



Yogoda Satsanga Palpara Mahavidyalaya

NAAC Accredited ('B' Grade) and NCTE Recognized (B.Ed. and M.Ed Courses)
affiliated to

Vidyasagar University, Midnapore and WBUTTEPA, Kolkata, (Govt. of West Bengal)

At + P.O : Palpara, Dist : Purba Medinipur, PIN Code – 721458, West Bengal, India

Date: 19.06.2024

Notice

A meeting of IQAC of the College will be held in the Office Chamber of the Principal on 25th June, 2024 at 2.00 PM to discuss the following Agenda.

Agenda:

1. To read and confirm the proceedings of last meeting.
2. To discuss regarding Academic Audit Report & Administrative Audit Report for the Session 2023-24.
3. To discuss the collection of feedback from Teachers, Students, Alumni and Employers and the preparation feedback analysis report and action taken report for the Session 2023-24.
4. To discuss about Seminar/Workshop/Certificate Courses.
5. To discuss about Students' activities (Debate, essay competition, quiz, etc.)
6. To discuss the preparation of Annual e-governance report for the Session 2023-24.
7. To discuss the preparation of Institutional Development Plan (IDP) for a period of Five years.
8. To discuss Institutional Strategic Plans for the Session 2023-24.
9. Misc. if any

Dr. Aniruddha Sinha
Dr. Aniruddha Sinha
Co-ordinator, IQAC

&

(Convenor of the meeting)
Y.S. Palpara Mahavidyalaya
Co-ordinator, IQAC

Copy to Y.S. Palpara Mahavidyalaya

1. Dr. Tusharkanti Mandal
2. Dr. Prasanta Kumar Ghosh
3. Dr. Amit Kumar Maity
4. Dr. Krishna Basu Thakur
5. Binod Kumar Sardar
6. Dr. Arindam Pal
7. Mr. Suman Mondal
8. Soumen Roy
9. Gour Krishna Das Adhikary
10. Dr. Swapan Kumar Misra, Principal, Mugerberia Gangadhar Mahavidyalaya, Purba Medinipur, W.B.
11. Mr. Sital Chandra De, YSSI, Dakhineswar, Kolkata, W.B.
12. Dr. Srimati Pandit
13. Dr. Mrinal Kanti Dey
14. Prof. Gouranga Charan Nanda, VC, Netaji Subhas University, Jamshedpur, Jharkhand
15. Dr. Rupa Dasgupta, Principal, Debra Thana Sahid Khudiram Smriti Mahavidyalaya, Paschim Medinipur, W.B.

Prof. (Dr.) Pradipta Kumar Mishra
Prof. (Dr.) Pradipta Kumar Mishra
Principal

&

(Chairman of the meeting)
Y.S. Palpara Mahavidyalaya
Principal

Y.S. Palpara Mahavidyalaya

19/6/2024



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Meeting No-02/2024

Dated: 25.06.2024

Proceedings of the Meeting:

1. Proceedings of the last meeting are read out and confirmed.
2. Discussion was done to prepare the Academic Audit Report and Administrative Audit Report for the Session 2023-24. In this regard, Principal, Prof. Mishra viewed for qualitative improvement of the Institution both in academic and administrative perspective, our Institution prepares both the reports in which sending Academic Audit report to the University in the stipulated time as per its prescribed format is mandatory. Therefore, he requested the Co-ordinator, IQAC to do the needful at the earliest. In response to this saying of the Principal, Dr. Sinha, Co-ordinator, IQAC viewed that Mr. Suman Mondal, Assistant Professor, Department of Computer Science prepares the Academic Audit report in consultation with him and Dr. M.K.Dey, Associate Professor, Department of Philosophy and the Administrative Audit report is prepared by him (Dr. Sinha) in consultation with the Principal. It is resolved accordingly. In addition to this for 360 degree appraisal system for the Session 2023-24 encompassing (a) Self (b) Student (c) Principal and (d) External Expert to do the needful at the earliest under the monitorship of Dr. Aniruddha Sinha. With regard to students' result review, it is decided to inform all the departmental heads for conducting meeting for the said purpose in order to get immediate feedback. Dr. P.K.Ghosh, Nodal Officer of Office Automation System expressed his deep concern on the uploadation of CV of the faculty members and it is decided to instruct all the faculty members by their respective heads to upload immediately. With reference to the preparation of Teaching Plan for the Session 2023-24, responsibility is given to Dr. Aminur Rahaman to do the needful at the earliest.
3. With regard to the feedback component of the Institution, Principal, Dr. Mishra expressed his dissatisfaction on the DVV clarification done by NAAC adhering to QnM component of assessment. Although our Institution has submitted the feedback analysis report in the College Website in the prescribed format by forwarding it to the competent bodies but we got 3 out of 4 which will be appealed to NAAC after the publication of the result. However, we will carry out our practice formidably by including the Parents in taking their feedback in the prescribed format. All the members present in the meeting alongwith Dr. Sinha, Co-ordinator, IQAC gladly accept this justification of the Principal. For this, Mr. Suman Mondal is assigned for collection and analysis of feedback and Dr. Md. Anis Akhter will prepare the action taken report and it is resolved accordingly.
4. Discussion is done for conduction of Seminars/Workshops/Certificate Courses in Hybride mode. Every year there is the need of organizing these events on the vibrant themes cutting across the subject areas with adopting Students' Seminar as regular practice adhering to the participatory and innovative approaches of teaching viewed by the Principal, Dr. Mishra. In this context, Dr. A. Sinha, Co-ordinator, IQAC viewed for adopting a policy document for the above stated purpose with getting the approval for the Governing Body. Alongside, Principal, Dr. Mishra viewed that we have outshined in conducting the Certificate Courses in the DVV report of NAAC. However, to make it a regular practice, every Department has to organize minimum One Certificate/Add-on Course focusing on major emerging aspect by making it multi-disciplinary. Dr. Mishra again told that very recently the Departments-History, Computer Science, Political Science and Geography

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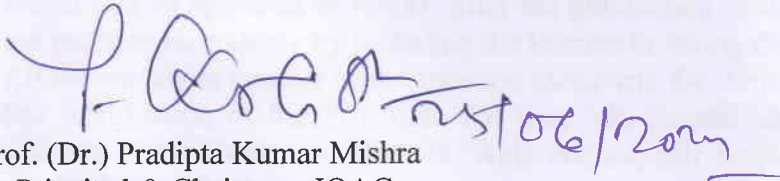
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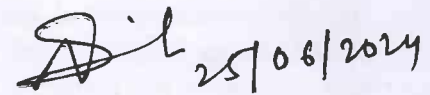
will organize the Certificate Courses. This proposal is highly appreciated and unanimously accepted by all the members present.

5. With reference to the students' activities and performance in cultural perspective, it is discussed that the activities like debate, essay, quiz, wall magazine, drama, poster presentation, dance, music, exhibition, freshers' welcome, annual day celebration, teachers' day, farewell etc will be conducted at the departmental level. For this, Dr. Srimati Pandit, Associate Professor, Department of Bengali will be assigned as the Officer-in-Charge for these activities to be conducted by the various Departments. It is resolved accordingly.
6. Dr. Sinha, Co-ordinator, IQAC presented the proposal for preparing Annual e-governance report for the Session 2023-24. In this context, Principal Dr. Mishra viewed to prepare the report with regard to academic, administrative, finance and accounts, examination and library services. For doing this work successfully, Dr. Asish Maity, Librarian is assigned like the previous year to do the needful at the earliest. It is resolved accordingly.
7. With regard to the preparation of Institutional Development Plan (IDP) for a period of Five Years, Dr. Mishra viewed that the IDP for our Institution will be prepared for a period of Five Years. We have already done a perspective plan covering the period from 2018-19 to 2022-23 by adopting the strategies yearwise, he added. But as the NEP-2020 has focused on the IDP for which the UGC has issued the circular with effect from 6th February, 2024. However, we have to adopt the Institutional Strategic Plans by being specific in our approach on yearwise basis by keeping the IDP as a point of reference for a period of Five Years. All the members present gladly accepted this novel concept advanced by NEP-2020 for planned and qualitative enhancement of every HEI.
8. The Institutional Strategic Plan for the Session 2023-24 is presented by the Co-ordinator, IQAC for its appraisal. After thorough examination, it is assessed that almost all the plans have been covered and are at the threshold of completion. It is resolved unanimously.
There is no further discussion in the meeting and it ended with vote of thanks to the Chair.


25/06/2024

Prof. (Dr.) Pradipta Kumar Mishra
Principal & Chairman, IQAC
Y. S. Palpara Mahavidyalaya

Principal
Y.S. Palpara Mahavidyalaya


25/06/2024

Dr. Aniruddha Sinha
Co-ordinator, IQAC
Y. S. Palpara Mahavidyalaya

Co-ordinator, IQAC
Y.S. Palpara Mahavidyalaya