ON 10.09.2018 at 3.00 p.m.

VENUE: PRINCIPAL'S CHAMBER

Members Present

1. Dr. Ramkrishna Prasad Chakraborty

R 10/09/2018

2. Dr. Nasima Munshi

Nasima Munshi

3. Prof. M.N. Mukherjee

M. Mukherjee

4. Prof. Sanjit Dey

AB

5. Prof Subhash Chandra Panja

Sanj 10/9/2018

6. Dr. Rajyasri Neogy

R. Neogy 10.9.18

7. Ms. Soma Mukherjee

S 10.9.18

8. Dr. Soumona Biswas

Soumona Biswas

9. Dr. Anjana Brahma

Anjana Brahma 10.09.18

10. Dr. Bidya Ratan Tikader

B 10.9.2018

11. Ms. Rinku Saha

Rinku Saha

12. Mr. Sukumar Sandhukhan

SS 10-9.2018

13. Mr. Sapan Kr. Mondal

Sapan Kr. Mondal

14. Mr. Bipad Mandal

Bipad Mandal

15. Mr. Subrata Goswami

Subrata Goswami

16. Dr. Anutam Pal

AB

17. Saikat Roy

Saikat Roy 10/9/2018.





K.K. Das College
GRH -17, Baishnabghata Patuli Township
Kolkata-84
NOTICE

Date: 22.02.2019

A meeting of IQAC will be held on 28.02.2019 at 11.30 p.m at Principal's room to discuss the following agenda:

- Item No. 1 To confirm the minutes of the meeting held on 10.09.2018
- Item No. 2 To organize Students' Seminar
- Item No. 4 To discuss about the present NAAC guideline
- Item No. 5 Miscellaneous

All members of IQAC are requested to attend the meeting.

Dr. R. P. Chakraborty
Principal

Principal
K. K. DAS COLLEGE
GRH-17, Baishnabghata-Patuli
Garia, Kol-700084

Nasima Munshi 22.2.19

Dr. Nasima Munshi
IQAC Coordinator

IQAC Co-ordinator
K. K. Das College
GRH-17, Baishnabghata-Patuli
Garia, Kolkata - 700 084

- | | |
|------------------------------|---------------------------|
| 1.Prof. M.N. Mukherjee | 2. Prof. Sanjit Dey |
| 3.Prof Subhash Chandra Panja | 4.Dr. Rajyasri Neogy |
| 5.Ms. Soma Mukherjee | 6.Dr. Soumona Biswas |
| 7.Dr. Anjana Brahma | 8.Dr. Bidya Ratan Tikader |
| 9.Ms. Rinku Saha | 10.Mr. Sukumar Sandhukhan |
| 11.Mr. Sapan Kr. Mondal | 12.Mr. Bipod Mandal |
| 13. Mr. Subrata Goswami | 14. Dr. Anutam Pal |
| 15. Saikat Roy | |

KKDC/IQAC Meeting/ 2018-2019





K.K. Das College
GRH -17, Baishnabghata Patuli Township
Kolkata-84

PROCEEDINGS OF THE I.Q.A.C. MEETING HELD ON 28.02.2019 at 11.30 a.m.

VENUE: PRINCIPAL'S CHAMBER

Members Present

1. Sd\Dr. Ramkrishna Prasad Chakraborty
2. Sd\Dr. Nasima Munshi
3. Sd\Prof. M.N. Mukherjee
4. Sd\Prof. Sanjit Dey
5. Sd\Prof Subhash Chandra Panja
6. Sd\Dr. Rajyasri Neogy
7. Sd\Ms. Soma Mukherjee
8. Sd\Dr. Soumona Biswas
9. Sd\Dr. Anjana Brahma
10. Sd\Dr. Bidya Ratan Tikader
11. Sd\Ms. Rinku Saha
12. Sd\Mr. Sukumar Sandhukhan
13. Sd\Mr. Sapan Kr. Mondal
14. Sd\Mr. Bipod Mandal
15. Sd\Mr. Subrata Goswami
16. Sd\Dr. Anutam Pal
17. Sd\Saikat Roy

Dr. Nasima Munshi, the IQAC Coordinator welcomed the Chairperson Principal Dr. Ramkrishna Prasad Chakraborty, and the teachers present.

KKDC/IQAC Meeting/ 2018-2019



Item No. 1 To confirm the minutes of the meeting held on 10.09.2018

The minutes of the meeting held on 10.09.2018 was confirmed by the members of the IQAC and duly signed by the Chairperson. Also the action taken report of the meeting was submitted by the coordinator.

Item No. 2 To organize Students' Seminar

Dr. Nasima Munshi gave a proposal to organize a students' seminar mainly for the students of Mathematics honours (second semester).

The proposal was accepted.

Dr. Soumana Biswas gave a proposal to arrange a special lecture on the topic "Indian Writing in English: An Overview" for the students of second semester by. Dr. Swati Moitra, Assistant Professor, Gurudas College.

The proposal was accepted.


Item No. 3 To discuss about the present NAAC guideline

Principal Dr. Ram Krishna Prasad Chakraborty proposed to present a power point presentation to give an overall Idea about the new guideline of NAAC. He also proposed that the internal members of the IQAC along with other teachers and non-teaching staff will take should take initiative for NAAC accreditation on 2021.


Item No. 5 Miscellaneous

In this item IQAC coordinator said that the meeting of the selection Committee for promotion under CAS of Ms. Rinku Saha, Mr. Sukumar Sadhukhan and Dr. Anjana Brahma from the post of Assistant Professor Stage-III to Associate Professor was scheduled to be held on 26.04.2019 at 12.00 noon.

The meeting was ended with a vote of thanks to the Chairperson.



Dr. R. P. Chakraborty
Principal Principal
K. K. DAS COLLEGE
GRH-17, Baishnabghata-Patuli
Garia, Kol 700084



Dr. Nasima Munshi
IQAC Coordinator

IOAC Co-ordinator
K. K. Das College
GRH-17, Baishnabghata-Patuli
Garia, Kolkata - 700 084

KKDC/IQAC Meeting/ 2018-2019



Action Taken Report of the meeting on 10.09.2018

- AQAR for the year 2017-2018 was placed before the GB on 24.12.18. GB approved the AQAR.
- AQAR for the year 2016-2017 was uploaded to the college website and send NAAC office on 19.12.2018.
- AQAR for the year 2017-2018 was uploaded to the college website and send NAAC office on 30.12.2018

N. Munshi

IQAC Co-ordinator
K. K. Das College
GRH-17, Baishnabghata-Patuli
Garia, Kolkata - 700 084



A handwritten signature in green ink, appearing to be 'K.K. Das'.

Principal
K. K. DAS COLLEGE
GRH-17, Baishnabghata-Patuli
Garia, Kol-700084



K.K. Das College
GRH -17, Baishnabghata Patuli Township
Kolkata-84

I.Q.A.C. MEETING HELD ON 28.02.2019 at 11.30 a.m.

VENUE: PRINCIPAL'S CHAMBER

Members Present

1. Dr. Ramkrishna Prasad Chakraborty 28/02/2019
2. Dr. Nasima Munshi Nasima Munshi
3. Prof. M.N. Mukherjee M.N. Mukherjee
4. Prof. Sanjit Dey AB
5. Prof Subhash Chandra Panja Subash 28/2/2019
6. Dr. Rajyasri Neogy R. Neogy 28.2.19
7. Ms. Soma Mukherjee S 28/2/19
8. Dr. Soumona Biswas Soumona Biswas
9. Dr. Anjana Brahma Anjana 28.02.19
10. Dr. Bidya Ratan Tikader B 28-2-2019
11. Ms. Rinku Saha Rinku
12. Mr. Sukumar Sandhukhan S. 28.2.19
13. Mr. Sapan Kr. Mondal Sapan Kr. Mondal
14. Mr. Bipod Mandal Bipod Mandal
15. Mr. Subrata Goswami Subrata Goswami
16. Dr. Anutam Pal AB
17. Saikat Roy Saikat Roy 28/2/2019.





K.K. Das College
GRH -17, Baishnabghata Patuli Township
Kolkata-84
NOTICE

Date: 26.03.2019

A meeting of IQAC will be held on 02.04.2019 at 2.00 p.m. at Principal's room to discuss the following agenda:

- Item No. 1 To confirm the minutes of the meeting held on 28.02.2019
- Item No. 2 Preparation of Academic Calendar and Prospectus for the session 2019-2020.
- Item No. 3 Preparation of time table for the session 2019-2020.
- Item No. 4 To discuss the present guideline for NAAC and our necessary immediate duties.
- Item No. 5 Miscellaneous.
- All members of IQAC are requested to attend the meeting.

Dr. R. P. Chakraborty
Principal

Principal
K. K. DAS COLLEGE
GRH-17, Baishnabghata-Patuli
Garia, Kol-700084

Nasima Munshi 26.3.19
Dr. Nasima Munshi

IQAC Coordinator

IQAC Co-ordinator
K. K. Das College
GRH-17, Baishnabghata-Patuli
Garia, Kolkata - 700 084

- | | |
|--------------------------------|----------------------------|
| 1. Prof. M.N. Mukherjee | 2. Prof. Sanjit Dey |
| 3. Prof. Subhash Chandra Panja | 4. Dr. Rajyasri Neogy |
| 5. Ms. Soma Mukherjee | 6. Dr. Soumona Biswas |
| 7. Dr. Anjana Brahma | 8. Dr. Bidya Ratan Tikader |
| 9. Ms. Rinku Saha | 10. Mr. Sukumar Sandhukhan |
| 11. Mr. Sapan Kr. Mondal | 12. Mr. Bipod Mandal |
| 13. Mr. Subrata Goswami | 14. Dr. Anutam Pal |
| 15. Saikat Roy | |

KKDC/IQAC Meeting/ 2018-2019





K.K. Das College
GRH -17, Baishnabghata Patuli Township
Kolkata-84

PROCEEDINGS OF THE I.Q.A.C. MEETING HELD ON 02.04.2019 at 2.00 p.m.

VENUE: PRINCIPAL'S CHAMBER

Members Present

1. Sd\Dr. Ramkrishna Prasad Chakraborty
2. Sd\Dr. Nasima Munshi
3. Sd\Prof. M.N. Mukherjee
4. Sd\Prof. Sanjit Dey
5. Sd\Prof Subhash Chandra Panja
6. Sd\Dr. Rajyasri Neogy
7. Sd\Ms. Soma Mukherjee
8. Sd\Dr. Soumona Biswas
9. Sd\Dr. Anjana Brahma
10. Sd\Dr. Bidya Ratan Tikader
11. Sd\Ms. Rinku Saha
12. Sd\Mr. Sukumar Sandhukhan
13. Sd\Mr. Sapan Kr. Mondal
14. Sd\Mr. Bipod Mandal
15. Sd\Mr. Subrata Goswami
16. Sd\Dr. Anutam Pal
17. Sd\Saikat Roy

Dr. Nasima Munshi, the IQAC Coordinator welcomed the Chairperson Principal Dr.Ramkrishna Prasad Chakraborty and the Members present.



Item No. 1 To confirm the minutes of the meeting held on 28.02.2019

The minutes of the meeting held on 28.02.2019 was confirmed by the members of the IQAC and duly signed by the Chairperson. Also the action taken report of the meeting was submitted by the coordinator.

Item No. 2 Preparation of Academic Calendar and Prospectus for the session 2019-20.

Discussions were made and it was resolved that the academic calendar for the coming session 2019-2020 will be prepared under the supervision of the Principal Dr. Ramkrishna Prasad Chakraborty and Ms. Soumana Biswas will prepare the prospectus for the session.

Item No. 3 Preparation of time table for the session 2019-2020

It was decided that Dr. Nasima Munshi and Ms. Rinku Saha will prepare the time table for the session 2019-2020.

Item No. 4 To discuss the present guideline for NAAC and our necessary immediate duties.

Principal Discuss about the new guideline of NAAC and requested all members to go through the NAAC guidelines which is available online. He also proposed that all subcommittees and Departments of the College should prepare their report properly, keeping in mind that it is essential for NAAC accreditation.

The following proposal was taken and resolved to forward to the G.B. for favorable consideration:

- i. Academic & Administrative Audit for the session 2017-2018, 2018-2019.
- ii. Seminars / workshops/awareness camp to be Organized on IPR, Environment, cleanliness etc.
- iii. e-resources development
- iv. professional development /administrative training programs organized by the institution for teaching and non teaching staff.



- v. To plan and organize activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations
- vi. To organize activities for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties
- vii. Introduction of Certificate course on Psychological Counselling in collaboration with Jadavpur University, Spoken English in collaboration with Ramakrishna Mission Institute of Culture, Kolkata.
- viii. Introduction of yoga meditation course (value added course).
- ix. Introduction of Self Defense course under Kolkata Police.
- x. Introduction a course on Human Values and professional ethics.
- xi. 360degree feed back to be taken on curriculum
- xii. Guidance for competitive examinations
- xiii. To develop a structured method for Mentoring.
- xiv. To develop a Code of conduct handbook for students, teachers, governing body, administration including Vice Chancellor / Director / Principal / Officials and support staff
- xv. Formation of Parent- Teacher Association.
- xvi. Facilities for e-content development
- xvii. Financial support to attend conferences/workshops and towards membership fee of professional bodies.

Item No. 5 Miscellaneous

As there was no other matter to discuss the meeting ended with a vote of thanks to the Chairperson.

Dr. R. P. Chakraborty
Principal

Principal
K. K. DAS COLLEGE
GRH-17, Baishnabghata-Patuli
Garia, Kol-700084



KKDC/IQAC Meeting/ 2018-2019

Nasima Munshi

Dr. Nasima Munshi
IQAC Coordinator

IQAC Co-ordinator
K. K. Das College
GRH-17, Baishnabghata-Patuli
Garia, Kolkata - 700 084

Action Taken Report of the meeting on 18.02.2019

The students' seminar of the department of mathematics will be organized on 17.04.2019.

Special lecture on the topic "Indian Writing in English: An Overview" for the students of second semester by. Dr. Swati Moitra, Assistant Professor, Gurudas College was organized on 13.03.2019.



N. Moushi

IQAC Co-ordinator
K. K. Das College
GRH-17, Baishnabghata-Patuli
Garia, Kolkata - 700 084

A green handwritten signature, appearing to be "R", enclosed within a green circular outline.

Principal
K. K. DAS COLLEGE
GRH-17, Baishnabghata-Patuli
Garia, Kol-700084



K.K. Das College
GRH -17, Baishnabghata Patuli Township
Kolkata-84

I.Q.A.C. MEETING HELD ON 02.04.2019 at 2.00 p.m.

VENUE: PRINCIPAL'S CHAMBER

Members Present

1. Dr. Ramkrishna Prasad Chakraborty RC 02/04/2019
2. Dr. Nasima Munshi N. Munshi
3. Prof. M.N. Mukherjee M. N. Mukherjee
4. Prof. Sanjit Dey AB
5. Prof Subhash Chandra Panja Sanj 2/4/2019
6. Dr. Rajyasri Neogy R. Neogy 2.4.19
7. Ms. Soma Mukherjee S. Mukherjee 2.4.19
8. Dr. Soumona Biswas Soumona Biswas
9. Dr. Anjana Brahma Anjana Brahma 02.04.2019
10. Dr. Bidya Ratan Tikader B. Tikader 02.4.19
11. Ms. Rinku Saha R. Saha
12. Mr. Sukumar Sandhukhan SS 2.4.19
13. Mr. Sapan Kr. Mondal Sapan Kr. Mondal
14. Mr. Bipod Mandal Bipod Mandal
15. Mr. Subrata Goswami Subrata Goswami
16. Dr. Anutam Pal AB
17. Saikat Roy Saikat Roy 2/4/19.

