



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
Narajole, Pin - 721211

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

Rajasree Debnath
Tapanendu Kamilya

Anustup
Sk Mohammad Aziz
Avradip Pradhan

Prabir Kumar Chakraborty
Amal Kanti Chakraborty

Pragna Paramita Mondal

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



नर / No.	रेजल्यूशन / Resolution Adopted
1.	Pragna
2.	Pragna Paramita Mondal
3.	Tapanendu Kamilya
4.	Rajalree Debnath
5.	Arubis Juv Chatur
6.	Sr. Muhammad Aziz
7.	Audrey Pradhan
8.	Arubis Juv Chatur
9.	Amal Karthi Thakurthy



**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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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
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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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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



মিটিং রেজল্যুশন বহি



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Internal Quality Assurance Cell (IQAC)

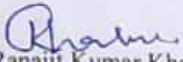
Notice


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.

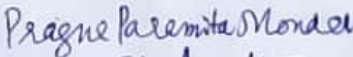
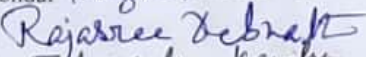
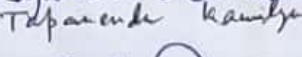
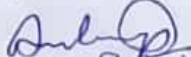
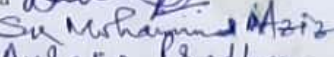
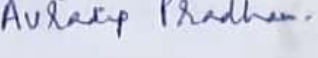
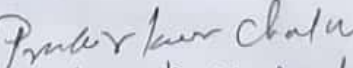
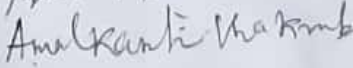
Agenda:

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.	Pragna Paramita Mondal
3.	Ruber Inam Chatterjee
4.	Tapanendu Kamilya
5.	Rajeshree Deb Nath
6.	Ranajit
7.	Sr. Mohammad Aziz
8.	Avedip Pradhan
9.	Amal Kanti Mukherjee



**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.

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Meeting 2 of the Academic Session 2022-23

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





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*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
Narajola, Pin - 721211





সিটিং কাম্বাশন বকি

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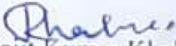
Notice


Dated: 26.09.2022

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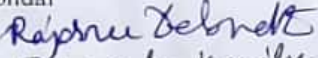
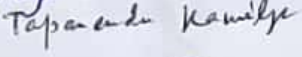

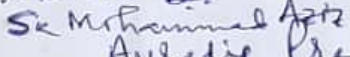
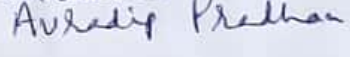
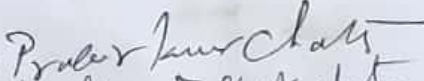
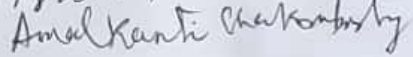
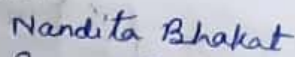
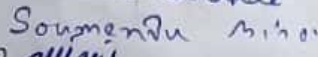

Agenda:

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

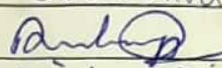


(Dr. Ranajit Kumar Khalua)
Signature of the Vice Principal
Narajole Raj College
Dr. Ranajit Kumar Khalua
Vice-Principal
Narajole Raj College
Narajole, Pin - 721211


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

Members:

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2. Dr. Rajasree Debnath 
3. Dr. Tapanendu Kamilya 
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12. Dr. Amal Kanti Chakraborty 
13. Sk. Taher Ali
14. Sri Gagan Chandra Samanta
15. Prof. Nandita Bhakat 
16. Dr. Soumendu Bisoi 
17. Dr. Uttam Kumar Kanp 



নং / No.	রেজল্যুশন / Resolution Adopted
1.	Rhachre.
2.	Bagne Palamites Mondel
3.	Rajendra Debnot
4.	Sr Mohammad Aziz
5.	Avhadip Phedhan.
6.	Nandita Bhakar
7.	Soumendu Mishra
8.	
9.	
	Tobanendu Kaulya
	Bisw Kumar Chelari
	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



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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





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(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 Honb'le 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



মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.

উপস্থিত সভাগণের নাম

তারিখ / Date

তারি



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



Internal Quality Assurance Cell (IQAC)


Notice

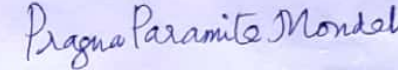
Dated: 06.01.2023

It is hereby notified that a meeting of the IQAC will be held on 09.01.2023, Monday, at 2:30 p.m. at the Vice Principal's Chamber to discuss the following agenda. Please make it convenient to attend the meeting.

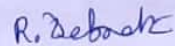
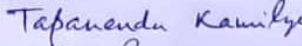
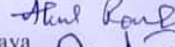
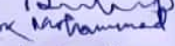
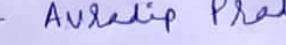


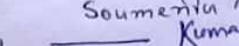

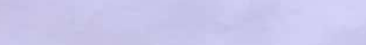

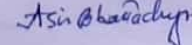
Agenda:

1. Read and confirm the proceedings of the previous meeting held on 27.09.2022;
2. Discuss the Plan of Work (POW) of IQAC in the next session;
3. Discuss the outline of the Self Study Report (SSR) preparation;
4. Miscellaneous, if any, with the permission of the Chair


(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)
Signature of the IQAC Coordinator
Narajole Raj College
CO-ORDINATOR,
I Q A C
NARAJOLE RAJ COLLEGE
NARAJOLE, PASCHIM MEDINIPUR

Members:

1. Dr. Rajasree Debnath 
2. Dr. Tapanendu Kamilya 
3. Dr. Akul Rana 
4. Prof. Anustup Chattopadhyaya 
5. Dr. Sk Mohammad Aziz 
6. Dr. Avradip Pradhan 
7. Dr. Shreyasi Jana
8. Prof. Nandita Bhakat 
9. Dr. Uttam Kumar Kanp 
10. Dr. Soumendu Bisoi 
11. Shri Kumaresh Bhunia 
12. Dr. Susanta Kumar Dolai
13. Dr. Prabir Kumar Chakraborty
14. Dr. Amal Kanti Chakraborty
15. Sk. Taher Ali
16. Sri Gagan Chandra Samanta
17. Subhadip Samanta
18. Prof. Barun Rout (Invitee Member) 
19. Prof. Ashis Bhattacharya (Invitee Member) 

নং/No.	রেজল্যুশন / Resolution Adopted	
1.	Ranajit Kumar Khalsa	11. Nandita Bhakat
2.	Pragne Paramita Mondal	12. Sr. Mohammad Aziz
3.	Kumarash Bhowmik	13. Anshu
4.	Biswam Roy	14. Rajarnee Debnoto
5.	Aushadip Pradhan	
6.	Asis Bhattacharya	
7.	Soumendu Bisoi	
8.	Altam Kumar Kar	
9.	Tapasendu Kamilya	
10.	Ahul Paul	

Proceedings of the meeting of the IQAC held on 09/01/2023 at Vice Principal's Chamber

Meeting 4 of the Academic Session 2022-23

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

1. Read & confirm the proceedings of the last meeting held on 27/09/2022:

The resolutions of the previous meeting held on 27/09/2022 were read out and confirmed without any amendment.

2. Discuss the plan of IQAC in the next session:

- (a) It is recorded that the below mentioned Add-On/Value Added/Certificate Courses are ongoing in this Academic Session (2022-23) as per recognition and approval of Academic Committee meeting dated 26/07/2022.

ADD ON COURSES

Sl. No	Title	Course Code	Department	Course Co-ordinator	Course duration	Intake capacity
1	Add on Course on Medicinal Plants: Conservation, Propagation and Uses.	AOCMPCPU	Botany	Nandita Bhakat	12.11.2022 - 30.06.2023	35
2	Add on Course on Application of Chemdraw Software for Scientific Drawing.	AOCACSSD	Chemistry	Dr. Soumendu Bisoi	22.12.2022 - 13.06.2023	20
3	Add on Course on Ancient Indian History and Culture.	AOCAIHC	History, Philosophy and Sanskrit	Dr. Bhakti Pada Jana, Dr. Rabindranath Maity and Singray Tudu	02.03.2023 - 23.03.2023	115
4	Add on Course on Functional Bengali and Grammar.	AOCFBG	Bengali	Dr. Dipak Shom	23.03.2023 - 27.06.2023	30
5	Add on Course on Indian Constitution & Polity.	AOCICP	Political Science	Prasenjit Senapoti and Supen Sarkar	03.05.2023 - 30.06.2023	25
6	Add on Course on Archival Research.	AOCAR	History	Dr. Mangal Kumar Nayak and	22.05.2023 - 30.06.2023	30



Proceedings of the meeting of the IQAC held on 09/01/2023 at Vice Principal's Chamber

Meeting 4 of the Academic Session 2022-23

7	Add on Course on Water Resource Management.	AOCWRM	Geography	Ishita Biswas	26.05.2023 - 27.06.2023	15
8	Add on Course on English Writing Skills.	AOCEWS	English	Pragna Paramita Mondal	01.06.2023 - 30.06.2023	50
9	Add on Course on Household Chemistry (Grihasthal i rasayanik toirir jonnyo laboratoryte hate kolome prasikkhan).	AOCHC	Chemistry	Dr. Sk Mohammad Aziz and Dr. Soumendu Bisoi	13.06.2023 - 30.06.2023	15
10	Add on Course on "FORTRAN Programming and ORIGINLAB for Scientific Data Analysis".	AOCFPOSD A	Physics	Dr. Arif Iqbal Mallick and Dr. Avradip Pradhan	13.06.2023 - 30.06.2023	10
Total						345
1	Value Added Course on Yoga & Meditation.	VACYM	Yoga Centre	Dr. Bholanath Mahato	21.06.2022 - 01.02.2023	50
2	Value Added Course on Human Rights Education.	VACHRE	Political Science	Dr. Rajasree Debnath	25.08.2022 - 30.11.2022	25
3	Value Added Course on Creative Writing in Bengali.	VACCWB	Bengali	Dr. Nilanjana Bhattacharyya	09.09.2022 - 03.01.2023	30
4	Value Added Course on Add on Course on ARC GIS Basics.	AOCAGB	Geography	Subhasis Das	24.12.2022 - 22.06.2023	15
5	Value Added Course on the Study of Biodiversity and its impact on human health.	VACSBIIHH	Botany, Zoology, Physiology	Prof. Nandita Bhakat	20.02.2023 - 29.06.2023	30
6	Value Added Course on Basic Computer Training for SC and ST Students.	VACBCTSSS	Technology Sub-Committee	Dr. Avradip Pradhan	28.02.2023 - 07.04.2023	20
7	Value Added Course	VACBM	Mathematic	Shilpa Patra	15.05.2023	30



Proceedings of the meeting of the IQAC held on 09/01/2023 at Vice Principal's Chamber

Meeting 4 of the Academic Session 2022-23

	on Basic Mathematics		s		- 30.06.2023	
8	Value Added Course on Spoken Sanskrit.	VACSS	Sanskrit	Dr. Uttam Kumar Singha and Tumpa Jana	17.05.2023 - 31.05.2023	115
9	Value Added Course on Ethics & Value Education .	VACEVE	Philosophy & Education	Dr. Tanuka Acharya	17.05.2023 - 30.06.2023	45
10	Value Added Course on Basic Computer Skills for female students.	VACBCSFS	Technology Sub-Committee	Dr. Shreyasi Jana	20.05.2023 - 30.06.2023	15
11	Value Added Course on Women's Health and Nutrition.	VACWHN	Physiology & Zoology	Dr. Parimal Dua and Dr. Poulami Adhikary Mukherjee	23.05.2023 - 28.06.2023	30
12	Value Added Course on General English for Competitive Exams.	VACGECE	English	Pragna Paramita Mondal	01.06.2023 - 30.06.2023	50
13	Value Added Course on LED Based Device Production.	VACLBDP	Physics Department	Dr. Tapanendu Kamilya	02.06.2023 - 27.06.2023	15
14	Value Added Course on Vedic Culture and Karmakanda.	CCVCK	Sanskrit	Asis Bhattacharya and Barnali Banerjee	12.06.2023 - 30.06.2023	100
Total						570
1	Certificate Course on English as a Second Language.	CCESL	Language Lab	Pragna Paramita Mondal	01.06.2023 - 30.06.2023	50
Total						50
1	Innovative Hub on Techniques for Mushroom Cultivation.	AOCTMC	Botany	Sanjay Kumar Dutta	03.12.2022 - 16.06.2022	30
Total						30



Proceedings of the meeting of the IQAC held on 09/01/2023 at Vice Principal's Chamber

Meeting 4 of the Academic Session 2022-23

Grand Total (No. of Total Course 10+14+1+1 = 26)	995
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It is also noted that Value Added Course on Yoga & Meditation offered by Yoga Centre in collaboration with Physical Education Foundation of India (PEFI), West Bengal was inaugurated in June 2022 is also post facto approved by Academic Committee meeting dated 26/07/2022. Finally it is resolved that total 26 Value Added/Add-On/Certificate Courses are ongoing as per UGC norms and approved by Academic Council of Narajole Raj College. Decision will be forwarded to Governing Body for memorandum.

- (b) IQAC has taken initiative to establish a Skill Hub and provide skill-based training for deployment of human resource and to develop an infrastructure for the creation and dissemination of knowledge. It is decided that Certificate course on "Tailoring and Beautician" will be started by Skill Hub Centre, Narajole Raj College. Total 25 female students of Narajole Raj College and female of adopted/UBA villages will be trained. The name of Baisali Guha, Associate Professor, Department of History is proposed for Coordinator of Skill Hub. The course will be designed for both theory and practical classes. There should be an examination system to qualify the course. This course will provide the employability of female students. This proposal will be forwarded to Vice Principal for necessary approval.
- (c) IQAC has taken initiative to establish an Innovation Hub to promote creativity and research motivations of students. It is decided that initially the innovation hub will be in three chapters- (i) (Innovation Hub) -"LED BASED DEVICE PRODUCTION" under the supervision of the Department of Physics for the production and repairing of LED Bulbs. (ii) (Innovation Hub) -"MUSHROOM CULTIVATION HUB" under the supervision of the Department of Botany for Mushroom Cultivation. (iii) (Innovation Hub) - under the supervision of Department of Chemistry for training on preparation of Sanitizer, phenyl, soap, etc. This proposal will be forwarded to Vice Principal for necessary approval.
- (d) The Intellectual Property Rights (IPR) Cell of Narajole Raj College is sponsored and recognized by the Department of Science & Technology and Biotechnology, Govt. of West Bengal in 2023. IPR Cell received Rs. 50,000/- grant for the Faculty Development Programme, Workshops, and other IPR-related activities. All the members thanks to Dr. Tapanendu Kamilya, Coordinator, IPR Cell for this achievement. IPR Cell will organize surveys, awareness of trademark, and license on canvas painting works of artists of the Paschim Medinipur District (Sabang, Naya and Narajole). This awareness programme will help them to achieve the trademark of their artistic works.
- (e) It is decided that different activities will be started for the development of Tribal



Proceedings of the meeting of the IQAC held on 09/01/2023 at Vice Principal's Chamber

Meeting 4 of the Academic Session 2022-23

Communities through Extension Activity Cell, Narajole Raj College at some of the neighborhood Unnat Bharat Avijan (UBA) and adopted villages, preferably Dubrajpur village.'

- (f) An initiative is taken to start faculty exchange programme, student internship programme through MoU with different Institutes/Academic Body/Industry/Agencies. Preliminary the proposal of MoUs with Kharagpur College, Garbeta College, Ghatal Rabindra Satabarshiki Mahavidyalaya, Chaipat Saheed Pradyot Bhattacharya Mahavidyalaya, Ramnagar College, Debra Thana Sahid Kshudiram Smriti Mahavidyalaya, Govt. General Degree College- Salboni, Srijan, Amitrakhar, Gandhi Mission, Argha Engg. Works, Telipukur Chemical and Fertilizers, Modern PC Care, Tarun Sangha Vyayamagar, Affinity Infosoft, Daspur Barta, Bhattar College, KD College of Commerce and General Studies, Gourav Guin College, Valuemen Agri Tech. Pvt. Ltd. etc. is forwarded to Vice Principal for consideration and early necessary action.
- (g) It is decided that Green Audit and Energy Audit with ISO certification will have to be done immediately. Green Audit Committee will take initiative regarding this matter.
- (h) It is decided that Green Audit Committee and Green Club will set up dustbins (by mentioning the colour code) for organic/biological, glass, paper in the campus. Also, separate dustbin will be installed for e-waste. A MoU with HULLADEK Recycling, an e-waste management company will be made for collection of e-waste of our college. Special chambers will constructed for chemical waste from laboratory. Green Audit Committee will take initiative regarding this matter. This proposal will be forwarded to Vice Principal for early necessary action.

3. It is discussed that SSR preparation will start after submission AQAR-2022-23. With no more agenda left, the meeting ends with reciprocal thanks to chair.


Chairperson

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

মিটিং রেজল্যুশন বহি
MEETING RESOLUTION BOOK

উপস্থিত সভ্যগণের নাম

স্থান / Place



NARAJOLERAJ COLLEGE
(NAAC Accredited 'B' Grade Government-Aided College)
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



Internal Quality Assurance Cell (IQAC)

Notice

It is hereby notified that a meeting of the IQAC will be held on 27/06/2023 at 2.30 pm at 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 09/01/2023
2. Discussion about compliance report
3. Discussion about Feedback Analysis & Action Taken report
4. Discussion about Plan of Action of next academic year
5. Discussion about AQAR submission
6. Miscellaneous, if any with the permission of the chair

20/06/23
Dr. Basudev Mandal
Principal

Pragna Paramita Mondal
Prof. Pragna Paramita Mondal 20.06.2023
IQAC Coordinator

Principal
Narajole Raj College
Members: 21/211

Dr. Rajasree Debnath *R. Debnath*
Dr. Tapanendu Kamilya *T. Kamilya*
Dr. Akul Rana *Akul Rana*
Anustup Chattopadhyaya *Anustup Chattopadhyaya*
Dr. Sk. Mohammad Aziz *Sk. Mohammad Aziz*
Dr. Avradip Pradhan *Avradip Pradhan*
Dr. Shreyasi Jana
Nandita Bhakat *Nandita Bhakat*
Dr. Uttam Kumar Kanp *Uttam Kumar Kanp*
Dr. Soumendu Bisoi *Soumendu Bisoi*
Kumaresh Bhunia *Kumaresh Bhunia*
Dr. Susanta Kumar Dolai
Dr. Prabir Kumar Chakraborty
Dr. Amal Kanti Chakraborty
Sk. Taher Ali *Sk. Taher Ali*
Sri Gagan Chandra Samanta
Subhadip Samanta *Subhadip Samanta*



নং/No.	রেজল্যুশন / Resolution Adopted	
1-	Prague Palermite Mondal	10. Rajarnee Sarmata
2.	Tapaswini Karthik	11. Kumarosh Bhunia
3.	Ashutosh Pradhan	12. Subhadip Samanta
4.	Sr. Mohammad Aziz	13. Nandita Bhaksh
5.	Arshad	14. Soumen Das
6.	Akul Kar	
8.	Uttam Kumar Kar	
9.	Sr. Taher Ali	



Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber

Meeting 5 of the Academic Session 2022-23

Meeting of the IQAC commenced with the Principal Dr. Basudev Mandal in the chair. Detailed discussions on the items of agenda took place and the following resolutions were adopted

1. Read & confirm the proceedings of the last meeting held on 09/01/2023:

The resolutions of the previous meeting held on 09/01/2023 were read out and confirmed without any amendment.

2. Discussion about Compliance Report:

Sl. No.	Plan of Action	Action Taken	Compliance
1.	To impart transferable and life skills to the students and enhance their understanding of the expectations of the industry by introduction of Value-Added Courses, Add-on Courses and Certificate Courses for Promotion of Innovation Ecosystem	Twenty-six Value Added/Add-on/Certificate courses are introduced and completed with the endorsement of the Academic Committee & Governing Body of Narajole Raj College and added value to the learning outcomes of the students and would help them in getting placed after completion of their degree. All courses are oriented towards improving the employability of students and bridging their skill gaps.	Complied
2.	To establish a Skill Hub and provide skill-based training for deployment of human resource and to develop an infrastructure for the creation and dissemination of knowledge.	Certificate course on "Tailoring and Beautician" was started by Skill Hub Centre, Narajole Raj College. 25 female students of Narajole Raj College and some females of adopted/UBA villages are successfully trained and completed the courses. This course will provide the employability of female students.	Complied
3.	To build up Innovation Hub to promote creativity and research motivations of students	The institution has initiated an incubation center (Innovation Hub) - "LED BASED DEVICE	Complied

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK



Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber

Meeting 5 of the Academic Session 2022-23

		<p>PRODUCTION" in 2023 under the supervision of the Department of Physics. In the first batch, 14 students are given hands-on training and 9 students completed the Certificate Course on production and repairing of LED Bulbs. Additionally, the institution has also initiated an incubation center (Innovation Hub) -"MUSHROOM CULTIVATION HUB" in 2023 under the supervision of the Department of Botany in this academic session. In the first batch, 30 students are given hands-on training and completed the Certificate Course on Techniques for Mushroom Cultivation. In the Innovation Hub in Department of Chemistry students are given hands on training on preparation of Sanitizer, phenyl, soap, etc, also 15 students have completed the certificate course on "Household Chemistry"</p>	
4.	Establishment of the Govt. of West Bengal-sponsored IPR Cell.	<p>The Intellectual Property Rights (IPR) Cell of Narajole Raj College is sponsored and recognized by the Department of Science & Technology and Biotechnology, Govt. of West Bengal in 2023. IPR Cell received Rs. 50,000/- grant for the Faculty Development Programme, Workshops, and other IPR-related activities. IPR Cell organized surveys, awareness of trademark, and license on canvas painting</p>	Complied



Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber

Meeting 5 of the Academic Session 2022-23

		works of artists of the Paschim Medinipur District (Sabang, Naya and Narajole). This awareness programme will help them to achieve the trademark of their artistic works. Also, workshop on IPR is organized at Narajole Raj College. This workshop will improve the knowledge of patent, copyright, trademark among faculties and students. Total 238 no teachers and final year students participated in this workshop.	
5.	Different activities for the development of Tribal Communities and extension work at some of the neighborhood Unnat Bharat Avijan (UBA) and adopted villages and schools.	In this academic year, special emphasis is given on different activities for the development of Tribal Communities and extension work at some of the neighborhood Unnat Bharat Avijan (UBA) and adopted villages and schools. Many activities like uses of medicinal plants/environmental sustainability, nutritional surveys and monitoring, environmental awareness, cleanliness drives and tree plantations, child vaccination awareness, female foeticide, and infanticide awareness, etc are successfully organized at UBA villages. Basic computer training, lectures on the importance of Vedas/Gita, film screening, workshop on Yoga, workshop on popular science, lectures on citizenship, constitutional rights, and duties craft making training, dance and singing training, training on e-commerce are	Complied



মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK



Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber

Meeting 5 of the Academic Session 2022-23

		organized for tribal communities and school students of UBA adopted villages. These activities create social awareness among the villagers. Students of UBA villages and tribal communities are trained with uses of computer, e-commerce, English language, etc. They also learned many cultural activities like, dance, singing, drawing, etc.	
6.	To conduct MoUs with different institutes and educational organizations to explore academic activity as well as to get specialization of other academic institutions/academic body/industry, etc.	The college has conducted 23 MoUs. Out of them 14 academic collaboration and faculty exchange programs with different educational institutions and academic bodies (Kharagpur College, Garbeta College, Debra Thana Sahid Khudiram Smriti Mahavidyalaya, Ghatal R. S. Mahavidyalaya, Govt. General Degree College Salboni, K D College of Commerce, Bhattar College, Chaipat College, Valueman Organic Agri Tech. Pvt. Ltd. etc) and industries are organized for the uplift of research and academic activity and employability among the students under these 14 MoUs & collaborations. Faculty exchange programme creates academic excellence and skill development of the students. It has also created new opportunities on research, special projects and practical along with acquisition or update of practice experience which can inform faculty	Complied





Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber

Meeting 5 of the Academic Session 2022-23

		teaching and research. Also, 2 research collaboration with UGC DAE Consortium for Scientific Research, Kolkata, IIT Kharagpur enhance the research activity and quality.	
7.	To provide internship opportunities and placement assistance to students	IQAC has taken initiatives for providing internship opportunities and placement assistance to students. 71 students of different departments successfully completed internship programme on creative writing, functional Bengali, journalism and social services, industry services, marketing, yoga & Meditation, etc under 10 MoUs with different academic bodies, institutions and industries. This internship opportunity will increase their employability beside regular studies.	Complied
8.	To make Library Automation and installation of mark sheet tabulation software	In this academic year, our library is automated through COHA software. At present 15,191 books are under automation. Complete automation is expected to be achieved very soon. It can help to automate the various tasks related to cataloging, circulation, acquisitions, serials, and more. Students can access library very easily. The mark sheet preparation software is purchased. Mark sheet tabulation software not only helps teachers, but also provides a better understanding of the data to parents, giving a deep insight	Complied



মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK



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Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber

Meeting 5 of the Academic Session 2022-23

		into students' performance.	
9.	Augmentation of Library Infrastructure	Rs. 78,562/- is utilized for purchasing 457 text and reference books for different departments as per their needs.	Complied
10.	To increase the audio-visual learning activity (ICT class) for students	The numbers of ICT classroom is increased. At present, total number of ICT enabled classroom is 14. It improves the concentration and comprehension of students. The activities carried out through digital and interactive tools increase student concentration and, therefore, they assimilate concepts more quickly, enhancing learning.	Complied
11.	To facilitate energy diversification, energy conservation practices and green practices at the institution through systematic monitoring	Green Audit and Energy Audit with ISO certification is completed. Green Club has organized many awareness programmes at institutes and also in the locality. In all section, LED bulbs/lights are installed. The numbers of solar lights are increased.	Complied
12.	To facilitate waste management practices at campus	Many dustbins (by mentioning the colour code) for organic/biological, glass, paper are installed in the campus. Also, separate dustbin is installed for e-waste. The college has also made a MoU with HULLADEK Recycling, an e-waste management company for collection of e-waste of our college. Special chambers are constructed for chemical waste from laboratory.	Complied
13.	To increase the number of seminars,	A large number of seminars,	Complied





Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber

Meeting 5 of the Academic Session 2022-23

	workshops, and special lectures to bring together subject matter experts and industry leaders to share their knowledge and thoughts among the students.	workshops, and special lectures are organized by different departments, committees and cells to bring together subject matter experts and industry leaders to share their knowledge and thoughts among the students and teachers.	
14.	To encourage the faculties to participate in faculty development programmes, workshops, seminars, etc	8 number of faculties participated in faculty development programmes in Academic Staff College. Almost all faculties participated in seminars/workshops for academic development.	Complied
15.	Formation of Placement Cell	A Placement Cell is formed and a training GDA Training at Narajole Raj College Campus.	Complied
16.	To facilitate sports infrastructure of college	As per requirement of Department of Physical Education Rs. 68,173/- is utilized for purchasing different sports equipment. Also, KHO KHO ground creation is completed. 79 decimal land is cleaned & developed for playground at old Rajbari campus.	Complied
17	Development of an Archive Centre for preservation of local history and the dissemination of information on rich cultural heritage of our institution.	Archive Centre is duly framed at old Narajole Rajbari Campus of the college. A certificate course in Archival Research is offered by Dept. of History.	Complied
18.	To facilitate building infrastructure of college	Although there is lack of fund yet college has built a Smart Auditorium, disable friendly washroom, water conservation system and renovation of	Complied



মিটিং রেজল্যুশন বহি



Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber

Meeting 5 of the Academic Session 2022-23

		rainwater harvesting system in this academic year.	
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The Compliance Report is unanimously approved by all members and forwarded to Governing Body.

3. Discussion about Action taken Report on Feedback:

Feedbacks are collected from different stakeholders the responses are analyzed by the concerned members to derive optimal solutions to the existing problems.

TEACHING & CURRICULAR ASPECTS

Most stakeholders have expressed an awesomely positive response regarding the performance of the faculty and the quality of academic engagement promoted in the classroom. ICT based learning has been a priority for most stakeholders.

Another most priority area of students of Science category is Laboratory equipment. Interestingly, the faculty members have themselves expressed their willingness to incorporate the elements of ICT-based pedagogy as part of their curriculum delivery. The administration and the IQAC has taken due note of this concern. The IQAC has forwarded the following proposals to the institutional management and has worked towards its implementation in the ongoing academic session:

- i. To increase the numbers of ICT enable classrooms, computers, software and other equipment.
- ii. Faculty members were encouraged to contribute to more class notes/study materials in Google Class Room enabled LMS, VIDEO LECTURES for different semesters.
- iii. To increase the number of equipment/chemicals, etc. in different science laboratories as per needs.
- iv. To increase the numbers of special lecture for all streams.

EVALUATION & ASSESSMENT

Respondents have been positive about the role of the institution in conducting continuous assessment and evaluation. The IQAC has augmented efforts to secure





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Meeting 5 of the Academic Session 2022-23

efficiency in this area through the following interventions:

- i. No of online remedial classes will be increased and the IQAC as a follow-up of the Slow & Advanced Learners' Feedback session.
- ii. Suggestions for increase of online test series have also been forwarded.

INFRASTRUCTURE & LEARNING RESOURCES

The following initiatives will be adopted in the coming academic session in response to the observations of stakeholders:

- i. No of computers will be increased in Library and reading room.
- ii. New books and journals will be procured in the Central Library.
- iii. Reading Room and Laboratory facilities are considering suggestions for improvement and expansion.
- iv. Hostel facilities are considering suggestions for improvement and expansion.
- v. Suggestions for improvement of canteen facilities including supply of good food quality with cheap rate have also been forwarded.
- vi. Drinking water facility will be more improved.

SKILL DEVELOPMENT & EMPLOYMENT

The following initiatives have been implemented to address issues on career building opportunities for students and alumni:

- i. The IQAC has taken initiative to improve the quality of Value Added Courses/Add-on/Certificate Courses by hiring expert faculties from other institutions and collaborating with institute/academic bodies with institute of national importance.
- ii. Internship opportunities for students will be increased.
- iii. Initiative will be taken for conducting Coaching Classes for JAM for UG Science as well as NET/SLET for PG departments.
- iv. Emphasis will be given on campus recruitment through Placement Cell from the coming academic session.

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK



Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber

Meeting 5 of the Academic Session 2022-23

The report is forwarded to Principal for necessary action.

4. Plan for the next Academic Year:

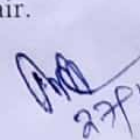
The plan for the next academic year is discussed. The future initiatives are-

- i) More Value-Added Courses, Add-on Courses, certificate course in collaboration with institutes/academic body with national importance will be introduced in the next academic year as per the demand and requirement of students.
- ii) The internship /field activity & survey programmes of students will be facilitated in a large scale by different departments.
- iii) Initiative will be taken to provide fellowships to meritorious and needy students from college own fund.
- iv) Initiative will be taken to provide some seed money to faculty members for research.
- v) Initiative will be taken to organize faculty development programmes and National/International level seminars on National Education Policy, Research methodology, IPR awareness, etc.
- vi) Initiative will be taken to develop a gymnasium as part of its sports infrastructure development.
- vii) The college will increase its community involvement by expanding its Extension Services in neighboring areas and collaborate with government agencies and bodies to facilitate mobilizations.
- viii) The Placement Cell will increase professional networks to conduct on campus recruitment drives.
- ix) Library infrastructure will be improved by purchasing more books and journal as well as launch of e-library with remote access.
- x) The College will promote to up-gradation of its ICT infrastructure.
- xi) The College will promote to extension of its building infrastructure.
- xii) Special emphasis will be given to introduce more PG courses, research centre and vocational courses and distance education.

5. Discussion about submission AQAR 2022-23:

It is discussed that AQAR-2022-23 preparation will be started very quickly.

With no more agenda left, the meeting ends with reciprocal thanks to chair.


27/06/2023

Chairperson

Principal
Narajole Raj College
Narajole, Pin-721 211





NARAJOLERAJCOLLEGE

(NAAC Accredited 'B' Grade Government-Aided College)

NARAJOLE: PASCHIM MEDINIPUR: PIN-721211

E-mail: narajolerajcollege@rediffmail.com

Website: <http://narajolerajcollege.ac.in/>



Compliance Report_2022-23

Sl. No.	Plan of Action	Action Taken	Compliance
1.	To impart transferable and life skills to the students and enhance their understanding of the expectations of the industry by introduction of Value-Added Courses, Add-on Courses and Certificate Courses for Promotion of Innovation Ecosystem	Twenty-six Value Added/Add-on/Certificate courses are introduced and completed with the endorsement of the Academic Committee & Governing Body of Narajole Raj College and added value to the learning outcomes of the students and would help them in getting placed after completion of their degree. All courses are oriented towards improving the employability of students and bridging their skill gaps.	Complied
2.	To establish a Skill Hub and provide skill-based training for deployment of human resource and to develop an infrastructure for the creation and dissemination of knowledge.	Certificate course on "Tailoring and Beautician" was started by Skill Hub Centre, Narajole Raj College. 25 female students of Narajole Raj College and some females of adopted/UBA villages are successfully trained and completed the courses. This course will provide the employability of female students.	Complied
3.	To build up Innovation Hub to promote creativity and research motivations of students	The institution has initiated an incubation center (Innovation Hub) -"LED BASED DEVICE PRODUCTION" in 2023 under the supervision of the Department of Physics. In the first batch, 14 students are	Complied



		<p>given hands-on training and 9 students completed the Certificate Course on production and repairing of LED Bulbs. Additionally, the institution has also initiated an incubation center (Innovation Hub) -“MUSHROOM CULTIVATION HUB” in 2023 under the supervision of the Department of Botany in this academic session. In the first batch, 30 students are given hands-on training and completed the Certificate Course on Techniques for Mushroom Cultivation. In the Innovation Hub in Department of Chemistry students are given hands on training on preparation of Sanitizer, phenyl, soap, etc, also 15 students have completed the certificate course on “Household Chemistry”</p>	
4.	Establishment of the Govt. of West Bengal-sponsored IPR Cell.	<p>The Intellectual Property Rights (IPR) Cell of Narajole Raj College is sponsored and recognized by the Department of Science & Technology and Biotechnology, Govt. of West Bengal in 2023. IPR Cell received Rs. 50,000/- grant for the Faculty Development Programme, Workshops, and other IPR-related activities. IPR Cell organized surveys, awareness of trademark, and license on canvas painting works of artists of the Paschim Medinipur District (Sabang, Naya and Narajole). This awareness programme will help them to achieve the trademark of their artistic works. Also, workshop on IPR is organized at Narajole Raj College. This workshop will improve the knowledge of patent, copyright, trademark</p>	Complied



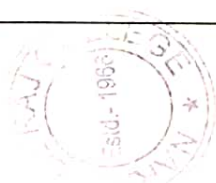
		among faculties and students. Total 238 no teachers and final year students participated in this workshop.	
5.	Different activities for the development of Tribal Communities and extension work at some of the neighborhood Unnat Bharat Avijan (UBA) and adopted villages and schools.	In this academic year, special emphasis is given on different activities for the development of Tribal Communities and extension work at some of the neighborhood Unnat Bharat Avijan (UBA) and adopted villages and schools. Many activities like uses of medicinal plants/environmental sustainability, nutritional surveys and monitoring, environmental awareness, cleanliness drives and tree plantations, child vaccination awareness, female foeticide, and infanticide awareness, etc are successfully organized at UBA villages. Basic computer training, lectures on the importance of Vedas/Gita, film screening, workshop on Yoga, workshop on popular science, lectures on citizenship, constitutional rights, and duties craft making training, dance and singing training, training on e-commerce are organized for tribal communities and school students of UBA adopted villages. These activities create social awareness among the villagers. Students of UBA villages and tribal communities are trained with uses of computer, e-commerce, English language, etc. They also learned many cultural activities like, dance, singing, drawing, etc.	Complied
6.	To conduct MoUs with different institutes and educational organizations to explore academic activity as well as to get specialization of other academic	The college has conducted 23 MoUs. Out of them 14 academic collaboration and faculty exchange programs with different educational	Complied



	institutions/academic body/industry, etc.	institutions and academic bodies (Kharagpur College, Garbeta College, Debra College, Ghatal R. S. Mahavidyalaya, Govt. General Degree College Salboni, K D College of Commerce, Dantan College, etc) and industries are organized for the uplift of research and academic activity and employability among the students under these 14 MoUs & collaborations. Faculty exchange programme creates academic excellence and skill development of the students. It has also created new opportunities on research, special projects and practical along with acquisition or update of practice experience which can inform faculty teaching and research. Also, 2 research collaboration with UGC DAE Consortium for Scientific Research, Kolkata, IIT Kharagpur enhance the research activity and quality.	
7.	To provide internship opportunities and placement assistance to students	IQAC has taken initiatives for providing internship opportunities and placement assistance to students. 71 students of different departments successfully completed internship programme on creative writing, functional Bengali, journalism and social services, industry services, marketing, yoga & Meditation, etc under 10 MoUs with different academic bodies, institutions and industries. This internship opportunity will increase their employability beside regular studies.	Complied
8.	To make Library Automation and installation of mark sheet tabulation software	In this academic year, our library is automated through COHA software. At present 15,191 books are under	Complied



		<p>automation. Complete automation is expected to be achieved very soon. It can help to automate the various tasks related to cataloging, circulation, acquisitions, serials, and more. Students can access library very easily. The mark sheet preparation software is purchased. Mark sheet tabulation software not only helps teachers, but also provides a better understanding of the data to parents, giving a deep insight into students' performance.</p>	
9.	Augmentation of Library Infrastructure	Rs. 78,562/- is utilized for purchasing 457 text and reference books for different departments as per their needs.	Complied
10.	To increase the audio-visual learning activity (ICT class) for students	The numbers of ICT classroom is increased. At present, total number of ICT enabled classroom is 14. It improves the concentration and comprehension of students. The activities carried out through digital and interactive tools increase student concentration and, therefore, they assimilate concepts more quickly, enhancing learning.	Complied
11.	To facilitate energy diversification, energy conservation practices and green practices at the institution through systematic monitoring	Green Audit and Energy Audit with ISO certification is completed. Green Club has organized many awareness programmes at institutes and also in the locality. In all section, LED bulbs/lights are installed. The numbers of solar lights are increased.	Complied
12.	To facilitate waste management practices at campus	Many dustbins (by mentioning the colour code) for organic/biological, glass, paper are installed in the campus. Also, separate dustbin is installed for e-waste. The college has also made a	Complied



		MoU with HULLADEK Recycling, an e-waste management company for collection of e-waste of our college. Special chambers are constructed for chemical waste from laboratory.	
13.	To increase the number of seminars, workshops, and special lectures to bring together subject matter experts and industry leaders to share their knowledge and thoughts among the students.	A large number of seminars, workshops, and special lectures are organized by different departments, committees and cells to bring together subject matter experts and industry leaders to share their knowledge and thoughts among the students and teachers.	Complied
14.	To encourage the faculties to participate in faculty development programmes, workshops, seminars, etc	8 number of faculties participated in faculty development programmes in Academic Staff College. Almost all faculties participated in seminars/workshops for academic development.	Complied
15.	Formation of Placement Cell	A Placement Cell is formed and a training GDA Training at Narajole Raj College Campus.	Complied
16.	To facilitate sports infrastructure of college	As per requirement of Department of Physical Education Rs. 68,173/-is utilized for purchasing different sports equipment. Also, KHO KHO ground creation is completed. 79 decimal land is cleaned & developed for playground at old Rajbari campus.	Complied
17	Development of an Archive Centre for preservation of local history and the dissemination of information on rich cultural heritage of our institution.	Archive Centre is duly framed at old Narajole Rajbari Campus of the college. A certificate course in Archival Research is offered by Dept. of History.	Complied
18.	To facilitate building infrastructure of college	Although there is lack of fund yet college has built a Smart Auditorium, disable friendly washroom, water conservation	Complied



		system and renovation of rainwater harvesting system in this academic year.	
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Handwritten signature and date: 06/07/23

Principal

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Narajole Raj College
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Internal Quality Assurance Cell

Action Taken Report 2022-23

CONTEXT

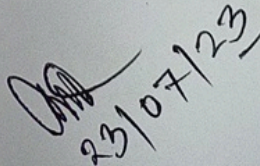
Narajole Raj College has functioned as a responsible higher education institution and has evolved as a centre of learning and development across all parameters of knowledge, resource provision, governance and academic administration. The institution has aptly implemented the mechanism of feedback collection from all categories of stakeholders and has analyzed the responses of the concerned members to derive optimal solutions to the existing problems and enhance its reputation as a premiere educational organization.

TEACHING & CURRICULAR ASPECTS

Most stakeholders have expressed an awesomely positive response regarding the performance of the faculty and the quality of academic engagement promoted in the classroom. ICT based learning has been a priority for most stakeholders. Another most priority area of students of Science category is Laboratory equipment. Interestingly, the faculty members have themselves expressed their willingness to incorporate the elements of ICT-based pedagogy as part of their curriculum delivery. The administration and the IQAC has taken due note of this concern. The IQAC has forwarded the following proposals to the institutional management and has worked towards its implementation in the coming academic session:

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EVALUATION & ASSESSMENT

Respondents have been positive about the role of the institution in conducting continuous assessment and evaluation. The IQAC has augmented efforts to secure efficiency in this area through the following interventions:

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- ii. Suggestions for increase of online test series have also been forwarded.

INFRASTRUCTURE & LEARNING RESOURCES

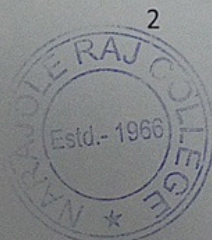
The following initiatives will be adopted in the coming academic session in response to the observations of stakeholders:

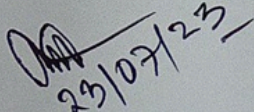
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SKILL DEVELOPMENT & EMPLOYMENT

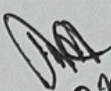
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- collaborating with institute/academic bodies with institute of national importance.
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23/07/23

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Memo No.....

Date.....

TRUE COPY OF THE PROCEEDINGS OF GOVERNING BODY MEETING

Meeting No. - 11/58th

Date: 03/08/2023 (Thursday) at 11.30 am

Place: Office Chamber of the Principal

Members present:

1. Sri Sujit Kumar Banerjee – President
2. Dr. Basudev Mandal- Principal and Secretary
3. Dr. Laxmi Kanta Roy – University Nominee
4. Sri Kumaresh Bhunia – Govt. Nominee
5. Sri Sunil Bhowmik – Govt. Nominee
6. Dr. Nilanjana Bhattacharya – Teacher Representative
7. Dr. Tapanendu Kamilya - Teacher Representative
8. Dr. Uttam Kumar Kanp - Teacher Representative
9. Sri Anupam Ghosh – Non-Teaching Representative

A meeting of the Governing Body was held on 03.08.2023 at 11.30 am in the Principal's Chamber under the chairmanship of Sri Sujit Kumar Banerjee, President of the College to discuss as follows:

- O) Principal placed the resolutions of IQAC meeting held 27.06.2023 regarding action taken report on feedback analysis for the academic session 2022-2023 before the house and after discussion it is resolved that the resolutions of IQAC meeting held 27.06.2023 regarding action taken report on feedback analysis for the academic session 2022-2023 be accepted and approved.

Attested
[Signature]
26/04/2024

Principal
Narajole Raj College
Narajole, Pin-721 211



S/d
Sujit Kumar Banerjee
President