

Notice

Dinabandhu Andrews College
DAC/IQAC/42, dated 04.02.2023

A meeting of the Internal Quality Assurance Cell is hereby convened on 16.02.2023 at 1-30 p.m. in the Conference Room to consider the following agenda. All members are requested to kindly attend the meeting.

Joy Sarkar

Coordinator, IQAC
Dinabandhu Andrews College

Agenda

1. Consideration of the letter of the letter issued by the University grants Commission bearing No. F1-1.2022/SET AC/ERO, dated 06.06.2022
2. Promotion of 4 teachers under CAS
3. Joining of Samirul Islam as Assistant professor in Chemistry in terms of Transfer Order bearing No. 556-Edn/CS/4A-25/2021, dated 20.07.2022 R/W 1159-Edn(CS), dated 29.11.2021.
4. Leave Encashment in favour of Subodh Kanti Roy having employee No. G2000000153 (Gr. D; Retired on 31.03.2022)
5. Leave Encashment in favour of Dr.Malay Bhattacharyya, Ex-Associate Professor of Chemistry having Employee No. G1992000042 (Group A; Retired on 30.06.2022)
6. Acknowledgement of the efforts of all the teaching and non-teaching members for the successful celebration of students' week as per the Govt. Memo No. 238-SSE/2022 dated 27.12.2022.
7. Collection and analysis of feedback of different stakeholders for the academic year 2021-2022.

Proceedings and resolution of the meeting of Internal Quality Assurance cell of Dinabandhu Andrews College held on 16.02.2023. at 1-30 p.m. in the Conference Room

Agendum-1

Consideration of the letter of the letter issued by the University grants Commission bearing No. F1-1.2022/SET AC/ERO, dated 06.06.2022.

The Coordinator of the IQAC narrated the following facts for kind attention of the following:

- A letter was issued by the University Grants Commission (UGC) of India to all the State-aided colleges and Universities bearing No. F1-1.2022/SET AC/ERO, dated 06.06.2022 along with a list of schemes/projects funded by the Commission and asked the Principal to submit necessary documents for settling the schemes/projects funded by the UGC.
- It has been observed by the UGC Committee that college had already submitted Audited Utilization Certificates and other necessary documents against a significant portion of the UGC funded schemes/projects mentioned on the letter bearing No. F1-1.2022/SET AC/ERO, dated 06.06.2022. The college is already in receipt of the clearance from UGC against the funding under XIth Plan, the Coordinator added.
- For reasons best known to the University Grants Commission, the Coordinator further added, that the college had to submit/re-submit Audited Utilization Certificates and other necessary documents against all of the UGC funded schemes/projects mentioned on the letter bearing

No. F1-1.2022/SET AC/ERO, dated 06.06.2022. It is expected that the UGC funded schemes/projects will soon be settled. A list of such UGC funded schemes/projects against which we submitted/re-submitted documents are annexed in the Table below (Annexure-I):

S/N	UGC File No. and date	Date of submission documents
1	CW-021/04-04	22.06.2022
2	CW-177/10-112	04.07.2022
3	CW-178/10-112	12.07.2022
4	CW-179/10-112	04.07.2022
5	CW-180/10-112	04.07.2022
6	IQAC-W-109/12-13	12.07.2022
7	MSWC2-040/09-10	13.07.2022
8	PHW-051/09-10	21.06.2022
9	PSW-021/02-03	04.07.2022
10	PSW-07/03-04	04.07.2022
11	PSW-034/11-12	22.06.2022
12	PSW-044/14-15	29.06.2022
13	PSW-045/10-11	04.07.2022
14	PSW-052/13-14	28.06.2022
15	PSW-058/09-10	29.06.2022
16	WC2-40/12-13 (B&J)	13.07.2022
17	WC2-40/12-13 (Equip.)	13.07.2022
18	WC2-40/12-13 (Block Grant 31 & 35))	13.07.2022

Agendum-2

Promotion of 4 teachers under CAS

The Coordinator informed the members of the IQAC that the promotion under CAS of 4 teachers are already due, namely Dr. Joy Sarkar, Assistant Professor of Botany (from Stage 3 to Stage 4), Dr. Madhusudan Shit, Assistant Professor of Chemistry (from Stage 3 to Stage 4), Dr, Maitrayee Mondal. Assistant Professor of Microbiology (from Stage 1 to Stage 2), and Smt. Moumita Nandi, Assistant Professor of Geography (from Stage 1 to Stage 2).

The members of the IQAC duly considered the matter and adopted the following resolution unanimously:

The Principal be requested to take necessary steps for promotion of four teachers under CAS namely, Dr. Joy Sarkar, Assistant Professor of Botany (from Stage 3 to Stage 4), Dr. Madhusudan Shit, Assistant Professor of Chemistry (from Stage 3 to Stage 4), Dr, Maitrayee Mondal. Assistant Professor of Microbiology (from Stage 1 to Stage 2), and Smt. Moumita Nandi, Assistant Professor of Geography (from Stage 1 to Stage 2).

Agendum-3

Joining of Samirul Islam as Assistant professor in Chemistry in terms of Transfer Order bearing No. 556-Edn/CS/4A-25/2021, dated 20.07.2022 R/W 1159-Edn(CS), dated 29.11.2021.

The Coordinator of the IQAC reported the following to the members of the IQAC for their knowledge:

Prof. Samirul Islam, Assistant Professor of Chemistry joined this college as per Transfer Order bearing No. 556-Edn/CS/4A-25/2021, dated 20.07.2022 R/W 1159-Edn(CS), dated 29.11.2021 as a transferee in the same capacity from

Shyampur Siddheswari Mahavidyalaya, Howrah to Dinabandhu Andrews College, Garia on 23.07.2022.

Agendum-4

Leave Encashment in favour of Subodh Kanti Roy having employee No. G2000000153 (Gr. D; Retired on 31.03.2022)

The following resolution was adopted unanimously the by the members of the IQAC with respect to the Leave Encashment benefit in favour of Subodh Kanti Roy having employee No. G2000000153 (Gr. D; Retired on 31.03.2022):

Resolved unanimously that the Principal be requested to submit necessary documents regarding Leave Encashment in favour of Subodh Kanti Roy having employee No. G2000000153 (Gr. D; Retired on 31.03.2022) of Rs. 345930.00 (Rupees three lakh forty-five thousand nine hundred thirty) for 300 days of earned leave to his credit on the date of his retirement of Subodh Kanti Roy (Employee ID: G2000000153).

Agendum-5

Leave Encashment in favour of Dr. Malay Bhattacharyya, Ex-Associate Professor of Chemistry having Employee No. G1992000042 (Group A; Retired on 30.06.2022).

The following resolution was adopted unanimously the by the members of the IQAC with respect to the Leave Encashment benefit in favour of Dr. Malay Bhattacharyya having employee No. G1992000042 (Gr. A; Retired on 30.06.2022):

Resolved unanimously that the Principal be requested to submit necessary documents regarding 'Leave Encashment' in favour of Dr. Malay

Bhattacharyya, Ex-Associate Professor of Chemistry having Employee No. G1992000042 (Group A; Retired on 30.06.2022) of Rs.1991870.00 (Rupees nineteen lac ninety one thousand eight hundred seventy only) for 300 days of Earned Leave to his credit on the date retirement Dr. Malay Bhattacharyya having Employee No. G1992000042 (Group A; Retired on 30.06.2022).

Agendum-6

Acknowledgement of the efforts of Principal and all the teaching and non-teaching members for the successful celebration of students' week as per the Govt. Memo No. 238-SSE/2022 dated 27.12.2022.

For the excellent celebration of Students' Week, IQAC is grateful to the Principal and all of the teaching and non-teaching staff. IQAC further stated that in order to prepare the program and assign duties to the appropriate staff members, the principal of Dinabandhu Andrews College called a virtual meeting (Video call link: <https://meet.google.com/iwx-pkuq-usn>) for all of the academic staff. The event has gone off without a hitch, according to plan.

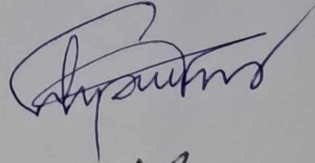
Agendum-7

Collection and analysis of feedback of different stakeholders for the academic year 2021-2022.

For the academic year 2021-2022, feedback from various stakeholders was gathered via a centralized web-based platform accessible through the college website. Dr. Mithun Maji prepared a report after analyzing the received feedback. Following comprehensive deliberation, IQAC overwhelmingly approved the report and proceeded with the required actions.

Members present in the meeting of IQAC held on 16.02.2023

1. Somnath Mukhopadhyay, Principal (Chairperson)



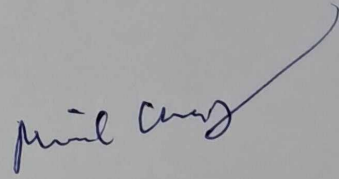
2. Joy Sarkar, Assistant Professor of Botany (Coordinator)



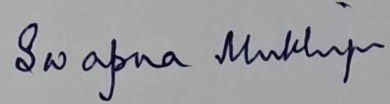
3. Arup Chakraborty, Member of the Governing Body

4. Swaraj Kumar Mondal, Councilor, KMC Ward No. 110

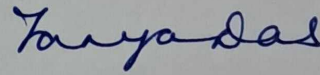
5. Mrinal Chakraborty, Associate Professor of English



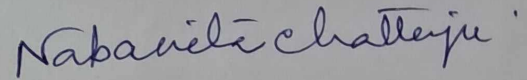
6. Swapna Mukherjee, Associate Professor of Microbiology



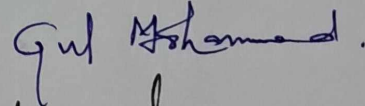
7. Tanya Das, Associate Professor of Chemistry



8. Nabanita Chatterjee, Assistant Professor of Philosophy



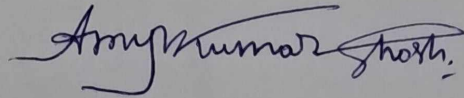
9. Gul Mohammad, Assistant Professor of Electronics



10. Mithun Maji, Assistant Professor of Botany



11. Arup Kumar Ghosh, Assistant Professor of Zoology



12. Secretary of the Students' Union/Body