

UNIVERSITY OF KALYANI

IQAC 1st meeting held on 19.1.2010 at 2.30 PM.

Members present:

1. Prof. Alok K. Banerjee, Vice-Chancellor & Chairperson
2. Prof. Ashis Ray, External Member
3. Prof. Sujata Chaudhuri, Member
4. Prof. Juran K. Sarkhel, Member
5. Prof. Sunil Gandhi, Member
6. Prof. Sital Chatterjee, Member
7. Dr. Bimalendu Biswas, Member
8. Sri Utpal Chatterjee, Member
9. Prof. Sarbani Chaudhury, Director
10. Prof. Sushanta Dattagupta, External Member

Professor Alok Kumar Banerjee, Vice-Chancellor of the University and the Chairperson of its IQAC, presided over the meeting.

Three broad aspects of IQAC were discussed: I. Infrastructure II. Function III. Benchmarks for Quality Enhancement.

The details are as follows:

I. INFRASTRUCTURE

1. The Vice Chancellor was requested to designate an office space to set up the IQAC and provide personnel to run the IQAC office. The meeting requested the Director to interact with the Vice Chancellor in this matter.
2. The Director was advised to write to the Finance Officer for issue of Money Sanction.
3. It was resolved to purchase the following equipment for IQAC office through the University Purchase Committee:
 - i. Assembled computer with accessories – 1
 - ii. Laser printer – 1
 - iii. Laptop – 1
 - iv. Air Conditioner – as necessary
 - v. Fax Machine – 1 (if funds permit)

The meeting requested the Director to submit the requisition for the purchase of above equipment along with the estimate to the Finance Officer with the approval of the Vice-Chancellor for release of fund.

4. It was further resolved that the university would be requested to provide a dedicated telephone connection, internet connection, necessary furniture and accessories.
5. The IQAC Director was permitted to outsource secretarial and technical work as and when necessary with the approval of the Vice-Chancellor.

II. FUNCTION

The meeting resolved to

1. take necessary steps for the preparation of annual report for 2010 on the basis of the financial year 2009-2010 by 15 March 2011,
2. develop a format on the basis of IQAC and NAAC format for collection of required data from the academic and administrative departments and to ask these departments to send the data in accordance with that format,
3. draw up a criteria for self appraisal of teachers, in consultation with the KUTC, in accordance with the UGC Regulations 2010 as notified in the Gazette of India dated 18 September 2010,

4. request the Executive Council to adopt and circulate a resolution regarding setting up of IQAC in the affiliated colleges/institutions of this university,
5. update the IQAC webpage on the University website,
6. initiate the procedure for receiving students' feedback.

III. BENCHMARKS FOR QUALITY ENHANCEMENT

The meeting resolved to

1. request the office of the Registrar to furnish the updates on individual research activities from the academic staff at regular interval (preferably bi-annual),
2. recommend setting up of a Project Facilitation Cell to the Executive Council to expedite the official functioning associated with the research projects of the university,
3. recommend the Undergraduate Faculty Council to withdraw 90% reservation of seats for students from West Bengal Council of Higher Secondary Education and to introduce the policy of ratio-based admission. This meeting noted that similar reservation did not exist in other universities of West Bengal.
4. recommend the Choice Based Credit System (CBCS) for all courses in the University,
5. recommend to take necessary steps to move gradually towards e-governance in university administration and to ensure computer literacy of all C level staff.

IV. A. O. M.

1. In keeping with the spirit of Resolution III. 5., it was decided to circulate IQAC notices, minutes, intimations through means that minimise the use of paper.

s/d

Prof. Alok K. Banerjee
Chairperson , IQAC

s/d

Prof. Sarbani Chaudhury
Director, IQAC