

**Minutes of the IQAC Meeting held on 26th & 27th October 2023 to prepare for
forthcoming Accreditation by NAAC**

Members Present:

1. Rev. Dr. Dominic Savio, SJ, Principal and Chairperson of IQAC
2. Vice Principals
3. Member Secretary Academic Council
4. Selected Faculty Members
5. Coordinator, IQAC

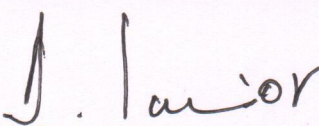
Background of the meeting:

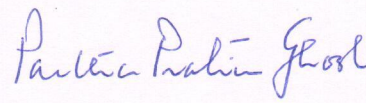
The two-day meeting was called to prepare for forthcoming Accreditation by NAAC. Detailed discussion on the seven criterions were made in the meeting on 1st day (26-10-2023) and 2nd day (27-10-2023).

Following discussions took place in the meeting-

- Criterion 1 Coordinator, Dr. Ayan Chandra presented the updated templates and required documents for the finalization of the criteria.
- It was decided in the meeting that the Course List will revised and the supporting document will be provided by Criterion 1 team.
- It was decided in the meeting that the academic peers should not be associated with the College.
- Criterion 3 Coordinator Dr. Samrat Roy presented the quantitative excel template and qualitative write-up.
- Dr. Arup Mitra, Controller of Examination was requested to check the research related work in criteria 3.
- Detailed presentation was made on Consultancy, Extension Services, Innovative Ecosystem etc., was made.
- Criterion 5 Coordinator, Dr., Chandrani Biswas presented the quantitative excel template and qualitative write-up.
- It was decided in the meeting that the Financial Mapping of the Balance Sheet for last 5 years to be done immediately.
- All the question is thoroughly checked and documents for each and every question are done properly.
- Dr. Partha Pratim Ghosh presented the quantitative excel template and qualitative write-up, Prof. Shalabh Agarwal made a detailed presentation on the admission data for the five years. He also shown the updated template related to admission.
- Criterion 4 Coordinator, Prof. Shalabh Agarwal, made a detailed presentation on the infrastructure data for the five years.
- It was also decided in the meeting that the ERP documents from the Treasury office, Examination System Screenshots will have made available as documents for Criterion 6.

The meeting ended with a Vote of Thanks to the Chairperson.


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