

**RESOLUTION OF THE MEETING DATED 15/06/2022 at 11:00 a.m., in the Library.**

**AGENDA:**

- 1. Brief Report on the Achievements of the outgoing IQAC (2020-2022) (to be read by Dr. R. Pyne)**
- 2. Introducing the Members of the Incoming IQAC (2022-2024)**
- 3. Review of Promotions Due under CAS**
- 4. MOU with Maulana Azad College**
- 5. Preparation for 2nd Cycle Accreditation by NAAC**
- 6. Miscellaneous**

**Agenda 1**

**Dr. Radhanath Pyne**, the outgoing Director, read out a brief report (attached) on the achievements of the IQAC during his tenure (2020-2022).

**Agenda 2**

The Chairperson and Head of the Institution **Dr. Asok Mukhopadhyay** introduced the incoming (2022-2024) members of the IQAC.

**Dr. Partha Roy**—Nominee from Local Society and Associate Professor of Botany, Maulana Abul Kalam Azad College—spoke at length on the very important role of the IQAC in promoting academic excellence in the college. **Dr. Roy** suggested that teacher members of the IQAC should be assigned the duty of guiding and recording the activities of two academic departments each.

**Dr. Natasa Dasgupta**—Nominee from the Employers, Principal of Krishnanagar College, and a member of the Governing Body—advised the teacher members of the IQAC to encourage students and teachers to take part in cultural, extracurricular and extension activities. **Dr. Dasgupta** opined that the IQAC should invite all teachers, formally, to submit records of their achievements to the IQAC.

**Dr. Mou Chattopadhyay** (invitee)—Associate Professor, Department of English—suggested that more members of the teaching staff should be co-opted on to the IQAC.

### Agenda 3

**Dr. Partha Roy** and **Dr. Natasha Dasgupta** spoke in detail on the procedure for the submission of papers for promotions due under the Career Advancement Scheme (CAS):

- The IQAC Coordinator and the Principal should sign all papers/documents relating to the CAS and forward them for screening and approval to subject experts.
- Post screening and approval, the said papers/documents should be placed before the Governing Body.
- **CAS papers, once processed, cannot be handed over, under any circumstances, to the concerned candidate.**
- **The papers should remain in possession of the IQAC and CAS scores should be preserved in strict confidentiality.**

**Dr. Asok Mukhopadhyay** raised in this context some issues connected with the promotions currently due under the Career Advancement Scheme. Dr. Mukhopadhyay invited to the meeting, **Professor Nandita Chakraborty**—Associate Professor of the Department of Economics and one of the most senior members of the teaching staff—to enlighten the house about the details of the cases of Dr. Sudeshna Sawoo and Dr. Koushik Halder, whose promotions are pending due to some anomalies.

**Dr. Asok Mukhopadhyay** expressed his dismay over Dr. Halder withholding his papers after they were processed duly by the concerned authority. It was decided that all papers/documents relating to promotions due under the CAS will henceforth be preserved by the IQAC and not handed over to the applicant under any circumstances. **Dr. Halder will have to apply afresh for his promotion due under the Career Advancement Scheme.**

**Dr. Natasha Dasgupta** opined that as a full-time teacher in a substantive post, of a Grant-in-aid college, **Dr. Sawoo should have mandatorily applied for leave before departing for the U.S.A.**

**Dr. Mou Chattopadhyay** appealed to the house to consider Dr. Sawoo's case with sympathy and sensitivity.

**Dr. Partha Roy** suggested that the **Principal should meet the Joint DPI and seek his advice** on the issue. Dr. Roy further opined that **Dr. Sawoo should forthwith submit a Letter of Explanation to the Principal about the circumstances leading to her departure for the U.S. and apply for leave for the entire period of her stay in that country.**

Subsequent to the discussions outlined above and the opinions expressed, **the house unanimously resolved** that:

- 1. Dr. Koushik Halder will apply afresh for promotion under the CAS.**
- 2. Dr. Sudeshna Sawoo will be directed to submit a Letter of Explanation to the Principal about the circumstances leading to her departure for the U.S. and apply for leave for the entire period of her stay in that country.**

#### Agenda 4

Copies of a draft MOU with the Maulana Azad College was distributed among the members of the IQAC.

**Rajiv Roy**, Director/Coordinator of the IQAC, read out and elaborated upon some sections of the draft copy of the proposed MOU.

**Dr. Natasha Sengupta** suggested that apart from the Student and Faculty Exchange proposals, an **NTS Exchange** facility, if provided, will greatly benefit both the colleges.

**Dr. Sandip Ghosh**—Nominee from the Stakeholders, and Associate Professor, Dr. R. Ahmed Dental College—opined that the proposed MOU will benefit both the institutions.

**Dr. Samit Guha**—Nominee from the students/alumni and Associate Professor of Chemistry from the Jadavpur University—agreed with Dr. Ghosh and added that the MOU has been flawlessly drafted.

**Dr. Partha Roy** pointed out that the Advanced Research Centres at the Maulana Azad College will prove helpful in advancing research undertaken by the teachers of SAJC.

Following the discussions outlined above, **the house unanimously approved the draft copy of the proposed MOU for further processing.**

#### Agenda 5

**Rajiv Roy**, Director/Coordinator IQAC, informed the house that the IQAC has **submitted all the required AQARs for Second Cycle Accreditation by NAAC** and the same has been formally accepted and approved by the concerned authority.

**Dr. Partha Roy** pointed out that the IQAC must play a leading role in guiding and preparing the college for the upcoming accreditation exercise. He suggested that **the Director/Coordinator IQAC should be an invitee to Governing Body meetings and should brief the GB regularly about the activities of the IQAC.**

**Dr. Samit Guha** spoke about the **importance of the DBT scheme and DST projects run/funded by the University Grants Commission.** He also spoke at length about the **need to provide internship opportunities to the students** and opined that the IQAC should guide the Principal about these opportunities/openings as and when they become available.

**Ms. Priyanka Chatterjee**—Nominee from Industrialists and Director of Standard Publicity Private Limited—**offered help for internship opportunities in the Humanities and in arranging international funding for theatre workshops and other extracurricular activities.**

**Dr. Natasha Dasgupta** underlined the importance of starting add-on courses.

**Dr. Samit Guha** emphasised upon the need for reviving the NSS unit.

**Agenda 6:** no issues in this section.





**SETH ANANDRAM JAIPURIA COLLEGE**  
(NAAC ACCREDITED)  
ESTD. 1945

Ref. No. : .....

Dated : .....

**Attendance Sheet for IQAC meeting held on 15-06-2022**

1	Chairperson: Head of the Institution	Dr. Asok Mukhopadhyay, Principal		Signature
2	One of the senior teachers as the Coordinator / Director of IQAC	Prof. Rajiv Roy, Associate Professor, English		15/06/2022
3	Teachers to represent all level (Three to eight)	Dr. Arabinda Chowdhury, Associate Professor, Physics		15/6/2022
		Dr. Anindita Basu, Associate Professor, Mathematics		
		Prof. Dinesh Chandra Ghosh, Assistant Professor, Chemistry		15/6/22
		Dr. Ipsita Chanda, Assistant Professor, Zoology		15/6/22
		Dr. Gargi Basu, Assistant Professor, Economics		15/6/2022
		Dr. Arpita Rakshit, Assistant Professor, Zoology		15/6/2022
		Dr. Kalipada Das, Assistant Professor, Physics		15/6/22
Invitee		Dr. Mou Chattopadhyay, Associate Professor, English		15/6/22
		Dr. Radhanath Pyne, Associate Professor, Commerce		15/6/22
4	Member from the Management	Dr. Suraj Prasad Shah, Associate Professor, Hindi and Convener, Academic Committee, GB		15.6.22
5	Senior administrative officer	Prof. Jaydip Datta, Associate Professor, Economics and Bursar		15/6/22
6	Nominee from local society	Dr. Partha Roy, Associate Professor, Botany, Moulana Azad College, p_roy03@yahoo.co.in		15/6/22
	Nominee from students / alumni	Dr. Samit Guha, Assistant Professor, Chemistry, Jadavpur University		15/06/2022
7	Nominee from Employers	Dr. Natasa Dasgupta, Principal, Krishnagar Womens' College Krishnagar and Member, GB nadiandgkwc@gmail.com		15/6/22
		Dr. Tozaful Haque, Principal, Umes Chandra College and Member, GB drthaque1964@gmail.com		
	Nominee from Industrialists	Priyanka Chatterjee, Director, Standard Publicity Pvt. Ltd., prinks651@gmail.com		15/6/22
	Nominee from Stakeholders	Dr. Sandip Ghosh, Associate Professor, Dr. R. Ahmed Dental College		15.6.22