

## DEROZIO MEMORIAL COLLEGE – RAJARHAT

Plan of Action	Achievements/Outcomes
(1) Implement of under Swachh Bharat Abhiyan	NSS Volunteers cleaned classrooms and playgrounds
Collection of academic data (students intake class data, result analysis, departmental programmes, etc)	Data collected for review
(3) Updating profile of Departments on College website	Updating done
(4) Upgradation of the Health Unit of the college	Upgraded and stock of medicines replenished
(5) Process promotion proposals of 2 teachers	Is being processed
(6) Conduct of Internal Academic Audit	Internal Audit done

43

REGULAR MEETING OF IQAC

NOTICE

MEETING NO 1 OF 2017-18

A meeting of the IQAC will be held as follows:

Date: 14.7.2017.

Time: 2 PM.

Chamber of the Principal. (venue)

Agendum: Steps to update academic data of departments.

Dated 11.7.2017.

~~Dr. D. Talapatra~~  
(Dr. D. Talapatra)  
Principal.

The report of the IQAC for term and accreditation status of the college was noted and the following observations were made:

(a) The report of the college was improved substantially. (from B to T+)

(b) The report was submitted by the first term with the implementation in a phase-wise manner.

(Dr. D. Talapatra)  
Principal.

11.7.2017

MINUTES.

MEETING NO 2 OF 2017-18 DATED. 2.2.2018.

Members present-

1. ~~Dr. Talapatra~~ 2/2/18
2. C. Mukherjee 2/2/18
3. Goutam Chowdhury 02.02.18
4. Shri G. Prasad 02/02/18.
5. Anjana Chattopadhyay 2.2.18.
6. ~~Dr. Talapatra~~ 2.2.18
7. Adeb, 2/2/18
8. A.K. Saha 2.2.18
9. Satyajit Mondal 2.2.18,

RESOLUTION

1. The minutes of earlier meeting No 1 of 2017-18 dated 14.7.2017 were confirmed.
2. A decision was taken to celebrate the following occasions.
  - a) Seminar on CBCS & CAS - by IQAC on 17.2.2018\*
  - b) Women's Day - by IQAC in collaboration with Women's Assistance Cell and NSS on 12.3.2018.
  - c) Science Day on 28.2.2018 - to be organised by Prof. G. Gopinath and Dr. S. Halder in collaboration with NSS.
  - d) Bhasa Devas on 21.2.2018 to be organised by Deptt of Bengali.

Eminent speakers would be invited to deliver lectures to ensure the success of these occasions.

Dt 2.2.2018.

Dr. Talapatra  
(Dr. D. Talapatra)  
Principal.

\* (Dr. D. Chattopadhyay VC, Amity University, to deliver lecture on CBCS and Shri TK Ghara, JI-DPI to deliver lecture on CAS.)



47

NOTICE  
MEETING NO 3 OF 2017-18

A. meeting of the IQAC will be held on 16.2.2018 at 2PM in the chamber of the Principal to take stock of participation of teachers in seminars/workshops on CBCSE & CAS.

All members are requested to attend.

*D. Talapatra*  
(Dr. D. Talapatra)  
Principal,

MINUTES.

MEETING NO 3 OF 2017-18. DATED. 16. 2. 18.

Meeting attended by.

- 1 D. Talapatra 16.12.18
- 2 C. Makni 16/12/18.
- 3
- 4 (D) 16.12.18
- 5 Amitavadeb,
- 6. Ashis Gupta.
- 7
- 8

Resolutions.

- 1. The minutes of earlier meeting No 2 of 2017-18 dated 2.2.2018 were confirmed.
- 2. The participation of the following teachers in seminars/workshops on CBCS & CAS were noted.
  - a) Dr. D. Talapatra, Principal attended a workshop on CBCS at Sarojini Naidu college on 29.1.18.
  - b) Dr. Anjana Chattopadhyay and Prof. Subarna Ghosh attended a workshop on CAS at Hiralal Majumder College on. 29.1.18.

16.2.2018.

D. Talapatra  
(Dr. D. Talapatra)  
Principal.

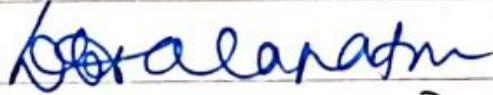


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(Dr. D. Talapatra)  
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16.2.2018.

~~D. Talapatra~~  
(Dr. D. Talapatra)  
Principal.







Receipt of Data Sheet

AD - AD 19/3/18  
 CM - C. K. K. M. I 19/3/18  
 AC - Achattopadhyay 19.3.18  
 MB - MB 19/3/18  
 SDG - SDG 19.03.18  
 DE - DE 20/3/18.  
 SC - SC 19/01/2018  
 ABR - ABR 19/3/18  
 RL - RL  
 AP - AP 21.3.18  
 PS - PS  
 SH - SH 21/3/18  
 JG - JG  
 RB - RB  
 IH - IH  
 RM - RM  
~~MS~~ MS 18/3/18  
~~DR~~ DR  
~~SR~~ SR  
 LR - LR 21/3/18  
 GC - GC 21.03.18

DEROZIO MEMORIAL COLLEGE - RAJARHAT

DATA: DEPARTMENT OF \_\_\_\_\_

STUDENTS ENROLMENT (HONOURS)

CATEGORY	2014-15	2015-16	2016-17	2017-18
MALE				
FEMALE				
TOTAL				

CLASS DATA

COURSE	2014-15	2015-16	2016-17	2017-18
HONOURS				
GENERAL				
TOTAL				

UNIVERSITY RESULT ANALYSIS (HONOURS)

[NOS PASSED/NOS APPEARED = % OF PASS]

EXAMINATION	2014-15	2015-16	2016-17	2017-18
PART-I				
PART-II				
PART-III				

## MINUTES

MEETING NO 4 OF 2017-18 DATED 27.3.2018

Members present

DEROZIO MEMORIAL COLLEGE : RAJARHAT  
(ICGAC)

GENERAL MEETING - DATED 27.3.2018

Members present:

1. ~~Atal Kumar~~ 27/3/18
2. Chailali Mukherji 27/3/18.
3. Amitavadi 27/3/18.
4. Debasish Chattopadhyay 27/3/18.
5. Anjana Chattopadhyay 27.3.18
6. Rajib Lahiri 27/3/18.
7. Rina Das (Banerjee) 27/3/18
8. Mahuya Bhattacharya 27/3/18
9. Sulagna Ghosh. 27/3/18.
10. Ramaprasad Maiti 27/3/18
11. Rajatendu Banerjee 27/03/18
12. Anuban Basu Roy Chowdhuri 27/3/18
13. Goutam Mukherjee 27.03.18
14. Bandana Bhattacharya 27.03.18
15. Sampra Sen 27.03.18
16. Pratul Hazra 27/03/2018
17. Sushikanta Sen 27/3/18
18. Amit Kumar Nandi 27/03/18
19. Partha Saha 27/03/18.
20. Rajib Saha 27/3/18
21. Lakshmi Kantarau 27/03/18
22. Debasish Chatterjee 27/03/18
23. Lipi Saha 27/3/18
24. Saikat Mondal 27.3.18
25. Joydutta 27.3.18.
26. Panchali Ghose 27/03/18
27. Kaitrevi Bhattacharya 27/3/18
28. Salim Molla 27/03/18
29. Rijaul Karim 27/3/18



## Resolutions

1. The minutes of earlier meeting No 3 of 2017-18 dated 16.2.18 were confirmed.

### 2. GRADUAL DECLINE IN STUDENTS ENROLMENT

• Causes for gradual decline were identified as under

- a) Science students are increasingly opting for engineering courses rather than general degree courses
- b) WBSU lags behinds CU in brand image & status.
- c) Fee structure on the higher side especially in Journalism.
- d) Inadequacy of faculty members in some departments
- e) Decline in Bcom possibly because candidates are attracted to the CBCS in vogue at CU.
- f) WBSU issues degree certificates late.

• Remedial measures suggested are:

- a) Classes to be held regularly according to schedule.
- b) Feasibility of payment of students fees in instalment to be explored.
- c) Hoardings highlighting WBSU & College initiatives/ achievements to be displayed at conspicuous locations
- d) Schools in adjoining locality to be visited.
- e) Website should be upgraded with detailed teachers profile.
- f) Coaching for competitive examinations to be re-introduced and arrangements for campus interviews should be made.
- g) Infrastructure of science departments should be augmented and required equipment be purchased
- h) Skill development programmes and job oriented short term courses should be introduced
- i) An education fair may be held if considered beneficial.
- j) The merit panel of admission should be displayed promptly
- k) An audio-video presentation on the college may be uploaded on the college website.
- l) Fees in Journalism (Practicals) to be reduced considerably (Proposal underway)
- m) A Programme Committee will be formed to conduct certificate/ add on courses from the next session.

(53)

### 3) IMPROVING PERFORMANCE OF STUDENTS IN UNIVERSITY EXAMINATIONS

The prime reason for poor performance especially in general courses is non-attendance of students.

The corrective measures suggested are:

- a) Classes are to be held according to class routine
- b) 3<sup>rd</sup> year students who generally do not attend classes regularly should be cautioned.
- c) Admission test may be introduced for enrolment in English (Hons).
- d) Principal to implement a system of class-monitoring
- e) The routine should be re-shaped, allotting all Honours Classes in the morning slots.

### 4) RECORD-KEEPING BY DEPARTMENTS

HODs were requested data in respect of their departments viz enrolment, class data, result analysis (final examination), library details, departmental programmes etc to the website of IQAC.

### 5) MISCELLANEOUS

The following actions were necessary:

- a) Application for MRPs.
- b) Organising UGC sponsored seminars.
- c) TS to contribute articles to approved journals.
- d) Introduction of monthly discussion forums.
- e) Expansion of college library.
- f) Heightened students activity viz posting of wall magazines, students programmes etc.
- g) Alumni to be re-activated.

h) Dr I. Haque will be a member of IQAC henceforth. (Dr D. Talapatra) <sup>24/5/18</sup>  
in addition to the existing Principal composition.



# DEROZIO MEMORIAL COLLEGE

Rajarhat, Kolkata - 136

## NOTICE

Meeting No 5 of 2017-18.

A meeting of the Lab development Committee with IQAC will be held on 24.05.2018 (Thursday) at 2PM in the Principal's chamber.

All the teachers of the Lab based subject are requested to attend the meeting.

*B. Chakrabarty*

Principal

Principal

22/5/18

DEROZIO MEMORIAL COLLEGE  
Rajarhat Rd., Kol-136

*C. Mukherjee*  
24.5.18

*S. Ghosh*  
23/5/18

*Pranab Das*  
24.5.18

*S. Ghosh*  
24/5/18

*A. Ghosh*  
24/5/18

*S. Ghosh*  
24/5/18

*G. Mukherjee*  
24.05.18

*S. Ghosh*  
24/5/18

*R. Ghosh*  
24.5.18