



# Budge Budge College

Estd. 1971

NAAC Accredited B+ & UGC 12B, 2(f)

Affiliated to the University of Calcutta

Ref. No.....

Date ..... 31/07/2023 .....

## NOTICE

The esteemed members of the Internal Quality Assurance Cell (IQAC) of Budge Budge College are cordially invited to attend the meeting of the IQAC to be held in the chamber of the Hon'ble Principal at 10.30 a.m. on **07.08.2023 (Monday)** to consider the following agenda:

1. Confirmation of the proceedings of the last meeting held on 02.06.2023.
2. Promotion of two teaching staff.
3. Discussion on the Plan of Action for the Academic Year 2023-24.
4. Reporting on the preparation of 3rd Cycle of NAAC accreditation.
5. Miscellaneous.

*Sandip Sinha*  
(Dr. Sandip Sinha)  
IQAC Coordinator  
Budge Budge College

*Debji Datta*  
Dr. Debjani Datta  
Principal/Chairperson, IQAC  
Budge Budge College  
**DR. DEBJANI DATTA**  
M.Sc. (Gold Medalist), Ph.D  
Principal  
Budge Budge College  
7, D.B.C. Road, Kol-700137  
West Bengal, India

*Chiranjit* 3/8/23  
*Shruti Agrawal* 3/8/23  
*Binit* 05/8/23  
*Kishor Kumar* 02/08/23  
*Sinha* 02/08/23

# BUDGE BUDGE COLLEGE

## Resolutions taken at the meeting of the IQAC dated 07.08.2023

**Agenda 1.** The minutes of the last meeting dated 02.06.2023 were read and confirmed.

**Agenda 2.** The process of promotion of the following two teachers have been successfully completed under the initiative and guidance of the Hon'ble Principal, Dr. Debjani Datta:

Dr. Shreya Chakraborty, Assistant Professor in English from Assistant Professor (Stage 1) to Assistant Professor (Stage 2).

Dr. Srabani Debnath, Assistant Professor in Mathematics from Assistant Professor (Stage 1) to Assistant Professor (Stage 2).

**Agenda 3.** The IQAC's plan of action for the academic year 2023-24 as discussed in the meeting is enumerated below:

(a) Coordinating the submission of AISHE data of the college for 2022-23.

(b) Collection of feedback from students.

(c) Providing guidance to the departments for organizing seminars and workshops.

(d) Coordinating the implementation of the Curriculum & Credit Framework (CCF) introduced by the University of Calcutta at the under-graduate level under NEP, 2020.

(e) Introduction of Add-on courses on sericulture, Income-tax filing, music, drama and wildlife.

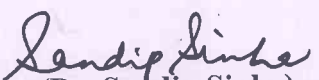
(f) Organising Outreach Programmes on orientation of school students about higher education, and on yoga and meditation.

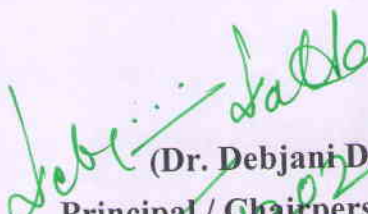
(g) Motivating the teaching and non-teaching staff to undergo various professional development activities.

(h) Proposal for introduction of Psychology (Hons.) programme.

**Agenda 4.** It was reported by the IQAC Coordinator that the progress of the preparation for 3<sup>rd</sup> Cycle of NAAC Accreditation has been quite satisfactory despite the pressure of ongoing University examinations and related works, and requested for extension of deadline for the preparation of the Self Study Report (SSR). Based on the valuable suggestions offered by the Hon'ble Principal, Dr. Debjani Datta and other members, the IQAC resolved that the deadline for the preparation of the SSR be extended to the third week of December, 2023.

As there were no more agenda/issue for discussion, the meeting ended with thanks to the Chair.

  
(Dr. Sandip Sinha) 9/10/2023  
IQAC Coordinator  
Budge Budge College

  
(Dr. Debjani Datta)  
Principal / Chairperson, IQAC  
Budge Budge College  
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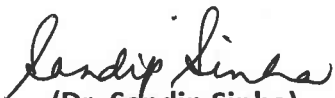
Ref. No.....


Date .....04/10/2023.....

## NOTICE

The esteemed members of the Internal Quality Assurance Cell (IQAC) of Budge Budge College are cordially invited to attend the meeting of the IQAC to be held in the chamber of the Hon'ble Principal at 10.30 a.m. on **09.10.2023 (Monday)** to consider the following agenda:

1. Confirmation of the proceedings of the last meeting held on 07.08.2023.
2. Promotion of two teaching staff.
3. Resignation of Dr. Bhanusuta Mitra, Associate Professor in Chemistry, from IQAC and inclusion of one member in her place.
4. Discussion on academic matters regarding implementation of CCF(UG) under NEP,2020 by University of Calcutta.
5. Reporting on the preparation of 3rd Cycle of NAAC accreditation.
6. Miscellaneous.

  
(Dr. Sandip Sinha)  
IQAC Coordinator  
Budge Budge College

  
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Kishor Kumar  
04/10/2023  
Shanti Agrawal 5/10/23  
Suchismita Kaul 09.10.23.

## BUDGE BUDGE COLLEGE

### Resolutions taken at the meeting of the IQAC dated 09.10.2023

**Agenda 1.** The minutes of the last meeting dated 07.08.2023 were read and confirmed.

**Agenda 2.** It was reported by the IQAC Coordinator that the process of promotion of the following two teachers have been successfully completed under the initiative and guidance of the Hon'ble Principal, Dr. Debjani Datta:

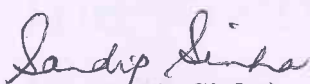
- (1) Dr. Dipak Mandal (Department of History) from Assistant Professor (Stage 3) to Associate Professor (Stage 4).
- (2) Dr. Anup Kumar Sahoo (Department of Physics) from Assistant Professor (Stage 2) to Assistant Professor (Stage 3).

**Agenda 3.** The Hon'ble Principal, Dr. Debjani Datta intimated about the resignation of two IQAC members, Dr. Partha Pratim Chaudhuri, Associate Professor in Zoology (resigned on 06.10.2023) and Dr. Bhanusuta Mitra, Associate Professor in Chemistry (resigned on 04.10.2023) and owing to their personal reasons. As a result, the IQAC Coordinator, Dr. Sandip Sinha proposed the name of Dr. Dipak Mandal, Associate Professor in History in place of Dr. Partha Pratim Chaudhuri and this was seconded by IQAC member, Dr. Kishor Naskar. Moreover, IQAC member Dr. Kishor Naskar proposed the name of Dr. Reshmi Sarkar, Librarian in place of Dr. Bhanusuta Mitra and the IQAC Coordinator, Dr. Sandip Sinha seconded the proposal. The Hon'ble Principal, Dr. Debjani Datta and other members unanimously approved the inclusion of the two new members.

**Agenda 4.** It was reported by the IQAC Coordinator that the classes of all the departments based on CCF(UG) under NEP,2020 were being effectively held as per routine.

**Agenda 5.** It was reported by the IQAC Coordinator that the AQAR for the Academic Year 2022-23 is expected to be submitted to NAAC within the third week of October, 2023.

As there were no more agenda/issue for discussion, the meeting ended with thanks to the Chair.

  
(Dr. Sandip Sinha)

IQAC Coordinator 09/10/2023

Budge Budge College

  
(Dr. Debjani Datta)  
Principal / Chairperson, IQAC  
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Ref. No.....


Date .....


30/10/2023


## NOTICE

The esteemed members of the Internal Quality Assurance Cell (IQAC) of Budge Budge College are cordially invited to attend the meeting of the IQAC to be held in the chamber of the Hon'ble Principal at 10.30 a.m. on 06.11.2023 (Monday) to consider the following agenda:

1. Confirmation of the proceedings of the last meeting held on 09.10.2023.
2. Promotion of three teaching staff.
3. Submission of AQAR for the Academic Year 2022-23.
4. Preparation of the Self Study Report (SSR) for 3<sup>rd</sup> Cycle of NAAC.
5. Miscellaneous.

  
(Dr. Sandip Sinha)  
IQAC Coordinator  
Budge Budge College

  
Dr. Debjani Datta  
Principal/Chairperson, IQAC  
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02/11/2023  
RA  
02/11/2023  
Kishor Kumar  
02/11/2023

## BUDGE BUDGE COLLEGE

### Resolutions taken at the meeting of the IQAC dated 06.11.2023

**Agenda 1.** The minutes of the last meeting dated 09.10.2023 were read and confirmed.

**Agenda 2.** It was reported by the IQAC Coordinator that the process of promotion of the following three teachers have been successfully completed under the initiative and guidance of the Hon'ble Principal, Dr. Debjani Datta:

- (1) Dr. Gautam Das (Department of Commerce) from Assistant Professor (Stage 3) to Associate Professor (Stage 4).
- (2) Dr. Sweta Datta (Department of History) from Assistant Professor (Stage 2) to Assistant Professor (Stage 3)
- (3) Dr. Shruti Agarwal (Department of Food & Nutrition) from Assistant Professor (Stage 2) to Assistant Professor (Stage 3).

**Agenda 3.** The IQAC Coordinator reported that the AQAR for the Academic Year 2022-23 had been submitted to NAAC on 18.10.2023 and duly accepted by NAAC on 19.10.2023.

**Agenda 4.** Regarding the preparation of Self Study Report (SSR) for the 3<sup>rd</sup> Cycle of NAAC, several groups comprising the teaching and non-teaching staff of the college have been formed by the Hon'ble Principal, Dr. Debjani Datta.

As there were no more agenda/issue for discussion, the meeting ended with thanks to the Chair.

  
(Dr. Sandip Sinha)

**IQAC Coordinator**  
**Budge Budge College**

  
(Dr. Debjani Datta)

**Principal / Chairperson, IQAC**

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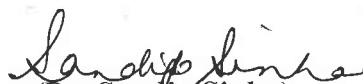
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Date ..... 11/12/2023

## NOTICE

The esteemed members of the Internal Quality Assurance Cell (IQAC) of Budge Budge College are cordially invited to attend the meeting of the IQAC to be held in the chamber of the Hon'ble Principal at 10.30 a.m. on 18.12.2023 (Monday) to consider the following agenda:

1. Confirmation of the proceedings of the last meeting held on 06.11.2023.
2. Promotion of four teaching staff.
3. Preparation of the IIQA & Self Study Report (SSR) for 3<sup>rd</sup> Cycle of NAAC.
4. Preparation for registration and submission of data for NIRF ranking.
5. Discussion on the results of B.A./B.Sc./B.Com. (Honours & General) Semester-VI Examination 2023 (under CBCS).
6. Miscellaneous.

  
(Dr. Sandip Sinha)  
IQAC Coordinator  
Budge Budge College  
11/12/2023

  
Dr. Debjani Datta  
Principal/Chairperson, IQAC  
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## BUDGE BUDGE COLLEGE

### Resolutions taken at the meeting of the IQAC dated 18.12.2023

**Agenda 1.** The minutes of the last meeting dated 06.11.2023 were read and confirmed.

**Agenda 2.** The process of CAS promotion pay fixation of the following four teachers have been successfully completed under the initiative and guidance of the Hon'ble Principal, Dr. Debjani Datta:

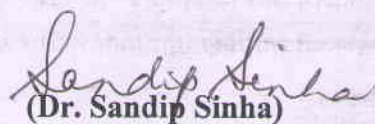
Name of Teacher	Stage of Promotion	Pay Fixation Memo No. & Date
Dr. Gautam Das	Stage-III to Stage-IV	<u>2339-UGC</u> 4P-23-UGC-09 (CAS) dated 29.11.2023
Dr. Anup Kumar Sahoo	Stage-II to Stage-III	<u>2340-UGC</u> 4P-23-UGC-09 (CAS) dated 29.11.2023
Dr. Sweta Dutta	Stage-II to Stage-III	<u>2341-UGC</u> 4P-23-UGC-09 (CAS) dated 29.11.2023
Dr. Shruti Agrawal	Stage-II to Stage-III	<u>2342-UGC</u> 4P-23-UGC-09 (CAS) dated 29.11.2023

**Agenda 3.** After some deliberations, it was unanimously resolved that the Institutional Information for Quality Assessment (IIQA) and Self Study Report (SSR) for 3rd Cycle of NAAC will be submitted before 31<sup>st</sup> March, 2024.


**Agenda 4.** The Hon'ble Principal, Dr. Debjani Datta urged that the registration and submission of data for NIRF ranking should be completed during the calendar year 2024.

**Agenda 5.** The IQAC Coordinator placed the results of B.A./B.Sc./B.Com. (Honours & General) Semester-VI Examinations, 2023 (under CBCS). It was observed that the overall pass percentage of the Honours stream was 62.9 % with commendable performances by Geography (83.7%), History (74.1%), and Commerce (73.2%) departments followed by fair performances by Political Science (67.3%), Botany (66.7%), Food & Nutrition (66.7%) and Zoology (66.7%) departments. However, the results of the General stream were not satisfactory as usual.

As there were no more agenda/issue for discussion, the meeting ended with thanks to the Chair.

  
(Dr. Sandip Sinha)

**IQAC Coordinator**  
**Budge Budge College**

  
(Dr. Debjani Datta)  
**Principal / Chairperson, IQAC**  
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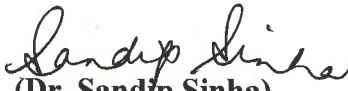
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Date ..... 06/02/2024

## NOTICE

The esteemed members of the Internal Quality Assurance Cell (IQAC) of Budge Budge College are cordially invited to attend the meeting of the IQAC to be held in the chamber of the Hon'ble Principal at 10.30 a.m. on 16.02.2024 (Friday) to consider the following agenda:

1. Confirmation of the proceedings of the last meeting held on 18.12.2023.
2. Promotion of three teaching staff.
3. Submission of the IIQA and preparation of Self Study Report (SSR) for 3<sup>rd</sup> Cycle of NAAC.
4. Discussion on forthcoming University Examinations.
5. Miscellaneous.

  
(Dr. Sandip Sinha)  
IQAC Coordinator  
Budge Budge College  
06/02/2024

  
Dr. Debjani Datta  
Principal/Chairperson, IQAC  
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## BUDGE BUDGE COLLEGE

### Resolutions taken at the meeting of the IQAC dated 16.02.2024

**Agenda 1.** The minutes of the last meeting dated 18.12.2023 were read and confirmed.

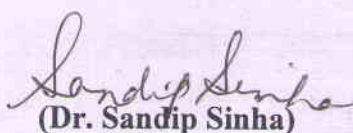
**Agenda 2.** The process of CAS promotion pay fixation of the following three teachers have been successfully completed under the initiative and guidance of the Hon'ble Principal, Dr. Debjani Datta:

Sl. No.	Name of the incumbent	Department	Stage	CAS Promotion Memo with Date
1.	Dr. Debasis Upadhayay	Botany	Stage- III to IV (Associate Professor)	182-UGC/4P-23 UGC-09(CAS) Dated 18.01.2024
2.	Dr. Priyanka Bose Das	Education	Stage- II to III	181-UGC/4P-23 UGC/09(CAS) Dated 18.01.2024
3.	Dr. Samiran Panday	Botany	Stage- I to II	180-UGC/4P-23 UGC-09 (CAS) Dated 18.01.2024

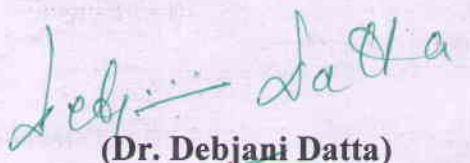
**Agenda 3.** The Hon'ble Principal, Dr. Debjani Datta intimated about the submission of the Institutional Information for Quality Assessment (IIQA) on 06.02.2024 for 3rd Cycle of NAAC and urged that the Self Study Report (SSR) be submitted within the stipulated period of 45 days. The IQAC Coordinator informed that the work flow for the preparation of the SSR is going on smoothly considering the deadline.

**Agenda 4.** Discussions were held regarding the smooth conduction of forthcoming University examinations for Semesters III and Semester I.

As there were no more agenda/issue for discussion, the meeting ended with thanks to the Chair.

  
(Dr. Sandip Sinha)

**IQAC Coordinator**  
**Budge Budge College**

  
(Dr. Debjani Datta)  
**Principal / Chairperson, IQAC**  
**Budge Budge College**  
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Ref. No.....

Date .....03/06/2024

## NOTICE

The esteemed members of the Internal Quality Assurance Cell (IQAC) of Budge Budge College are cordially invited to attend the meeting of the IQAC to be held in the chamber of the Hon'ble Principal at 11 a.m. on 10.06.2024 (Monday) to consider the following agenda:

1. Confirmation of the proceedings of the last meeting held on 16.02.2024.
2. Submission of Institutional Information for Quality Assessment (IIQA) and Self Study Report (SSR) for 3<sup>rd</sup> Cycle NAAC.
3. Forthcoming NAAC Peer Team Visit.
4. Miscellaneous.

  
(Dr. Sandip Sinha)  
IQAC Coordinator  
Budge Budge College

  
Dr. Debjani Datta  
Principal/Chairperson, IQAC  
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## **BUDGE BUDGE COLLEGE**

### **Resolutions taken at the meeting of the IQAC dated 10.06.2024**

**Agenda 1.** The minutes of the last meeting dated 16.02.2024 were read and confirmed.

**Agenda 2.** The IQAC Coordinator informed that:

- (a) the Institutional Information for Quality Assessment (IIQA) for 3<sup>rd</sup> Cycle of NAAC was submitted on 06.02.2024 and approved by NAAC on 09.02.2024;
- (b) the Self Study Report (SSR) was submitted on 18.04.2024;
- (c) the DVV process was completed and SSR was prequalified for assessment on 03.05.2024.

**Agenda 3.** The IQAC Coordinator informed about the forthcoming NAAC Peer Team visit scheduled on 25.06.2024 and 26.06.2024. The Hon'ble Principal provided valuable suggestions regarding the practical aspects to be considered for such visit and allocated duties to the respective teachers and non-teaching staff.

As there were no more agenda/issue for discussion, the meeting ended with thanks to the Chair.

  
Dr. Sandip Sinha

**IQAC Coordinator**

**Budge Budge College**

  
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