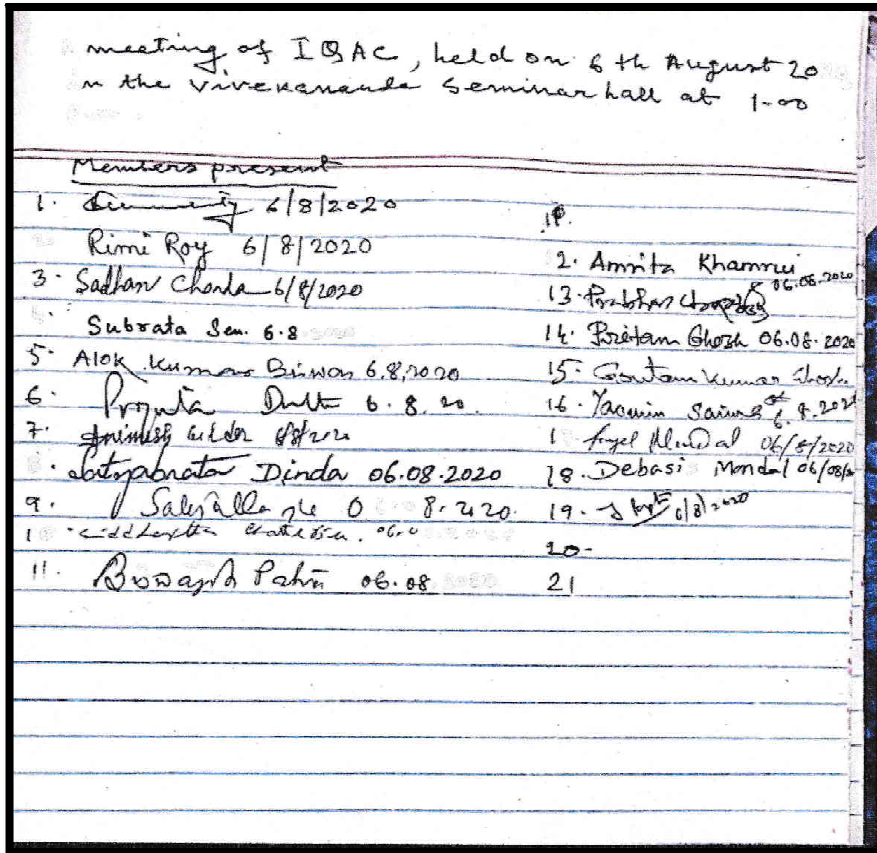


NAME OF THE MEMBERS PRESENTS

- | | |
|---|----------------------------|
| 1. Dr. Chandan Kumar Chakraborty, Principal | 12. Dr. Amrita Khamrui |
| 2. Dr. Rimi Roy | 13. Prabhas Chakraborty |
| 3. Dr. Sadhan Chanda | 14. Pritam Ghosh |
| 4. Subrata Sen | 15. Dr. Goutam Kumar Ghosh |
| 5. Alok Kumar Biswas | 16. Dr. Yasmin Saima |
| 6. Dr. Priyanka Duttas | 17. Payel Mondal |
| 7. Sri Animesh Golder | 18. Dr. Dedbasish Mondal |
| 8. Satyabrata Dinda | 19. Dr. Jhila Poptani |
| 9. Satyakam Ojha | |
| 10. Dr. Siddhartha Chatterjee | |
| 11. Dr. Biswajit Patra | |

Dr. Chandan Kumar Chakraborty, Principal took the chair and the meeting started.



Agenda.

1. To discuss regarding the activities and future plans of all the sub-committees for facing NAAC.

** Dr. Rimi Roy, Coordinator, IQAC reported before the present members including Principal that all the Conveners of sub-committees are requested to arrange meeting for doing their work properly. Further, Dr. Rimi Roy reported that the next NAAC will commence on September 2021, in this regard, all the pending works will be completed immediately. The beautification and Gardening including plantation will be completed within November 2020. The Open Stage will be completed within December 2020. The College is already sanitizing with the collaboration of Madhyamgram Municipality. Already installed 12 (twelve) Sanitize machines for the stake holders of the College.

Three steel sanitize stands and two Thermal Guns for measuring temperature are already purchased. The Principal approved all the above said statement by the IQAC coordinator. The Principal noted that all the Non-teaching staff and some teaching staff are present in the pandemic situation for greater interest of the College duly maintained the social distancing norms. Further, all the present members unanimously appreciated this type of activities in the College campus. Further, all the pay-fixation works for new Pay-commission of T.S. & NTS are completed during the pandemic situation. All the teaching staffs do the online classes for the students and examination works are completed as per instruction of the authority of West Bengal State University.

2. To discuss on admission of students of B.A./B.Sc Semester – I (both Hons & General) 2020.

**Dr. Rimi Roy, Coordinator of IQAC reported before the present members including Principal that the admission procedure of B.A./B.Sc Semester – I of 2020 will be started on and from September 2020. In this regard, all the preparation work to make admission will be completed within 1st September 2020. Online admission process and Prospectus will be published through our website immediately. The total intake capacity is increased by the West Bengal State University. As per intake capacity we will be admitted students as per different categories. The total admission fees will be decreased maximum 50% from the previous year admission rate. The total exemption is made from online fees and Prospectus fees from the students for the year 2020. The Principal admitted the above said statement by the Dr Rimi Roy, Coordinator of IQAC.

3. To discuss regarding Prospectus (both P.G. & U.G. level), 2020.

**Dr. Rimi Roy, IQAC Coordinator reported before the present members including Principal that the Prospectus will be printed immediately for PG & UG courses. The UG prospectus will be displayed through our website . In this year we do not collect any online fees and Prospectus fees from the students due to pandemic situation 2020. The Principal approved the above statement of the IQAC coordinator.

4. To discuss on Autonomous College and its prospects.

**The Principal reported before the IQAC Coordinator and all the present members that as per UGC's letter No. F.18-1/2018(AC) dated 3rd April 2019 the UGC requested the College authority to apply for getting Autonomous freedom in respect of academic and administrative affairs of the College. In this regard, the Principal seek the opinion from the TS and NTS of the College as per instruction of the GB of the College. In this regard, all the present teaching and Non-teaching staff are confirmed the Principal to submit their opinion as early as possible regarding Autonomous status of the College through the UGC.

5. To arrange admission in P.G. Courses viz. Geography, Bengali and Education.

**The Principal requested all the Department Heads of PG courses viz. Geography, Bengali and Education to arrange the PG admission 2020 through online as early as possible as per guideline of the West Bengal State University.

All the Head of the Departments of PG are admitted with the above statement of the Principal and they assured to make arrangement for new admission of PG courses 2020.

6. Miscellaneous

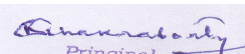
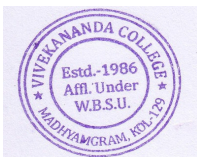
** . Nil

The meeting ended with a vote of thanks to the chair.



Director / Co-ordinator
IQACs
Vivekananda College
East Udayrajpur, Madhyamgram
North 24 Parganas, Kolkata-129

Dr. Rimi Roy, Cordinator IQAC,



Principal,
VIVEKANANDA COLLEGE
Madhyamgram, Kolkata - 129

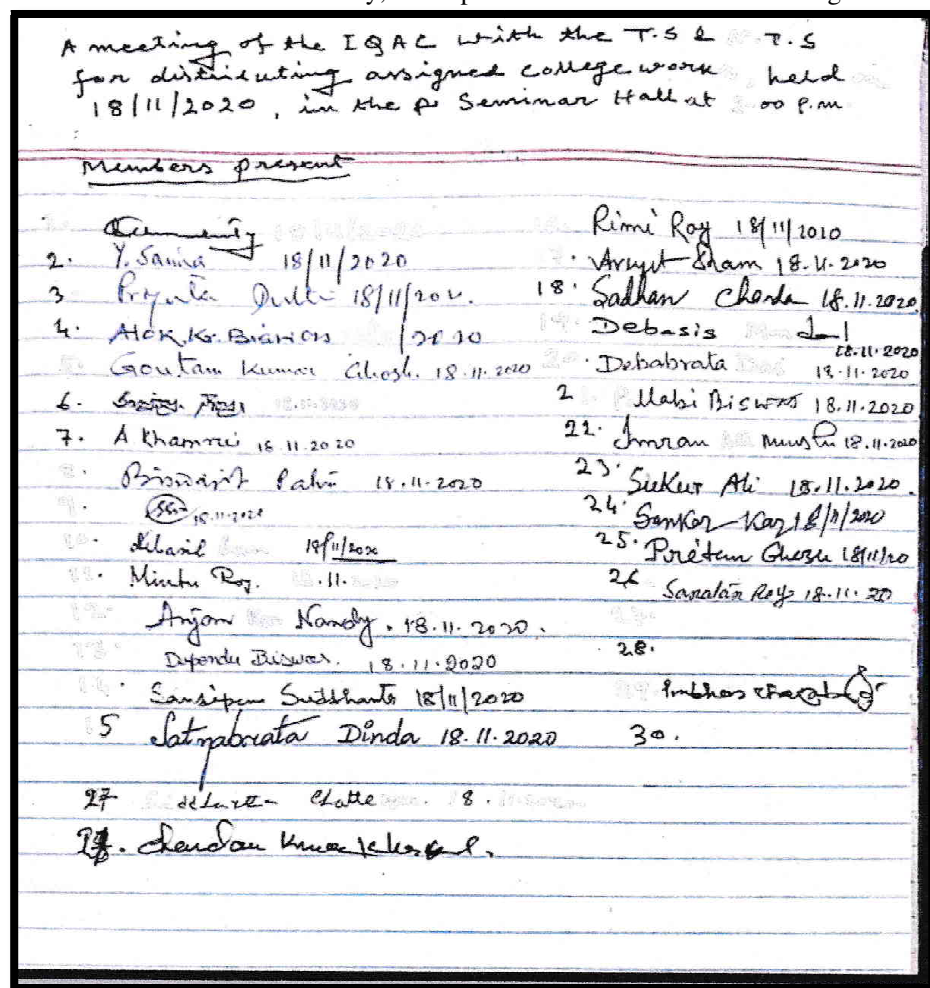
Dr. Chandan Kuamr Chakraborty,
(Principal)

The Proceedings of minutes of IQAC meeting of Vivekananda College, Madhyamgram, North 24 Parganas, Kolkata – 700129, held on 18.11.2020 in the Seminar Hall at 1 : 00 p.m.

NAME OF THE MEMBERS PRESENTS

- | | | |
|---|-------------------------------|---------------------|
| 1. Dr. Chandan Kumar Chakraborty, Principal | 16. Dr. Rimi Roy | 2. Dr. Yasmin Saima |
| 3. Dr. Priyanka Dutta | 17. Arijit Dhara | |
| 4. Alok Kumar Biswas | 18. Dr. Sadhan Chanda | |
| 5. Dr. Goutam Kr Ghosh | 19. Dr. Debasish Mondal | |
| 6. Sri Sanjoy Roy | 20. Debabrata Das | |
| 7. Dr. Amrita Khamrui | 21. Pallabi Biswas | |
| 8. Dr. Biswajit Patra | 22. Imran Ali Munsif | |
| 9. Subrata Sen | 23. Sukur Ali | |
| 10. Debasish Biswas | 24. Sankar Kar | |
| 11. Mintu Roy | 25. Pritam Ghosh | |
| 12. Anjan Kumar Nandy | 26. Sanatan Roy | |
| 13. Dipendu Biswas | 27. Dr. Siddhartha Chatterjee | |
| 14. Sandipan Siddhanta | 28. Chandan Kr Khaskel | |
| 15. Satyabrata Dinda | 29. Prabhas Chakraborty | |

Dr. Chandan Kumar chakraborty, Principal took the chair and the meeting started.



Agendum:

1. **Discussion regarding assigned College work of teaching and Non-teaching staff.**


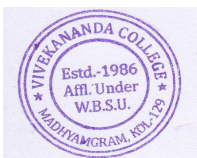
** Dr. Rimi Roy, Coordinator of IQAC reported before the present members of teaching and Non- teaching staffs including Principal that the work load will be distributed among the teaching and Non- teaching staff for preserving data of the Colleges to face the NAAC 2021. In this regard, specific work load for respective efficient teaching and Non-teaching staff in different matters be attached to do the pending work smoothly. So a list is required of the teaching and Non-teaching staff mentioning specific works immediately.

All the present members approved the above statement of Dr Rimi Roy for above said work. Dr. Chandan Kuamr Chakraborty, Principal also approved the above statement of Dr. Rimi Roy. In this regard, Dr Chandan Kumar Chakraborty, Principal suggested that Dr. Rimi Roy, Coordinator of IQAC, Dr. Goutam Kumar Ghosh, Dr. Yasmin Saima, Dr. Amrita Khamrui, Dr. Biswajit Patra, Animesh Golder, Alok Kumar Biswas, Dr Siddhartha Chatterjee, Barnali Mitra Sinha, Dr Priyanka Dutta, Satyabrata Dinda, Prabhas Chakraborty, Pritam Ghosh, Anjan Kumar Nandy are requested to distribute the work load among the teaching and Non-teaching staff to complete the pending work as early as possible.

The meeting ended with a vote of thanks to the chair.



Director / Co-ordinator
IQACs
Vivekananda College
East Udayrajpur, Madhyamgram
North 24 Parganas, Kolkata-129



Principal,
VIVEKANANDA COLLEGE
Madhyamgram, Kolkata - 129

Dr. Rimi Roy, Co-ordinator, IQAC.

Sd/ Dr. Chandan Kr Chakraborty



Vivekananda College

(W. B. Govt. Aided College)

NAAC ACCREDITED "A" GRADE INSTITUTION

(AFFILIATED UNDER WEST BENGAL STATE UNIVERSITY)



Ref. No.....

Date...10-02-2021

RESOLUTION BY CIRCULATION ON 10.02.2021

Agendum:

(1) To approve the IQAC Report for the year 2019-2020 for submitting to the authority of NAAC.

** Dr Rimi Roy, Coordinator of IQAC placed the IQAC Report for the year 2019-2020 before the IQAC committee for submitting the IQAC Report 2019-2020 to the authority of NAAC for final approval. All the present members approved the IQAC report for the year 2019-2020 after thorough checking the draft IQAC Report for the year 2019-2020.

In this regard, the IQAC Committee requested the Principal to place the IQAC Report for the year 2019-2020 before the Governing Body for final approval to submit the NAAC Portal as early as possible.

NAME AND SIGNATURE OF MEMBERS OF THE IQAC COMMITTEE:

1. Dr Chandan Kumar Chakraborty, Principal/Chairman *Chandankumar 10/02/2021*
2. Dr. Rimi Roy, Coordinator, IQAC *Rimi Roy*
3. Sri Rathin Ghosh, President, Governing Body *Rushash*
4. Dr. Moitree Bardhan (Roy), Ex-Principal, Basanti Devi College.
5. Dr. Basudev Karmakar, Ex-Principal, Sererampore Girl's College
6. Dr. Shambhunath Chakraborty, Ex-Principal, P.H.N. Mahavidlaya
7. Dr. Yasmin Saima, T.R. *Yasmin Saima 10.2.2021*
8. Dr. Goutam Kumar Ghosh, T.R. *Goutam Kumar Ghosh 10/02/2021*
9. Sri Satyabrata Dinda, T.R. *Satyabrata Dinda 10.02.2021*
10. Smt. Barnali Mitra (Sinha), T.R. *Barnali Mitra (Sinha) 12/2/2021*
11. Sri Alok Kumar Biswas, T.R. *Alok Kumar Biswas 10.02.2021*
12. Dr. Priyanka Dutta, T.R. *Priyanka Dutta 10.2.21*
13. Dr. Siddhartha Chatterjee, T.R. *Siddhartha Chatterjee 10.2.21*
14. Dr. Baidyanath Mukherjee, Social Worker *Baidyanath Mukherjee 10/2/21*
15. Sri Bhaktipada Banerjee, Govt. Nominee (Died)
16. Sri Subrata Basu, Govt. Nominee, G.B. *Subrata Basu*
17. Sri Nemai Chandra Ghosh, Advocate *Nemai Chandra Ghosh*
18. Sri Prabhas Chakraborty, *Prabhas Chakraborty*
19. G.S. of Student Union - Vacant

Rimi Roy

Director / Co-ordinator
IQACs

Vivekananda College
East Udayrajpur, Madhyamgram
North 24 Parganas, Kolkata-129

Chandankumar
Principal,
VIVEKANANDA COLLEGE
Madhyamgram, Kolkata - 129
10/02/2021

Address: East Udayrajpur, Madhyamgram, North 24 Parganas, Kolkata-700129

Phone: (033) 2538 7392

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Website: www.vivekanandacollegemmg.edu.in

E-mail: vivekanandacolg@gmail.com, vivekanandacollegemmg@gmail.com



Vivekananda College

(W. B. Govt. Aided College)

NAAC ACCREDITED "A" GRADE INSTITUTION

(AFFILIATED UNDER WEST BENGAL STATE UNIVERSITY)



Ref. No.....

Date..... 12/07/2021

NOTICE

An emergent meeting of IQAC (Mainly internal members) with the Admission Committee will be held on Friday the 16th July 2021 at 12 noon in the Smart Class Room (Room No. 12) to discuss regarding ensuing admission of B.A./B.Sc (both Hons & General) for the session 2021-2022.

In this regard, all the following members are requested to attend the meeting positively.

Rimi Roy
[Dr. Rimi Roy]
Coordinator, IQAC
Vivekananda College
East Udayrajpur, Madhyamgram
North 24 Parganas, Kolkata-129

Chandan Kumar Chakraborty
[Dr. Chandan Kumar Chakraborty]
Principal
Principal,
VIVEKANANDA COLLEGE
Madhyamgram, Kolkata-129

Internal Quality Assurance Cells (IQACs)	
Designation	Members
Chairman	Dr. Chandan Kumar Chackraborty(Principal)
President of GB & M.L.A(Stake Holder)	Sri Rathin Ghosh
Co ordinator/ Director	Dr. Rimi Roy
Ex Principal, Basantidevi College(Stake Holder), president beautiful mind- A prental Organization on Disability	Dr. Moitree Bardhan (Roy)
Ex Principal, Sererampore Girls College(Stake Holder)	Dr.Basudev Karmakar
Principal,Purashkanpur Haridas Nandi Mahavidhyalaya (Stake Holder)	Dr. Shambhu Nath Chakraborty
Teachers Representative	Dr Yasmin Saima
Teachers Representative	Dr Goutam Kumar Ghosh
Teachers Representative	Sri Styabrata Dinda
Teachers Representative	Smt Barnali Mitra Sinha
Teachers Representative	Sri Alok Kumar Biswas
Teachers Representative	Dr Priyanka Dutta
Teachers Representative	Dr Siddhartha Chatterjee
(Stake Holder), Social Worker	Dr. Baidyanath Mukherjee
GB member (Govt Nominee)	vacant
GB member (Govt Nominee)	vacant
Advocate	Sri Nimai Chandra Ghosh
NTs Representative	Sri Prabhas Chakraborty
General Secretary of student Union	G.S.

Admission Committee

- 1) All the Department-In –Charges in respective subjects
- 2) Dr Chandan Kumar Chakraborty (Principal/ Chairman)
- 3) Dr Rimi Roy (IQAC Coordinator)
- 4) Debasis Biswas (Department of English)
5. Sukur Ali (Department of Political Science)
6. Sanjoy Roy (Department of Geography)
7. Prabhas Chakraborty (Head Clerk)
8. Pritam Ghosh (Cashier)

Address: East Udayrajpur, Madhyamgram, North 24 Parganas, Kolkata-700129
Phone: (033) 2538 7392 Fax : (033) 2538 7392
Website: www.vivekanandacollegemmg.edu.in
E-mail: vivekanandacolg@gmail.com, vivekanandacollegemmg@gmail.com

An emergent meeting of IQAC with the Admission committee, held on 16/07/2021 at 12:00 noon in the Smart class room.

Members present

- | | |
|---------------------------------|--------------------|
| 1. Enamunty 16/7/21 | 16. Anrita Khamru |
| 2. Rimi Roy 16/7/21 | 17. Priyanka Datta |
| 3. Barnali Mukta (Baba) 16/7/21 | 18. Anusha Giddu |
| 4. Sitprabata Dinda 16.07.21 | 19. |
| 5. Atul Kumar Bhanu | 20. |
| 6. Yasmin Saimis | 21. |
| 7. Sathya Chouda | 22. |
| 8. Siddhanta Choudhury 16.07.21 | 23. |
| 9. Satish Kumar | 24. |
| 10. Biswanath Pahi | 25. |
| 11. Subrata Sen. | |
| 12. Debajit Bhanu | |
| 13. Prathas Choudhury | |
| 14. Sukter Ali | |
| 15. Sumanta Kumar Bhanu | |

Dr. Chandan Kumar Chakraborty, Principal took the chair and the meeting started.

Agendum:

1. To discuss regarding ensuing Admission of B.A/B.Sc (both Honours and General) for the session 2021-22.

** The Principal reported before the members of IQAC and Admission Committee that the Admission of 1st Semester students will commence on 2.8.21 to 27.08.2021. In this regard, the Vendor that is Infonetics will assist online Admission process in the Admission stipulated time. Further, the IQAC Co-ordinator and convenor of the

Admission Committee assists the Principal along with some expert teachers and Non teaching Staffs to do the Admission smoothly.

All the present members of IQAC and Admission Committee are confirmed the above statement of the Principal. Dr. Rimi Roy, IQAC Co-ordinator, expressed her view regarding Admission as follows. Dr. Rimi Roy suggested the Principal, some teaching and Non teaching staffs viz. Dr. Rimi Roy, Dr. Siddhastha Chatterjee, Satyabrata Dinda, Subrata Sen, Dr. Yasmin Saima, Dr. Priyanka Dutta, Dr. Biswajit Patra, Dr. Sachin Chandra, Dr. Amrita Khamrui, Barnali Mitra Sinha, Dr. Debasis Mondal, Debasis Biswas, Sukur Ali, Animesh Golder, Prabhash Chakraborty, Pritam Ghosh, Dipendu Biswas, Debabrata Shee, Prosenjit Sen, Sanatan Roy, will assist the Principal to run the Admission smoothly.

Online payment should be made through BILLDESK. The merit list should be prepared by the above said members after discussion with the Principal. The Admission will be completed within September, 2021. After that, the students' documents verification should be made as per proper schedule.

Further, the IQAC Co-ordinator requested all the above said staffs to do their duty properly.

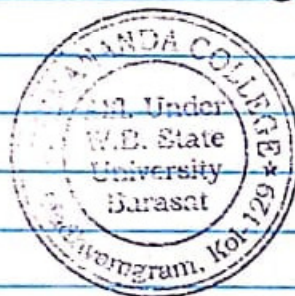
Dr. Rimi Roy, requested all the teaching and the Non teaching staffs to help the 1st semester students to get Admission properly on humanitarian ground.

The meeting ended with a vote of thanks, to the chair.

Rimi Roy 16/07/2021

Dr. Rimi Roy
Co-ordinator IQAC
16/07/2021

Director / Co-ordinator
IQACs
Vivekananda College
East Udayapur, Madhyamgram
North 24 Parganas, Kolkata-129



Chakraborty 16/07/2021

Sd/- Dr. Chandan
Kumar Chakraborty
16/07/2021

Principal,
VIVEKANANDA COLLEGE
Madhyamgram, Kolkata - 129



Vivekananda College

(W. B. Govt. Aided College)

NAAC ACCREDITED "A" GRADE INSTITUTION

(AFFILIATED UNDER WEST BENGAL STATE UNIVERSITY)



Ref. No.....

Date..... 12/07/2021

NOTICE

An emergent meeting of IQAC (Mainly internal members) with the Prospectus Committee will be held on Friday the 16th July 2021 at 1:00 p.m. in the Smart Class Room (Room No. 12) to discuss regarding Preparation of Prospectus for ensuing admission of B.A./B.Sc (both Hons & General) for the session 2021-2022.

In this regard, all the following members are requested to attend the meeting positively.

[Dr. Rimi Roy] *Rimi Roy*

[Dr. Chandan Kumar Chakraborty] *Chandankumar*

Cordinator IQAC

Principal

Director / Co-ordinator
IQACs
Vivekananda College
East Udayrajpur, Madhyamgram, North 24 Parganas, Kolkata-700129

Principal
VIVEKANANDA COLLEGE
West Bengal State University, Kolkata-700019

Designation	Members
Chairman	Dr. Chandan Kumar Chakraborty (Principal)
President of GB & M.L.A (Stake Holder)	Sri Rathin Ghosh
Co ordinator/ Director	Dr. Rimi Roy
Ex Principal, Basantidevi College (Stake Holder), president beautiful mind- A prental Organization on Disability	Dr. Moitree Bardhan (Roy)
Ex Principal, Sererampore Girls College (Stake Holder)	Dr. Basudev Karmakar
Principal, Purashkanpur Haridas Nandi Mahavidhyalaya (Stake Holder)	Dr. Shambhu Nath Chakraborty
Teachers Representative	Dr Yasmin Saima
Teachers Representative	Dr Goutam Kumar Ghosh
Teachers Representative	Sri Styabrata Dinda
Teachers Representative	Smt Barnali Mitra Sinha
Teachers Representative	Sri Alok Kumar Biswas
Teachers Representative	Dr Priyanka Dutta
(Stake Holder), Social Worker	Dr Siddhartha Chatterjee
GB member (Govt Nominee)	Dr. Baidyanath Mukherjee
GB member (Govt Nominee)	vacant
Advocate	vacant
NTs Representative	Sri Nimai Chandra Ghosh
General Secretary of student Union	Sri Prabhas Chakraborty
	G.S.

PROSPECTUS COMMITTEE

- 1) Dr Chandan Kumar Chakraborty (Principal/ Chairman)
- 2) Dr Rimi Roy (IQAC Coordinator)
- 3) Dr Siddhartha Chatterjee
- 4) Alok Kumar Biswas
- 5) Sanjoy Roy
- 6) Debasish Biswas
- 7) Subrata Sen
- (8) Dr Biswajit Patra
- 9) Dr Amrita Khamrui
- 10) Prabhas Chakraborty
- 11) Pritam Ghosh

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E-mail: vivekanandacolg@gmail.com, vivekanandacollegemmg@gmail.com

An emergent meeting of IGAC with the Prospectus Committee, held on 16.07.2021 in the Smart Class Room of Vivekananda College at 1:00 P.m.

Name of members Present

- | | |
|------------------------------------|--------------------|
| 1. Anurag 16/7/21 | 15. Amrita Khamrun |
| 2. Rimi Roy 16/7/21 | 16. Priyanka Datta |
| 3. Barnali Maiti (Sinh) 16/7/21 | 17. Animesh Gilda |
| 4. Satyabrata Dinda 16.07.21 | 18. |
| 5. Alak Kumar Bhowm. | 19. |
| 6. Y. Sainee | 20. |
| 7. Sathor Chanda | 21. |
| 8. Siddhanta Chatterjee - 16.07.22 | |
| 9. Subrata Sam. | 23. |
| 10. Biswajit Patra | 24. |
| 11. Debanil Bhowm. | 25. |
| 12. Prabhas Chakrabarty | |
| 13. Sukur Ali | |
| 14. Sumanta Kumar Barney | |

Dr. Chandan Kumar Chakraborty, Principal took the chair and the meeting started.

Agendum:

1) To discuss regarding preparation of Prospectus for ensuing Admission of B.A/B.Sc (both Honours and General) for the session 2021-22.

** The Principal reported before the members of IGAC and Prospectus Committee that the Prospectus for the session 2021-22 will be prepared within 31st July 2021. In this regard, the Principal requested the IGAC Co-ordinator Dr. Rimi Roy to take an initiative to prepare the College Prospectus in the stipulated time. Further, Dr. Rimi Roy

IQAC Co-ordinator requested all the members of IQAC and Prospectus Committee to involve in practice to prepare the Prospectus as per draft Prospectus of the previous year. Further, Dr. Rimi Roy suggested some teaching and non-teaching staffs viz. Dr. Rimi Roy, Dr. Siddhartha Chattarjee, Dr. Yasmin Saima, Dr. Priyanka Dutta, Dr. Biswajit Patra, Dr. Anurita Khamrui, Aminush Goldar, Debasis Biswas, Prabhas Chakraborty, Alok Kr. Biswas, Pritam Ghosh, Anjan Nandi, Dipendu Biswas, will actively assist the Principal to publish the Prospectus in due course.

More pictures regarding college events and activities should be inserted in the Prospectus. Three P.G. courses viz. M.Sc in Geography, M.A in Education and M.A in Bengali should be inserted in the Prospectus.

All the achievements of the college should mention in the college Prospectus. All the fees should be reduced not more than 50% for the students as concessional rate at the time of Admission due to COVID, 2019.

All the social works should be mentioned in the Prospectus.

The meeting ended with a vote of thanks to the chair.

Rimi Roy 16/7/21

Dr. Rimi Roy
IQAC, Co-ordinator

Director / Co-ordinator
IQACs
Vivekananda College
Kalyanapur, Midhyagram
North 24 P. Dist. Jharkhand

Sd/ Dr. Chandan Kumar
Chakraborty
(Principal)
16/07/2021
Principal
VIVEKANANDA COLLEGE
Midhyagram, Kolkata - 75