

# GHATAL RABINDRA SATABARSIKI MAHAVIDYALAYA



NAAC Accredited (Grade-B) UGC Recognized Multi-faculty College  
Affiliated to Vidyasagar University  
ESTD. - 1961

Ghatal :: PaschimMedinipur :: 721212

Website :www.grsm.ac.in // E-Mail : principal@grsm.ac.in

Ref. No: GRSM/IQAC/M-04/2023

Date :07.07.2023

## Notification of IQAC Meeting

A meeting of the IQAC will be held on 14/07/2023 (Friday) at 12.00 noon in the seminar hall of our college to discuss the following agenda.

All are requested to attend the meeting positively.

M. K. Das

(Professor Mantu Kumar Das)  
Principal  
Ghatal Rabindra Satabarsiki Mahavidyalaya

*Principal,*  
Ghatal Rabindra Satabarsiki  
Mahavidyalaya, Ghatal



KS

(Dr. Kaushik Ghosh)  
IQAC Coordinator  
Ghatal Rabindra Satabarsiki Mahavidyalaya

*Co-ordinator,*  
IQAC  
Ghatal Rabindra Satabarsiki  
Mahavidyalaya

**Agenda 1:** Confirmation of the minutes of the meeting of IQAC held on 22.06.2023

**Agenda 2:** To consider the Plan of Action for the Academic Year 2023-24.

**Agenda 3:** To consider the Action Plan for Gender Sensitization for Academic Year 2023-24.

**Agenda 4:** To discuss the matter regarding infrastructural development for Curriculum and Credit Framework for Undergraduate Programmes (CCFUP), according to NEP Draft Curriculum Framework.

**Agenda 5:** To discuss the matter regarding organization of Workshop on "Curriculum and Credit Framework for undergraduate Programmes (CCFUP) based on NEP 2020"

**Agenda 6:** To discuss the matter regarding participation in NIRF

**Agenda 7:** To discuss the matter regarding conduction of Anti Ragging Week Celebration.

**Agenda 8:** Miscellaneous.

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**Reference :** GRSM/IQAC/M-04/2023

**Date of meeting:** 14/07/2023 **Time:** 12.00 noon

**Place of meeting:** Seminar Hall

**Members present in the meeting**

1. Professor (Dr.) Mantu Kumar Das, Chairman
2. Dr.Kaushik Ghosh, Coordinator
3. Mr. Gouri Sankar Bag
4. Dr. Ashok Kr. Bandyopadhyay
5. Mrs.Rumpa Chakraborty
6. Dr. Abinash Gayen
7. Dr. Mrinmoy Guria
8. Dr. Tapas Kumar Jana
9. Mr. Ranajit Kumar Mandal
10. Mr. Priti Sankar Mukherjee
11. Mr. Sanat Kumar Hazra
12. Mr. Sujit Ghosh
13. Miss Rupa Chakraborty

**Resolution of the Meeting**

The meeting is presided over by the Principal Professor (Dr.) Mantu Kumar Das. The following resolutions are adopted in the meeting unanimously.

**Agenda-1:** Confirmation of the minutes of the meeting of IQAC held on 22.06.2023

**Resolution-1:**Members present in the meeting have unanimously confirmed the minutes of the meeting, held on 22.06.2023.

**Agenda-2:** To consider the Plan of Action for the Academic Year 2023-24.

**Resolution-2:** The following Action Plan for the Academic Year 2023-24 is approved

SL NO.	Strategic Goal	Target Participate	Action Plan
1.	Women's Rights and Gender Equality	Students	Gender Sensitization Programme
2.	Infrastructural facilities	Students, Teacher	Renovation and modification of Library reading Room.
3.		Students, Non teaching staff, Teachers	Purchase of more computers, Laptops, LCD Projectors, Smart boards, Digital notice boards and Laser printers.
4.		Teachers, Non teaching, students	Renovation of IQAC Room
5.		Infrastructure Supporting facilities and visually impaired persons	Setting of name plates/signage

M. K. Das  
 14/7/23  
 Principal,  
 Ghatal Rabindra Satabarsiki  
 Mahavidyalaya, Ghatal

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6.	Skill development	Students	<ul style="list-style-type: none"> <li>• Introduction of twenty-six (26) Add on / Certificate Courses</li> <li>• MOU with Tata STRIVE, Anudip foundation, Rice Education</li> <li>• Seminar/workshop on Skill development &amp; Job Opportunities</li> </ul>
7.	Training/Faculty development Programme	Non-teaching Staff	Faculty development Programme on Mastering MS office, ERP and Website Essentials
8.	Career counselling	Students	Organization of mock tests and workshops
9.	Faculty exchange	Students, teachers	Intra and inter faculty exchange programmes.
10.	Social Work	Students	Conduction of more community outreach programme

**Agenda 3:** To consider the Action Plan for Gender Sensitization for Academic Year 2023-24.

**Resolution 3:** The following Action Plan for Gender Sensitization is approved.

SL No.	Strategic Goal	Target Participate	Action Plan
01.	Women's Rights and Gender Equality	Students	Seminar/Workshop on Gender issues
02.	Women's Health and Nutrition	Students and Staff	Observation of Nutrition Week (1st -7th September, 2023 by NSS Units through poster presentation and interaction with students and staff on health and Hygiene.
03.	Infrastructure and Supporting facilities for Women's health and self-protection	Students	A Certificate course on Self Defence.
04	Health awareness	Female Teachers, Students	Health check-up Camp (organized by NSS )
05	Entrepreneurship Opportunities	Women of Self-help group	Conduction of 5-Days Training Programme in Mushroom Cultivation. Training on Hydroponics

**Agenda 4:** To discuss the matter regarding infrastructural development for Curriculum and Credit Framework for Undergraduate Programmes (CCFUP), according to NEP Draft Curriculum Framework.

**Resolution-4:** Members proposed necessary infrastructural development to accommodate the needs for new semester for Curriculum and Credit Framework for Undergraduate Programmes (CCFUP) according to NEP Draft Curriculum Framework. Focus needs to be given on development of Science Lab and initiation of Value -Added Courses.

M. H. Jais  
Principal, 14.7.23  
Ghatal Rabindra Satabarsiki  
Mahavidyalaya, Ghatal

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**Agenda 5:** To discuss the matter regarding organizing Workshop on "Curriculum and Credit Framework for undergraduate Programmes (CCFUP) based on NEP 2020"

**Resolution-5:** IQAC reported that the CCFUP-Subcommittee, Ghatal Rabindra Satabarsiki Mahavidyalaya is going to organize a Workshop on "Curriculum and Credit Framework for undergraduate Programmes (CCFUP) based on NEP 2020".

**Agenda 6:** To discuss the matter regarding participation in NIRF

**Resolution-6:** The members present unanimously agreed to participate in NIRF 2024 and responsibility has been conferred on Dr. Mrinmoy Guria, Associate Professor in Mathematics to monitor this matter.

**Agenda 7:** To discuss the matter regarding conduction of Anti Ragging Week Celebration.

**Resolution-7:** NCC, NSS units of Ghatal Rabindra Satabarsiki Mahavidyalaya is going to organize "Anti Ragging Week Celebration" from 12-18<sup>th</sup> August, 2023.

**Agenda-8:** Miscellaneous.

**Resolution-8:** Members of IQAC have instructed the Programme Officers of NSS and ANO of NCC to prepare their annual Report and submit it to IQAC.

The meeting ends with a vote of thanks to all.

M.K.S.A.  
Principal,  
Ghatal Rabindra Satabarsiki  
Mahavidyalaya, Ghatal  
14.7.23

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Ref. No: GRSM/IQAC/M-5/2023

Date :04.10.2023

## Notification of IQAC Meeting

A meeting of the IQAC will be held on **11/10/2023** (Wednesday) at 12.00 noon in the seminar hall of our college to discuss the following agenda.  
All are requested to attend the meeting positively.

M. K. Das

(Professor Dr. Mantu Kumar Das)  
Principal,  
Ghatal Rabindra Satabarsiki Mahavidyalaya  
**Principal,**  
**Ghatal Rabindra Satabarsiki**  
**Mahavidyalaya, Ghatal**



K. Ghosh

(Dr. Kaushik Ghosh)  
IQAC Coordinator,  
Ghatal Rabindra Satabarsiki Mahavidyalaya  
**Co-ordinator,**  
**IQAC**  
**Ghatal Rabindra Satabarsiki**  
**Mahavidyalaya**

**Agenda 1:** Confirmation of the minutes of the meeting of IQAC held on 14.07.2023

**Agenda 2:** To scrutinize the CAS file of Dr. Abinash Gayen, Assistant Professor in Sanskrit applied for career promotion from (Stage 2/Level-11) to Assistant Professor (Stage 3/Level-12) w.e.f. 20/07/2023.

**Agenda-3:** To scrutinize the CAS file of Mr. Ranajit Kumar Mondal, Librarian applied for career promotion from (Stage 2/Level-11) to Librarian (Stage 3/Level-12) w.e.f. 01/04/2022.

**Agenda-4:** To note and approve the completion of Orientation/Refresher/Short Term Course and FDP by Teachers.

**Agenda-5:** To strengthen the relationship between mentor and mentee and also arrange frequent interactions.

**Agenda-6:** To discuss the matter regarding organizing Seminar on "Skill Development".

**Agenda-7:** To discuss the matter regarding conduction of mock test related to Career Counselling.

**Agenda-8:** To discuss the matter regarding conduction of Workshop on ERP Software.

**Agenda-9:** To discuss the matter regarding organizing Seminar on Career Counselling.

**Agenda 10:** To ask all the concerned Add-on / Certificate Course Co-coordinators to comply their scheduled courses within the due time limit.

**Agenda-11:** Miscellaneous.

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Reference : GRSM/IQAC/M-5/2023

Date of meeting: 11/10/2023, Time: 12.00 noon

Place of meeting: Seminar Hall

### Members present in the meeting

1. Professor (Dr.) Mantu Kumar Das, Chairman
2. Dr. Kaushik Ghosh, Coordinator
3. Mr. Gouri Sankar Bag
4. Dr. Ashok Kr. Bandyopadhyay
5. Dr. Mrinmoy Guria
6. Dr. Tapas Kumar Jana
7. Mrs.Rumpa Chakraborty
8. Dr. Abinash Gayen
9. Mr. Ranajit Kumar Mandal
10. Mr. Sanat Kumar Hazra
11. Mr. Priti Sankar Mukherjee
12. Mr. Sujit Ghosh
13. Miss Rupa Chakraborty

### Resolution of the Meeting

The meeting is presided over by the Principal Professor (Dr.) Mantu Kumar Das. The following resolutions are adopted in the meeting unanimously.

**Agenda 1:** Confirmation of the minutes of the meeting of IQAC held on 15.07.2023.

**Resolution-1:** Members present in the meeting have unanimously confirmed the minutes of the meeting, held on 15.07.2023.

**Agenda 2:** To scrutinize the CAS file of Dr. Abinash Gayen, Assistant Professor in Sanskrit applied for career promotion from (Stage 2/Level-11) to Assistant Professor (Stage 3/Level-12) w.e.f. 20/07/2023.

**Resolution-2:** The CAS file of Dr. Abinash Gayen, Assistant Professor in Sanskrit applied for career promotion from (Stage 2/Level-11) to Assistant Professor (Stage 3/Level-12) w.e.f. 20/07/2023.is scrutinized and recommended to the GB for approval.

**Agenda-3:** To scrutinize the CAS file of Mr. Ranajit Kumar Mondal, Librarian applied for career promotion from (Stage 2/Level-11) to Librarian (Stage 3/Level-12) w.e.f. 01/04/2022.

**Resolution-3:** The CAS file of Mr. Ranajit Kumar Mondal, Librarian applied for career promotion from (Stage 2/Level-11) to Assistant Professor (Stage 3/Level-12) w.e.f. 01/04/2022 is scrutinized and recommended to the GB for approval.

**Agenda-4:** To note and approve the completion of Orientation/Refresher/Short Term Course and FDP by Teachers.

**Resolution-4:** It is noted that the following teachers attended the Orientation/Refresher/Short Term Course/ FDP and completed successfully.

M.K. Das  
Principal, 11.10.23  
Ghatal Rabindra Satabarsiki  
Mahavidyalaya, Ghatal

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Name of the Teacher/Librarian	Course	Date of the Course	University/College/Institute of Higher Education (UGC-Sponsored)
Johiruddin Molla	Refresher course on Environmental Studies	16.08.2023 to 29.08.2023	UGC- HRDC Aligarh Muslim University, Aligarh
Dr. Madhumita Mondal	Short term Faculty Training Programme on Indian Knowledge Systems	28.08.2023 to 02.09.2023	UGC- HRDC, Banaras Hindu University and IKS DIVISION, MINISTRY OF EDUCATION, GOVT. OF INDIA
Dr. Guhram Kisku	Short term Faculty Training Programme on Indian Knowledge Systems	28.08.2023 to 02.09.2023	UGC- HRDC, Banaras Hindu University and IKS DIVISION, MINISTRY OF EDUCATION, GOVT. OF INDIA

**Agenda-5:** To strengthen the relationship between mentor and mentee and also arrange frequent interactions.

**Resolution-5:** Unanimously resolved that the frequent interactions would be arranged to strengthen the bonding and to solve their problems at a quick succession.

**Agenda-6:** To discuss the matter regarding organizing Seminar on "Skill Development".

**Resolution-5:** IQAC, Ghatal Rabindra Satabarsiki Mahavidyalaya in collaboration with Tata Strives is going to organize Seminar on "Skill Development".

**Agenda-7:** To discuss the matter regarding conduction of mock test related to Career Counselling.

**Resolution-7:** IQAC, Ghatal Rabindra Satabarsiki Mahavidyalaya in collaboration with O<sub>2</sub>-Academia is going to organize Mock test related to various Govt. Job Examinations.

**Agenda-8:** To discuss the matter regarding conduction of Workshop on ERP Software.

**Resolution-8:** IT Cell, Ghatal Rabindra Satabarsiki Mahavidyalaya in collaboration with 3S-Software Pvt.Ltd. is going to organize workshop on ERP Software.

**Agenda-9:** To discuss the matter regarding organizing Seminar on Career Counselling.

**Resolution-9:** Career Counselling and Placement Cell, Ghatal Rabindra Satabarsiki Mahavidyalaya in collaboration with Rice Education is going to organize seminar on Career Counselling.

**Agenda 10:** To ask all the concerned Add-on / Certificate Course Co-coordinators to comply their scheduled courses within the due time limit.

**Resolution-10:** Unanimously resolved that the Add-on / Certificate course co-ordinators would make proper exercise to view the progress of the concerned courses and extend their assistance for their completion within due time.

**Agenda-11:** Miscellaneous

**Resolution-11:** Members of IQAC have instructed the Teachers to prepare their Self Appraisal Report on regular basis and submit the same.

The meeting ends with a vote of thanks to all.

M. N. S. W.  
Principal,  
Ghatal Rabindra Satabarsiki  
Mahavidyalaya, Ghatal  
11.10.23

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Action Taken Report (11/10/2023)

Sl No.	IQAC Resolution	Action Taken
1.	<b>Resolution:</b> It is resolved that the frequent interactions would be arranged to strengthen the Mentor System and to solve students' problems at a quick succession.	It has been done.

M.K. Das  
Principal, 11.10.23  
Ghatal Rabindra Satabarsiki  
Mahavidyalaya, Ghatal



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Ref. No: GRSM/IQAC/M-1/2024

Date : 31.01.2024

## Notification of IQAC Meeting

A meeting of the IQAC will be held on **08/02/2024** (Thursday) at 02.00 pm in the seminar hall of our college to discuss the following agenda.

All are requested to attend the meeting positively.

*M. K. Das*

(Professor Dr. Mantu Kumar Das)  
Principal  
Ghatal Rabindra Satabarsiki Mahavidyalaya



*K. Ghosh*

(Dr. Kaushik Ghosh)  
IQAC Coordinator  
Ghatal Rabindra Satabar

*Co-ordinator*  
**IQAC**  
Ghatal Rabindra Satabarsiki  
Mahavidyalaya

Ghatal Rabindra Satabarsiki  
Mahavidyalaya, Ghatal

Agenda 1: Confirmation of the minutes of the meeting of IQAC held on 11.10.2023

**Agenda 2:** Publication of Wall Magazines of all departments.

**Agenda 3:** To discuss the matter regarding conduction of One-Day National Level Seminar by the Dept. of Philosophy.

**Agenda 4:** Introduction of Transparent mechanism for timely redressal of student grievances including sexual harassment and ragging.

**Agenda-5:** To conduct continuous Assessment

**Agenda-6:** Discuss on Faculty exchange programme.

**Agenda-7:** To discuss the matter regarding conduction of Intra Faculty Exchange Programme by the Department of Physics, Chemistry, mathematics, Zoology, Botany, Physiology, Geography, Nutrition, and Computer Science on 'Indigenous Technologies for Viskit Bharat' (Seminar on National Science Day Observation)

**Agenda-8:** To discuss the matter regarding conduction of Intellectual Property Right Awareness Programme.

**Agenda-9:** To discuss the matter regarding participation in the workshop of Professor Mantu Kumar Das, Principal of Ghatal Rabindra Satabarsiki Mahavidyalaya, Dr. Kaushik Ghosh, IQAC Coordinator & Associate Professor, Dept. of Chemistry and Dr. Mrinmoy Guria, NAAC Coordinator & Associate Professor, Dept. of Mathematics.

**Agenda-10:** To discuss the matter regarding conduction of Faculty development Programme on Mastering MS office, ERP and Website Essentials for Non-teaching Staff.

**Agenda 11:** Miscellaneous

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**Reference :** GRSM/IQAC/M-1/2024

**Date of meeting:** 08/02 /2024, **Time:** 2.00pm

**Place of meeting:** Seminar Hall

**Members present in the meeting**

1. Professor (Dr.) Mantu Kumar Das, Chairman
2. Mr. Gouri Sankar Bag
3. Dr. Biswapati Jana
4. Dr.Kaushik Ghosh, Coordinator
5. Dr. Ashok Kr. Bandhopadhyay
6. Rumpa Chakraborty
7. Dr. Abinash Gayen
8. Dr. Tapas Kr. Jana
9. Dr. Mrinmoy Guria
10. Ranajit Mandal
11. Mr. Priti Sankar Mukherjee
12. Mr. Sanat Kumar Hazra
13. Mr. Sujit Ghosh
14. Miss Rupa Chakraborty

**Resolution of the Meeting**

The meeting is presided over by the Principal Professor (Dr.) Mantu Kumar Das. The following resolutions are adopted in the meeting unanimously.

**Agenda-1:** Confirmation of the minutes of the meeting of IQAC held on 11.10.2023.

**Resolution-1:**Members present in the meeting have unanimously confirmed the minutes of the meeting, held on 11.10.2023.

**Agenda 2:** Publication of Wall Magazines of all departments.

**Resolution-2:**The members have decided unanimously to pursue all the departments to publish their departmental Wall magazine.

**Agenda 3:** To discuss the matter regarding conduction of One-Day National Level Seminar by the Dept. of Philosophy.

**Resolution-3:**IQAC reported that ICPR Sponsored Periodic Lectures & One day National seminar on "Theories of Truth and Knowledge" in Collaboration with the Dept. of Philosophy and IQAC of Ghatal Rabindra Satabarsiki Mahavidyalaya has been conducted on 15.12.2023.

**Agenda 4:** Introduction of Transparent mechanism for timely redressal of student grievances including sexual harassment and ragging.

**Resolution-4:** To make the transparent mechanism of different cells already working at the college, the IQAC has asked them to conduct various awareness programmes through NCC and NSS wings. In addition, the IQAC has taken a positive initiative to grow an awareness among the students who are beneficiaries of such

*M. Mantu Kumar Das*  
 Principal,  
 Ghatal Rabindra Satabarsiki  
 Mahavidyalaya, Ghatal

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heinous activities so that they can communicate the respective cells with their communication number and mail Id already displayed on boards in the college premises.

**Agenda-5:** To conduct continuous Assessment

**Resolution-5:**The IQAC has taken initiatives to make a fervent request to the entire departmental faculty to conduct frequent assessment (written test/seminar/assignment) so that the students' merit and preparation can be assessed.

**Agenda-6:** Discuss on Faculty exchange programme.

**Resolution-6:** Another identical initiation by IQAC is the faculty exchange which is going through MOU and to make it more effective IQAC has decided to organize some awareness programme, seminar representation, Special lecture etc in collaboration with other colleges/institutions.

**Agenda-7:** To discuss the matter regarding conduction of Intra Faculty Exchange Programme by the Department of Physics, Chemistry, mathematics, Zoology, Botany, Physiology, Geography, Nutrition, and Computer Science on 'Indigenous Technologies for Viskit Bharat' (Seminar on National Science Day Observation).

**Resolution-7:** IQAC reported that a seminar on 'Indigenous Technologies for Viskit Bharat' is going to be organized by the aforesaid departments on 28<sup>th</sup> February, 2024.

**Agenda-8:** To discuss the matter regarding conduction of Intellectual Property Right Awareness Programme.

**Resolution-8:** IQAC, Ghatal Rabindra Satabarsiki Mahavidyalaya in collaboration with IPO, Kolkata is going to organize Awareness Programme on Intellectual Property Rights.

**Agenda-9:**To discuss the matter regarding participation in the workshop of Professor Mantu Kumar Das, Principal of Ghatal Rabindra Satabarsiki Mahavidyalaya, Dr. Kaushik Ghosh, IQAC Coordinator & Associate Professor, Dept. of Chemistry and Dr. Mrinmoy Guria, NAAC Coordinator & Associate Professor, Dept. of Mathematics.

**Resolution-9:**Professor Mantu Kumar Das, Principal of Ghatal Rabindra Satabarsiki Mahavidyalaya, Dr. Kaushik Ghosh, IQAC Coordinator & Associate Professor, Dept. of Chemistry and Dr. Mrinmoy Guria, NAAC Coordinator & Associate Professor, Dept. of Mathematics have successfully completed the workshop on "Hands on Training of NAAC Methodology and Preparation" on 9<sup>th</sup> December, 2023 at Kharagpur College.

**Agenda-10:** To discuss the matter regarding conduction of Workshop on Computer hands on training Programme for Non-teaching Staff.

**Resolution-10:** Ghatal Rabindra Satabarsiki Mahavidyalaya is going to conduct a Faculty development Programme on Mastering MS office, ERP and Website Essentials for Non-teaching Staff in the month of March 2024.

**Agenda-11:** Miscellaneous

There is no issue raised on this agenda.

The meeting ends with a vote of thanks to all.

*M. N. Das*  
Principal,  
Ghatal Rabindra Satabarsiki  
Mahavidyalaya, Ghatal

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Action Taken Report(08/02/2024)

Sl No.	IQAC Resolution	Action Taken
1.	<b>Resolution:</b> Unanimously resolved that the Add-on / Certificate course co-ordinators would make proper exercise to view the progress of the concerned courses and would obtain necessary courses within due time	26 (twenty six) Add-on/ Certificate Courses will be conducted during April,2024 to June,2024andCourse Coordinators have taken necessary action for the completion of course within due time.

M. K. Saha  
Principal,  
Ghatal Rabindra Satabarsiki  
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Ref. No: GRSM/IQAC/M-2/2024

Date : 14.06.2024

**Notification of IQAC Meeting**

A meeting of the IQAC will be held on **21/06/2024** (Friday) at 02.00 pm in the seminar hall of our college to discuss the following agenda.

All are requested to attend the meeting positively.

*M. K. Das*

( Professor Dr. Mantu Kumar Das)  
 Principal  
 Ghatal Rabindra Satabarsiki Mahavidyalaya

*Principal,*  
**Ghatal Rabindra Satabarsiki**  
**Mahavidyalaya, Ghatal**

*K. Ghosh*

(Dr. Kaushik Ghosh)  
 IQAC Coordinator  
 Ghatal Rabindra Satabarsiki Mahavidyalaya

*Co-ordinator,*  
**IQAC**  
**Ghatal Rabindra Satabarsiki**  
**Mahavidyalaya**

**Agenda 1 :** Confirmation of the minutes of the meeting of IQAC held on 08.02.2024

**Agenda 2:** To consider the outcome of the Plan of Action for the Academic Year 2023-24.

**Agenda 3:** To consider the Action Taken Report on the Plan for Gender Sensitization for the Academic Year 2023-24.

**Agenda-4:** A discussion will be made on the preparation of upcoming academic calendar (2024-25).

**Agenda 5:** To discuss on the proposal of some new Add-on/Certificate courses to be commenced onwards July.

**Agenda-6:** To note and approve the completion of Orientation/Refresher/Short Term Course and FDP by Teachers.

**Agenda 7:** Discuss on Academic Extension and Cultural activities at Birsingha Bhagabati Vidyalaya situated at the holy birth place of Pandit Ishwar Chandra Vidyasagar.

**Agenda 8:** To consider the Action Taken Report on basis of student's feedback and satisfaction survey.

**Agenda 9:** Miscellaneous

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**Reference : GRSM/IQAC/M-2/2024**

**Date of meeting: 21/06 /2024, Time: 2.00 pm**

**Place of meeting: Seminar Hall**

**Members present in the meeting**

1. Professor (Dr.) Mantu Kumar Das, Chairman
2. Dr.Kaushik Ghosh, Coordinator
3. Mr. Gouri Sankar Bag
4. Dr. Biswapati Jana
5. Dr. Ashok Kr. Bandyopadhyay
6. Dr. Mrinmoy Guria
7. Mrs.Rumpa Chakraborty
8. Dr. Tapas Kumar Jana
9. Dr. Abinash Gayen
10. Mr. Ranajit Kumar Mandal
11. Mr. Priti Sankar Mukherjee
12. Mr. Sanat Kumar Hazra
13. Mr. Sujit Ghosh
14. Miss Rupa Chakraborty

**Resolution of the Meeting**

The meeting is presided over by the Principal Professor (Dr.) Mantu Kumar Das. The following resolutions are adopted in the meeting unanimously.

**Agenda-1:** Confirmation of the minutes of the meeting of IQAC held on 08.02.2024.

**Resolution-1:**Members present in the meeting have unanimously confirmed the minutes of the meeting, held on 07.02.2023.

**Agenda-2: To consider the outcome of the Plan of Action for the Academic Year 2023-24.**

**Resolution 2:** The outcome of the Plan of Action for the Academic Year 2023-24 is considered and approved. Following is the outcome of the Plan of Action:

Plan of Action	Outcome
<ul style="list-style-type: none"> <li>• Renovation and modification of Library reading Room.</li> <li>• Purchase of more computers, Laptops, LCD Projectors, Smart boards, Digital notice boards and Laser printers.</li> <li>• Setting of nameplates/signage</li> </ul>	<ul style="list-style-type: none"> <li>• Renovation and modification of Library reading Room from College fund.</li> <li>• Purchase of more computers, Laptops, LCD Projectors, Smart boards, Digital notice boards and Laser printers. from College Fund.</li> <li>• Setting of nameplates/signage for visually impaired persons completed.</li> <li>• Purchase and refilling of fire extinguishers from college fund.</li> </ul>

M. K. Das  
Principal, 21.6.24

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<ul style="list-style-type: none"> <li>• Purchase and refilling of fire extinguishers</li> <li>• Add on/Certificate Courses</li> <li>• Training/Faculty development Programme</li> <li>• Organization of mock tests and workshops</li> <li>• Intra and inter faculty exchange programmes.</li> <li>• Conduction of more community outreach programme</li> </ul>	<ul style="list-style-type: none"> <li>• Total 26 (twenty six) Add on Courses completed successfully.</li> <li>• Faculty development Programme on Mastering MS office, ERP and Website Essentials (16<sup>th</sup> - 30<sup>th</sup> March,2024)</li> <li>• Mock test related to various Govt. Job Examination and workshop/seminars on skill development and career counselling completed.</li> <li>• Conduction of some awareness programme, seminar representation, Special lecture etc in collaboration with other departments of the college or other colleges/institutions.</li> <li>• Keeping in view the social needs, the students have taken part in different community outreach programmes as it has also been stipulated in their course curriculum under NEP 2020. With the passage of time this programme has drawn the spontaneous attention of the students.</li> </ul>
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**Agenda-3: To consider the Action Taken Report on the Plan for Gender Sensitization for the Academic Year 2023-24.**

**Resolution 3:** The Action Taken Report of the Gender Sensitization for the Academic Year 2023-24 is considered and approved. Following is the outcome of the Plan of Action:

Plan for Gender Sensitization	Action taken
<ul style="list-style-type: none"> <li>• Seminar on Gender issues</li> <li>• Observation of Nutrition Week by NSS Units through poster presentation and interaction with students and staff on health and Hygiene.</li> </ul>	<ul style="list-style-type: none"> <li>• Seminar "Women Empowerment" organized on 29.02.2024. One day University level seminar on "Gender Justice Breaking Stereotypes &amp; Discriminations" organized on 26.06.2024</li> <li>• Nutrition Week observed (1-7<sup>th</sup> Sept.2023)</li> </ul>

M. N. S. M.  
21.6.24  
Principal,

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<ul style="list-style-type: none"> <li>• A Certificate course on Self Defence</li> <li>• Webinar on 'Intellectual Property Rights Awareness Programme</li> <li>• Health awareness/Health checkup camp</li> <li>• Entrepreneurship Opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• A Certificate Course on Self Defence is conducted by NSS in Collaboration with 'Tiger Karate Association'.(24-30<sup>th</sup> June, 2024)</li> <li>• Webinar on 'Intellectual Property Rights Awareness Programme' organized on 12.03.2024 in Collaboration with IPO, Kolkata.</li> <li>• Health checkup camp organized by NSS Units on 6th June,2024 at college campus.</li> <li>• Conduction of 5-Days (3<sup>rd</sup>-7<sup>th</sup> June,2024) Training Programme in Mushroom Cultivation for Women of Self-help group</li> <li>• Conduction of 4-Days (27<sup>th</sup>-30<sup>th</sup> May,2024) Training on Hydroponics</li> </ul>
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**Agenda-4:**A discussion will be made on the preparation of upcoming academic calendar (2024-25).

**Resolution-4:**Unanimously resolved that the academic calendar for the upcoming session (2024-25) will be prepared, keeping in view the University Academic Calendar.

**Agenda-5:** To discuss on the proposal of some new Add-on/Certificate courses to be commenced onwards July.

**Resolution-5:**Resolved that a few Add-on/Certificate courses to be introduced onwards July to boost the spirit of the learners in regard to the job orientation and career building.

**Agenda-6:** To note and approve the completion of Orientation/Refresher/Short Term Course and FDP by Teachers.

**Resolution-6:** It is noted that the following teachers attended the Orientation/Refresher/Short Term Course/ FDP and completed successfully.

Name of the Teacher	Course	Date of the Course	University/College/Institute of Higher Education (UGC-Sponsored)
Rumpa Chakraborty	Short term Course on Mental Health: Need of the Era	02.11.2023 to 08.11.2023	MMTTC (UGC-HRDC), University of Burdwan
Rumpa Chakraborty	Short term Course on E-Content Development and MOOCS	16.01.2024 To 22.01.2024	MMTTC (UGC-HRDC), University of Burdwan
Dibyendu Giri	NEP 2020 Orientation and Sensitization Programme	04.03.2024 to 14.03.2024	MMTTC(UGC-HRDC), Gujrat University
Sk. Rasid Mahammad <i>M. N. S. 21.6.24</i> Principal,	Short term course on	Feb-April, 2024	Swayam-NPTEL and IIT.



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	sports and performance nutrition	(8 week)	Madras
Sk. Rasid Mahammad	Short term course on introduction to exercise physiology and sports performance	Feb-April, 2024 (8 week)	Swayam-NPTEL and IIT, Madras

**Agenda 7:** Discuss on Academic Extension and Cultural activities at Birsingha Bhagabati Vidyalaya situated at the holy birth place of Pandit Ishwar Chandra Vidyasagar.

**Resolution 7:** A few faculty members belong to different branches of study went to that institution to take some special classes for the learners' enrichment and NSS units of this college conducted a cultural programme to cultivate the spirit of culture, already present in the great person named Pandit Ishwar Chandra Vidyasagar.

**Agenda 8:** To consider the Action Taken Report on basis of student's feedback and satisfaction survey.

**Resolution 8:** The Action Taken Report on basis of student's feedback and satisfaction survey for the Academic Year 2023-24 is considered and approved.

Issues identified from feedback	Action taken
<b>Improvement in Teachers' Communication</b>	Frequent discussion among the faculty members under the supervision of HOD has been undertaken to assign syllabus for respective semesters and at the same time, the students are well ahead being intimated to the topic to be taught in the forthcoming classes. It is a positive initiative from the part of the teachers to communicate the students of 1 <sup>st</sup> and 2 <sup>nd</sup> semesters (UG) through their vernacular language apart from English due to their Bengali medium background.
<b>Transparency in Assignment procedure</b>	To assess the learning ability of the students different fruitful steps have been undertaken such as seminar presentation, written examination (objective & MCQ), home assignments etc. To make these procedures transparent and viable, the teachers communicate the students providing them some needful instructions in regard to their preparation for the ensuing assessment.
<b>Expansion of Internship and Exchange Opportunities</b>	The college has signed MOU with neighbouring colleges through faculty exchange programme and sent the students for field visit and project work. It further organizes seminars and workshops with them. The college is planning to exchange a group of students for collaborating internship in NEP-2020 curriculum.
<b>Transparent Communication of Competencies and Outcomes</b>	At the advent of every semester, the teachers take the positive initiation to make the students familiar with the respective topics of their syllabus along with probable outcomes so that the learners would enhance their interest to the prospective study.
<b>Regular Mentor Follow-up</b>	The college has prepared an 'Academic Memoir' comprising different informations of individual students and distributed them through respective mentors who frequently communicate the students to provide them needful instructions so that they would prepare their

M. n. S. M.  
21.6.24

Principal,

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	project papers on respective subjects as those mentors also act as their project guides.
<b>Support in Overcoming Weaknesses</b>	The college has taken initiation to identify the weaker students through the departmental heads and instructed the faculty members to arrange remedial classes to overcome their weaknesses and assist them to take necessary preparation for their ensuing examination.
<b>Engagement in Quality Improvement</b>	<p>The college frequently inspires the faculty members to take part in various Refresher and Orientation Programmes and to promote their higher qualifications for quality development.</p> <p>The college has taken positive initiation to insist the students to go through different journals and reference books, already available in the central library so that they can enrich their subjective knowledge apart from so called notes reading. Along with these, the college has made a specific arrangement for organising special classes and a model assessment of some subjects like MDC, VAC and AEC keeping in view the University semester end written examination marks pattern so that the students are well ahead acquainted with ensuing examinations.</p>
<b>Encouragement in Extracurricular Activities</b>	Conventionally, the college observes Students' week in which number of students take part in various cultural and outreach programmes to encourage them for such extracurricular activities. Under NEP-2020, the students of UG (1 <sup>st</sup> &2 <sup>nd</sup> semester) have got an opportunity to extend their community service through different activities to improve their extracurricular skills.
<b>Inculcation of Employability Skills</b>	College is successfully running twenty-six (26) Add-On/Certificate Courses for skill development of the students. The college has already set up the MOU with O2 Academia, Kolkata, Rice Education, Kolkata and Anudip Foundation, Kolkata for Career Counselling and skill development. The College has also signed a MOU with Tata STRIVE. Through their rigorous skill development programmes, career counselling and mock tests, a few students have already employed in different sectors with their lucrative remuneration. In addition, the college has already signed Mou with two training providers, enlisted by 'Utkarsh Bangla', Paschim Banga Society for Skill Development (PBSSD) and they have promised to arrange different skill development programmes to enrich the student's employability.

**Agenda 9: Miscellaneous**

There is no issue raised on this agenda.

The meeting ends with a vote of thanks to all.

M.K. Das  
21.6.24

**Principal,**  
Ghatal Rabindra Satabarsiki  
Mahavidyalaya, Ghatal