

## IQAC MEETING HELD ON 17.01 .2017

### RESOLUTION

1. The resolution of the last meeting (22.4.2016) confirmed with following suggestion
  - i. The secretary of alumni association was requested to open an interactive site in the website immediately. Dr. Tapan De (Executive member of alumni association) was requested to submit the present structure of the executive body to the Vice-Chancellor for restructuring the committee
  - ii. It was decided to adopt a new village because of some operational problem in the existing adopted village. It was suggested by the Hon'ble Vice-Chancellor that the following facilities will be provided to the adopted village.
    - Full free ship to the students of the adopted village who will be studying in Vidyasagar University.
    - The teachers of the Vidyasagar University (including Vice-Chancellor & Deans) will volunteer to teach the boys and girls of the adopted village.
2. The director, IQAC placed a report on NIRF . It was reported that all data were submitted to NIRF in due time. Subsequently the data files were uploaded in Vidyasagar University web-site as well as in NIRF website. IQAC has also sent the additional information to NIRF team as requested by them.
3. The annual report of IQAC (2015-2016) was placed for approval. The report was discussed by the members and it was approved with some suggestion for inclusion of some information (the amount of free studentship & infrastructure). The suggestions were fulfilled by incorporating those information.
4. The proposal for on line feedback system for teacher's evaluation was accepted in principle. The rationale for proposed system shall be formulated by the IQAC sub-committee and then it will be placed to Dean's committee for further discussion. Hon'ble Vice-Chancellor suggested to place it in faculty council for its opinion.

5. For meeting of the parents-teachers committee the academic departments will be requested to take action as early as possible. IQAC will issue a letter to the departments requesting them to send the copy the resolution to IQAC. The department will also be requested to renew the teachers students committee and to hold the meeting in a regular interval. The copy resolutions of the meeting are to be sent to IQAC. The IQAC will be issue a letter regarding this.
  
6.
  - i. For the feedback of the stake holders a general site may be open in Vidyasagar University web-site, so that all stakeholders can post their opinion/suggestion.
  - ii. IQAC will hold a meeting with non-teaching staff of Vidyasagar University for discussing about their role in the quality assurance of the University.
  
7. Misc :
  - I. The Assistant Registrar , Vidyasagar University was requested to keep an account for student fellowships which come from non-Govt. sources . The no. of students and total amount received by the students should be recorded.
  - II. For attracting foreign students for taking admission in different courses of Vidyasagar University, specially from the countries of South Asia and Middle East , some steps may be taken . Hon'ble Vice-Chancellor suggested that some facilities may be provided for foreign students, e.g., housing, food with reasonably minimum cost. The IQAC may initiate the matter and a proposal may be sent Vice-Chancellor for consideration. Some courses/subject may be selected for this purpose initially.
  - III. Hon'ble Vice-Chancellor suggested holding a seminar by IQAC on excellence in higher education.
  - IV.
    - A. Some best practices may be adopted by the University.
      - No vehicle day may be practiced in 2<sup>nd</sup> Thursday of every month
      - No A.C day may be practiced in 3<sup>rd</sup> Wednesday of every months of the year in the campus.

B. Green audit may be done by measuring some parameters like carbon emission rate, number of cars entered in the campus, number of plants and number & type of lights, number of solar lighting etc.

E-pathsala may be contacted regarding this matter.

C. The generation of vermicompost from the waste materials can be employed. The Dean of Science may look after the matter for implementing the same. A machine for removal of waste material may be employed for this purpose.

D. Bio-diversity enrich programme like bird feeding and sterilizing of street dogs may be done.

V. Regarding the collection of information / data from the teachers / dept an online system may be employed. Prof M.M. Pal was requested to make a framework and rationale for the same and to submit the same to IQAC

VI. The data/information of the teachers who have been retired in recent past may be kept in Vidyasagar University web-site in an additional site , so that these data can be verified by NIRF

Hon'ble Vice-Chancellor suggested that the retired teachers may be treated as alumni of University. The Alumni Association may contact them for membership.

The meeting was ended with thanks to the chair.