

Minutes of IQAC Meeting on Tuesday 21.12.2021.

This is the first meeting of the IQAC post lockdown concerning the Covid-19 pandemic.

- The Officer-in-Charge opened the meeting with the observation of 1 minute silence for the sudden demise of Dr. Subrata Mukherjee who was appointed as the Local Educationist in the Jhargram Raj College (Girls' Wing) IQAC composition.
- It was resolved that Late. Dr. Subrata Mukherjee will be replaced by Swami Vedapurushananda of Jhargram Ram Krishna Mission, who is an educationist himself. He holds a practical and dynamic approach to resolve issues.
- The composition of the IQAC of JRCGW for the year 2019-21 stands as—
 - a) Chairperson—Sri Susil Kr. Barman, Officer-in-Charge, JRCGW
 - b) Coordinator—Dr. Soumita Chowdhury, Assistant Professor, Department of Philosophy, JRCGW.
 - c) Teacher Representatives—
 - ❖ Smt. Mousumi Patra, Assistant Professor, Department of Bengali JRCGW
 - ❖ Smt. Rashmi Beck, Assistant Professor, Department of History JRCGW
 - ❖ Dr. Sutapa Das, Assistant Professor, Department of Physiology JRCGW
 - d) Student Representative—Miss. Susama Das from Sanskrit Honours is replaced by Miss. Rakhi Jana from Political Science Honours (as Susama Das has passed out from the College).
() Smt. Nibedita Deb Nath, Asst. Prof. Dept. of Philosophy*
 - e) Student Alumni—Miss Sweta Makur, Bengali Honours Pass Out (2018-19).
 - f) Senior Administrative Officer—
 - ❖ Dr. Debnarayan Roy, Principal, Jhargram Raj College.
 - ❖ Miss Yasmin Bari, Deputy Magistrate of Jhargram District
 - g) Local Educationist—Swami Vedapurushananda, Ram Krishna Mission, Jhargram.
 - h) Local Industrialist/Employer—Dr. Madhu Karmakar

i) Representative from Local Society and Local Self-Governing Body—Smt. Madhabi Biswas, Sabhapati, Jhargram Zilla Parishad.

The time period for which all the documents that need to be sorted is from 2017-2018 to 2022-2023.

The OIC stated a few agendas that need to be sorted by 27th January, 2022. They are—

- ❖ To organise a Departmental Wall Magazine.
- ❖ To prepare the Annual College Magazine
- ❖ The Notice Boards should be updated with the timely notices for the students such as declaration of exam dates by all the Head of the Departments.
- ❖ All documents in relation to Government Order and University Order shall be maintained by Smt. Smita Chakraborty, Assistant Professor, Department of Sociology, JRCGW.
- ❖ All teachers are requested to submit documents in relation to the courses attended, documents supporting them being paper setters/moderators of examinations, paper publications (if any), special lectures/guest lectures/visiting as an expert in any institution. The documents should be submitted to Smt. Smita Chakraborty, Assistant Professor, Department of Sociology, JRCGW.
- ❖ All notices regarding TC meetings, minutes of the meeting and pictures in relation to the meeting should be submitted to Smt. Smita Chakraborty.
- ❖ All documents related to College Programmes should be submitted to Smt. Smita Chakraborty.
- ❖ Documents (notice, minutes, report and photograph) in relation to National Service Scheme (NSS) should be submitted to Dr. Sutapa Das, Assistant Professor, Department of Physiology, JRCGW.
- ❖ Responsibility regarding ISSN for College Magazine is entrusted to Smt. Sreyashi Ghosh and Smt. Debarati Chakraborty, Assistant Professor, Department of Sociology, JRCGW.
- ❖ Responsibility of the Central Library and all related books and taggings is entrusted to Smt. Mousumi Patra, Assistant Professor, Department of Bengali, JRCGW.
- ❖ Issues regarding the Seminar Library will be discussed in the next IQAC meeting.

- ❖ Student seminar should start from January, 2022 and all documents in relation to the seminar should be submitted to Smt. Smita Chakraborty.
- ❖ Development of the College Website and Teachers' Profile to be sorted following this IQAC meeting.
- ❖ The OIC and Coordinator will be discussing about the Institutional Mail ID (both College and Departmental).
- ❖ All documents in relation to the College Outreach Programme (Chunikotal Pathshala) should be restored and documented.
- ❖ An Ex-Student Alumnae Association must be formed with the joint decision of all the teachers.

• The OIC decided to organise a Core Committee meeting in the 1st Week of January, 2022.

