



RAIDIGHI COLLEGE

(A NAAC Accredited College)

P.O. & P.S. -Raidighi, South 24 Parganas, Pin- 743383

Phone No. 9735340005

Website – www.raidighicollege.in

Email – principal.raidighi@gmail.com, raidighicollege95@gmail.com



Ref. No:

Date:

IQAC MEETING MINUTES

Meeting No.	IQAC Meetings	Participants
1	IQAC Meeting (1st Quarter) Date: 13 th September 2022 (Online)(2 P.M. to 5 P.M.)	Meeting 1: 15 Participants
2	IQAC Meeting (Special meeting on NAAC Orientation by Prof. Dr. Swapna Banerjee, Director, IQAC, University of Calcutta) Date: 20 th September 2022 (12 noon to 3 P.M.)	Meeting 2: 51 Participants
3	IQAC Meeting (Special meeting on Academic and Administrative future planning with a special deliberation from GB Govt. Nominee) Date: 4 th November, 2022 (3 P.M. to 5 P.M.)	Meeting 3: 39 Participants
4	IQAC Meeting (2nd Quarter) Date: 21 st November, 2022 (2 P.M. to 4.30 P.M.)	Meeting 4: 12 Participants
5	IQAC Meeting (3rd Quarter) Date: 6 th December, 2022 (2 P.M. to 4.30 P.M.)	Meeting 5: 15 Participants
6	IQAC Meeting (4th Quarter) Date: 28 th March, 2023 (12 noon to 2.30 P.M.)	Meeting 6: 12 Participants

Sisir Nathyee

Coordinator
IQAC
Raidighi College

Dr. Sasabindu Jana
(DR. SASABINDU JANA)
Principal, Raidighi College
PRINCIPAL
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Ref. No:

Date:

IQAC Meeting 1(1st Quarter)

13th September, 2022

(2 PM to 5 PM)

(Online due to natural calamities)

A meeting of IQAC was held on 13th September, 2022 from 2 pm in online mode (Google Meet). The Principal presided over the session.

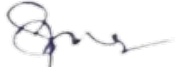
Agenda:

1. Preview of NAAC
2. AQAR (2021-22) preparation and our duties
3. Discussing students' progression to higher education and facilities available for them in the departments and the institute.
4. Data documentation: Our challenges.
5. Post-2016 infrastructural development in College.
6. 20th September 2022 - Programme organization in College
7. Miscellaneous.

Members Present:

1. Dr. Sasabindu Jana, Principal
2. Dr. Sisir Chatterjee (Coordinator)
3. Dr. Arunima Biswas (Jt. Coordinator)
4. Mr. Sanat Kr. Purkait
5. Dr. Suvankar Ghosh Roychowdhury
6. Ms. Rukshana Irani


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7. Dr. Amitava Moitra
8. Dr. Madhumita Majumder
9. Dr. Shakuntala Ghorai
10. Mr. Bidyut Saha (Invitee)
11. Mr. Asim Panda (Invitee)
12. Sri Saktipada Jana
13. Sri Utpal Dutta (Invitee)
14. Sri Barun Kanti Halder (Invitee)
15. Sri Paritosh Bar

Resolution adopted

The following points were discussed and the following resolutions were made.

1. The principal extended a warm welcome to the members at the inaugural meeting of the 2022-24 session, expressing contentment with the collaborative efforts of the members throughout the college's development.
2. Dr. Sisir Chatterjee, Coordinator of the IQAC, delved into the post-COVID context of the current IQAC, providing details on the programs executed, anticipated, and recommended by IQAC 2021-22. These initiatives encompass the preparation for the NAAC 2nd Cycle and the sustainable enhancement of the college's academic, financial, and administrative processes. He conveyed optimism about continuing such endeavours with increased adherence to timelines and a more objective approach in the future.
3. Dr. Arunima Biswas, Joint Coordinator of the IQAC, provided insights into Raidighi College's NAAC affiliation status for the 1st Cycle until December 31, 2022. She detailed the schedule for submitting SSR and IIQA and elucidated the norms for data documentation, highlighting challenges associated with the NAAC scoring system. The resolution was made to have all sub-committees review outstanding tasks and implement them by December 31, 2022.
4. IQAC will ensure the earliest and transparent mechanism of all pending (teachers') promotional cases and the IQAC coordinator will meet the incumbent teachers with necessary guidelines as early as possible to address their queries and confusions as per the advice of Dr. Sudhin Sinha, TCS.
5. IQAC shared its concern about the mechanism of the college data entry system and associated challenges in coordination. As per the recommendation of Sri Saktipada Jana, Head Clerk, IQAC recommended the requirements in office to the College Governing Body for earliest action.
6. Both Dr. Suvankar Ghosh Roychowdhury and Dr. Amitava Moitra provided updates on the AQAR (Annual Quality Assurance Report) for 2021-22, noting that it is currently in progress. The meeting decided that the AQAR would be submitted by December 2022, depending upon everything aligning with the established norms. The IQAC coordination requested Principal Dr. Sasabindu Jana to promptly prepare the Financial Audit Report for 2021-22. Several commitments and policies related to AQAR remain unverified due to the pending Audit report for 2021-22.


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7. Mr. Sanat Kr. Purkait analysed the final year results published in August 2022 and elaborated on the challenges of post-COVID offline classes due to a lack of teachers and proper infrastructure. The members asked the Principal to make a decision at the next Governing Body meeting on the recruitment of new guest teachers and the construction of a new building under Integrated Campus Planning.
8. As per the observation of Dr. Madhumita Majumder and Ms. Rukshana Irani, IQAC recommended immediate new construction of Girl Students' toilets and as well as teachers' toilets as an emergency task.
9. IQAC discussed all issues related to the arrangement of the lecture by Dr. Swapna Banerjee, Director, IQAC, CU and it is resolved that Dr. Arunima Biswas and Mr. Bidyut Saha will coordinate the program and organize the event as per the discussion to be held on 20th September, 2022

The meeting ended with a vote of thanks.

Sisir Majumder

Coordinator
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Dr. Sasabindu Jana

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Ref. No:

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IQAC Meeting 2

20th September, 2022

(12 noon to 3 PM)

A special meeting of IQAC was held on 20th September, 2022 from 12 noon at Smart Class Room(2nd Floor, Swami Vivekananda Bhawan). The Principal presided over the session.

Agenda:

1. Orientation and SWOT Analysis of Raidighi College before 2nd Cycle NAAC by Dr. Swapna Banerjee, Director, IQAC, University of Calcutta

Members Present:

- | | | |
|---|-------------------------------|-------------------------------|
| 1. Dr. Sasabindu Jana, Principal | 18. Mr. Dibbyendu Saha | 36. Mr. Debanjan Pandit |
| 2. Dr. Sisir Chatterjee (Coordinator) | 19. Mr. Sital Sing | 37. Mr. Durbadal Barman |
| 3. Dr. Arunima Biswas (Jt. Coordinator) | 20. Dr. Jahan Ali Purkait | 38. Mrs. Shakuntala Ghosh |
| 4. Dr. Sudhin Sinha | 21. Mr. Barun Halder | 39. Mr. Prabir Sahoo |
| 5. Mr. Sanat Kr. Purkait | 22. Mr. Swarup Purkait | 40. Mrs. Sharbani Halder |
| 6. Dr. Amitava Moitra | 23. Mr. Asim Panda | 41. Mrs. Bularani Mondal |
| 7. Ms. Rukshana Irani | 24. Mr. Gourhari Mondal | 42. Mr. Moloy Mandal |
| 8. Dr. Suvankar Ghosh Roychowdhury | 25. Mrs. Begum Naziya Sultana | 43. Mr. Joydeb Roy |
| 9. Mr. Uttam Roy Mondal | 26. Mr. Rames Chandra Das | 44. Mrs. Atasi Mallick Mondal |
| 10. Dr. Manab Kanti Baidya | 27. Mr. Goutam Baidya | 45. Mr. Sankar Kr. Santra |
| 11. Prof. Suprity Sarkar | 28. Mr. Surajit Khan | 46. Mr. Bidyut Saha |
| 12. Dr. Shakuntala Ghorai | 29. Mr. Arindam Bhattacharya | 47. Sri Saktipada Jana |
| 13. Dr. Madhumita Majumder | 30. Ms. Sonali Basu | 48. Sri Utpal Dutta |
| 14. Dr. Arvinda Shaw | 31. Mr. Santi Baidya | 49. Sri Manturam Purkait |
| 15. Mr. Debashis Biswas | 32. Smt. Srabanti Kundu | 50. Sri Indranarayan Bhadra |
| 16. Mr. Pintu Mondal | 33. Mr. Hamidur Rahaman | 51. Sri Paritosh Bar |
| 17. Dr. Payel Ghosh | 34. Ms. Sharmila Roy | |
| | 35. Mr. Abul Kashem | |

After confirming the proceedings of the last meeting of the last session, the single agenda of the present meeting was discussed in detail.

Sisir Chatterjee
Coordinator
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1. Raidighi College must continue to prepare for the 2nd Cycle of NAAC evaluation in the coming session 2023-24 as early as possible. IQAC is looking forward to further notification as well as modification from the NAAC and both the Governments, Central and State regarding the schedule of NAAC visits in this post-pandemic period. IQAC welcomed all the impressive suggestions and observations delivered by Dr. Swapna Banerjee, Director, IQAC, University of Calcutta in the present scenario. We also agreed with her opinion about more systematic and pre-planned time-bound development programmes after the appraisal of our departmental SWOT Analysis. The IQAC is well-informed about the evolving practices of NAAC and is ready to prepare itself to collaborate with the parent institution i.e., the University of Calcutta, for additional comprehensive initiatives. The IQAC expressed gratitude to the Director of the University of Calcutta's IQAC for her visit to our departmental and sectional infrastructure, as well as for her encouraging words directed at our teaching and non-teaching staff.

The meeting ended with a vote of thanks.

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IQAC Meeting 3

4th November, 2022

(3 PM to 5 PM)

A special meeting of IQAC took place on 4th November, 2022 from 3 PM at Conference Hall (1st Floor, AJC Bose Building). The Principal presided over the session.

Agenda:

1. Academic review and planning.
2. Review of IQAC programs, the role of Sub-committees and future plans in contemporary scenarios.
3. Miscellaneous.

Members Present:

1. Dr. Sasabindu Jana, Principal
2. Dr. Sisir Chatterjee (Coordinator)
3. Dr. Arunima Biswas (Jt. Coordinator)
4. Mr. Sanat Kr. Purkait
5. Dr. Amitava Moitra
6. Ms. Rukshana Irani
7. Dr. Suvankar Ghosh Roychowdhury
8. Mr. Uttam Roy Mondal
9. Dr. Shakuntala Ghorai
10. Dr. Madhumita Majumder
11. Dr. Arvinda Shaw
12. Dr. Jahan Ali Purkait
13. Mr. Debashis Biswas
14. Dr. Manab Kanti Baidya
15. Dr. Debasree Saha
16. Dr. Payel Ghosh
17. Mr. Dibbyendu Saha
18. Dr. Sabita Soren
19. Mr. Santi Baidya
20. Mr. Hamidur Rahaman
21. Mr. Swarup Purkait
22. Mr. Mology Mandal
23. Mrs. Shakuntala Ghosh
24. Mr. Swadhin Banerjee
25. Mr. Rames Chanda Das
26. Mr. Asim Panda
27. Mr. Goutam Baidya
28. Mr. Abul Kashem
29. Mr. Prabir Sahoo
30. Mr. Arindam Bhattacharya
31. Ms. Sonali Basu
32. Mr. Debanjan Pandit
33. Mr. Joydeb Roy
34. Mr. Ashraful Alam
35. Mr. Chanchal Das
36. Mr. Bidyut Saha
37. Mr. Manturam Purkait
38. Mr. Saktipada Jana
39. Paritosh Bar

In a meeting convened specifically in response to the Government Nominee's requisites, Raidighi College extensively discussed two major points. The following resolutions were reached:


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1. Principal Dr. Sasabindu Jana presented an updated overview of the College authority's perspectives to the extended IQAC assembly, emphasizing the institution's ongoing student-centric teaching practices. He expressed concerns regarding the campus culture and detailed the Governing Body's special initiative to foster a more dynamic campus environment. Following this, Mr. Sankar Halder, the State Government Nominee in the College Governing Body, shared his expectations for staff development and future plans. The assembly acknowledged his perspective, as well as the associated suggestions from IQAC members. It was resolved that the Governing Body would deliberate on these observations in the near future, working collaboratively with sub-committees and the IQAC.
2. IQAC emphasized their collaborative approach to the development proposals as perceived by representatives from the Governing Body. Emphasizing that development is an ongoing process contingent on mutual respect, faith, and understanding, IQAC advised the college authority to ensure overall transparency in academic, administrative, and financial practices. Such transparency is crucial for fostering a respectful and motivating symbiotic working atmosphere within the college. IQAC acknowledged that achieving a proper academic system is currently challenging due to infrastructural limitations such as buildings, benches, student amenities, and, most importantly, an insufficient number of teachers. Consequently, IQAC suggested a gradual but steady upliftment of academic and administrative aspects of the college with a realistic understanding. The statement highlighted that external ideas or externally hired programs may not be suitable for our college ecosystem in a generalized application.

IQAC emphatically advocated for increased interactions with our students, especially in the early semesters, with the aim of identifying and addressing potential dropouts. This recommendation stems from the lingering effects of the COVID lockdown, which persisted even after the 2021-22 session. Additionally, IQAC emphasized the need for a more dynamic teaching-learning system to adapt to the challenges posed by the prolonged impact of the pandemic.

IQAC also advised the college authority for the reciprocal policy and proper documentation for the justification of the recommendation of Sub. Committees in the context of 2nd Cycle NAAC preparation in the coming session.

It is also resolved that the Governing Body will discuss the preparation and arrangements of 2nd Cycle NAAC with IQAC for early implementation of their previous proposals.


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The meeting ended by thanking the chair and especially Mr. Sankar Halder, Government Nominee, Raidighi College and Dr. Alope Jaldata, respected MLA, Ridighi A.C. for their enthusiastic and benevolent approaches.

Sisir Nathjya
Coordinator
IQ AC
Raidighi College

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(DR. SASABINDU JANA)
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Ref. No.:

Date:

IQAC Meeting 4 (2nd Quarter)

21st November, 2022

(2 P.M. to 4.30 P.M.)

A meeting of IQAC (2nd Quarter) was held on 21st November, 2022 from 2 P.M. at IQAC Room (1st Floor, AJC Bose Building). The Principal Dr. Sasabindu Jana presided over the session.

Agenda:

1. To confirm the resolution of the last meeting.
2. Confirmation of the 2nd Cycle NAAC schedule.
3. AQAR 2021-22 preparation and submission Schedule.
4. Visit of Swami Shastrajanandaji Maharaj in Raidighi College on 1st December, 2022 and the related preparation needed.

Members Present:

1. Dr. Sasabindu Jana, Principal
2. Dr. Sisir Chatterjee (Coordinator)
3. Dr. Arunima Biswas (Jt. Coordinator)
4. Dr. Sudhin Sinha
5. Dr. Amitava Moitra
6. Mr. Sanat Kr. Purkait
7. Dr. Suvankar Ghosh Roychowdhury
8. Ms. Rukshana Irani
9. Dr. Shakuntala Ghorai
10. Dr. Madhumita Majumder

Sisir Chatterjee
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11. Sri Saktipada Jana


12. Mr. Paritosh Bar

Resolution adopted

It is resolved that:

1. Principal Dr. Sasabindu Jana, Dr. Arunima Biswas, Convener of the NAAC Steering Committee, and Dr. Sisir Chatterjee, IQAC Coordinator, will collaborate with the Education Directorate, Government of West Bengal, to address the recent observations made by NAAC regarding the A&A system and associated policies of the Government of West Bengal. The college is currently awaiting the comprehensive submission of AQAR for 2021-22 and is in the process of preparing half of the SSR from 2018-19 to 2022-23. This will be the basis for the next-level communication to NAAC along with the IQA.
2. A crucial orientation program is scheduled for both the teaching and non-teaching staff of Raidighi College to address the evolving landscape of NAAC. Swami Shastrajanandaji, Secretary of Ramakrishna Mission Saradapitha and Member Advisor of NAAC, will engage with all stakeholders on December 1, 2022. Following this session, we will finalize our future NAAC-related programs based on the insights and guidance provided.
3. The suggestions and viewpoints put forth by the IQAC members are scheduled for discussion in the upcoming Governing Body meeting, in accordance with the assurances given by both the Principal and the State Government Nominee, Sri Sankar Halder, in the previous meeting held on November 4th. The focus will particularly be on the proposed development initiatives, orientation programs, and budgetary requirements.
4. IQAC thanked Mr. Gourhari Mondal, Education Department for his outstanding contribution to the academic development of the college for the last three decades. IQAC also obliged Sri Utpal Dutta, Accountant and ex-IQAC member of the college for his committed services to the college from 1997 to 2022.
5. IQAC again expressed deep concern about the status of pending financial audits since 2019-20 and unresolved cases of UGC's fund in college development from 2007. IQAC expected much more intensive and proper


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coordination from the Financial Committee and UGC Committee to resolve the issues within the stipulated time.

6. IQAC has advised the prompt creation of the College Stock Register at both central and departmental levels. Additionally, the completion of the library accession system, aligned with the guidelines provided by the expert committee that visited the library in September 2022, is strongly recommended. IQAC has urged the Academic Committee and Library Sub-Committee to urgently review the situation and take appropriate actions accordingly.
7. Dr. Sasabindu Jana, the Principal, delved into the current challenges posed by NAAC and discussed the administrative perspectives of both the State Government and institutional authorities. He outlined the current understanding of the Governing Body on these matters. Dr. Jana noted that, as of now, no financial assistance has been received for the construction of the new building, which is crucial for the future academic landscape. Despite this, he remains optimistic about securing support from various government sources. The Principal also provided insights into the status of various audit works, including Academic, Administrative, Financial, Green, and Gender audits, along with the corresponding update plan by the State Government Mentor Group on NAAC.

IQAC appreciated the initiatives and requested Principal Sir for immediate completion of pending works like the Girls' Toilets, Central Computer Center, Medicinal Plant Garden, Language Lab, History Museum, Teachers' room and Office room including the Principal's room modification, Seminar Hall, Canteen and other students' amenities like multi-dimensional common room and sports facilities.

The meeting ended by thanking the chair.


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Ref. No.:

Date:

IQAC Meeting 5 (3rd Quarter)

6th December, 2022

(2 P.M. to 4.30 P.M.)

A meeting of IQAC took place on 6th December, 2022 from 2 P.M. at IQAC Room (1st Floor, AJC Bose Building). The Principal presided over the session.

Agenda:

1. To confirm the resolution of the last meeting.
2. Confirmation of IQAC recommendation (for Governing Body Approval).
3. Approval of AQAR 2021-22 and SSR coordination team.
4. CAS associated coordination status.
5. Miscellaneous.

Members Present:

1. Dr. Sasabindu Jana, Principal
2. Dr. Sisir Chatterjee (Coordinator)
3. Dr. Arunima Biswas (Jt. Coordinator)
4. Dr. Sudhin Sinha
5. Mr. Sanat Kr. Purkait
6. Ms. Rukshana Irani
7. Dr. Madhumita Majumder


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8. Dr. Shakuntala Ghorai
9. Dr. Suvankar Ghosh Roychowdhury
10. Dr. Amitava Moitra
11. Dr. Payel Ghosh, NIRF Nodal Officer (Invitee)
12. Mr. Bidyut Saha (Invitee)
13. Mr. Manturam Purkait (Invitee)
14. Sri Saktipada Jana
15. Mr. Paritosh Bar

Resolution adopted

It is resolved that:

1. All departmental teachers and the office will study relevant NIRF and AISHE guidelines and prepare themselves for necessary assistance to NIRF Nodal Officer Dr. Payel Ghosh and AISHE Nodal Officer Dr. Arunima Biswas.
2. Dr. Sasabindu Jana, the Principal, will take charge of coordinating the collection and compilation of necessary information, aligning with the suggestions and guidelines provided by the DPI sectional in charge of the Government of West Bengal for the NAAC evaluation system.
3. The submission of AQAR 2021-22 will be timely, adhering to UGC-NAAC guidelines. The Principal will oversee the coordination with internal auditors to ensure early preparation and certification of the audited report for AQAR.
4. Dr. Sisir Chatterjee and Ms. Rukshana Irani will participate in mentoring workshop on NAAC Accreditation for colleges of South 24 Pgs in coming 9th January, 2023, Monday, as per schedule.
5. The IQAC has proposed the approval of AQAR and SSR Preparatory Team to the Governing Body, as endorsed by Dr. Arunima Biswas, Convener of the NAAC Steering Committee. The IQAC appreciates the

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Governing Body's efforts to authorize various policy documents developed by relevant sub-committees and expresses gratitude to Sri Sanat Kr. Purkait for ensuring proper arrangements and communication.

6. The IQAC expressed gratitude to both teaching and non-teaching members, acknowledging their coordination and mutual cooperation in ensuring the seamless implementation of CAS procedures in accordance with the norms set by DPI, Government of West Bengal. The IQAC extended best wishes to those undergoing the next level of promotion and pursuing academic advancements. Additionally, the IQAC conveyed thanks to Sri Sanat Kr. Purkait for efficiently coordinating the update of Service Books and Leave Register for all teaching and non-teaching staff during the contemporary period.
7. IQAC welcomed the arrangements and initiatives of the Examination Committee of Raidighi College for the upcoming University level odd semester examination and requested the Campus Development and Maintenance Committee to justify the requirements of overall basic amenities like drinking water, electricity, sanitation, canteen etc. accordingly.
8. It has been decided that the 2nd-year Annual Prize Distribution Ceremony for students who achieved ranks in the University of Calcutta Exams in 2022 (Humanities and Science), Best Sports Personalities (Male and Female) 2021-22, Green Volunteers (Male and Female) 2021-22, and any other awardees will be organized on the day of the college Nabin Baran/Social after the completion of the current odd semester examinations in 2022-23 within the stipulated period. Dr. Sisir Chatterjee, the IQAC Coordinator, will coordinate all arrangements following the previous year's guidelines under the guidance of Principal Dr. Sasabindu Jana. The esteemed chief guest for the event will be Dr. Alope Jaldata, MLA, Raidighi. The meeting ended by thanking the chair.

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Ref. No.:

Date:

IQAC Meeting 6 (4th Quarter)

28th March, 2023

(12 noon to 2.30 P.M.)

A meeting was arranged by IQAC on 28th March, 2023 from 12 noon at IQAC Room (1st Floor, AJC Bose Building), Raidighi College. The Principal presided over the session.

Agenda:

1. To confirm the resolution of the previous meeting.
2. Preparation and submission schedule of AQAR 2021-22 and SSR 2018-19 to 2022-23.
3. Review of infrastructural and academic challenges before the session 2023-24 and a preview of NEP-2020 related challenges in the 4 years degree course system.
4. Miscellaneous.

Members Present:

1. Dr. Sasabindu Jana, Principal
2. Dr. Sisir Chatterjee (Coordinator)
3. Dr. Arunima Biswas (Jt. Coordinator)
4. Mr. Sanat Kr. Purkait
5. Ms. Rukshana Irani
6. Dr. Madhumita Majumder
7. Dr. Shakuntala Ghorai
8. Dr. Suvankar Ghosh Roychowdhury

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9. Dr. Amitava Moitra
10. Prof. Bidyut Saha (Invitee)
11. Sri Saktipada Jana
12. Mr. Paritosh Bar

Resolution adopted

It is resolved that:

1. The IQAC will incorporate the insights and experiences gained during the 2022-23 session to provide a concise overview of decisions. The commendable performance of the IQAC in navigating the challenges of the post-COVID pandemic era was acknowledged across all sections of the college. There is an emphasis on reinforcing coordination and teamwork for greater success in the upcoming session of 2023-24. The IQAC anticipates a more supportive and consistent response from the College Governing Body in terms of actions taken.
2. IQAC analyzed the views of all sections of the college including IQAC members on the NAAC visit (2nd Cycle) to be held in 2023-24. The IQAC acknowledges the sentiments expressed by Principal Dr. Sasabindu Jana, emphasizing that the college will strictly adhere to the authentic path of the NAAC A&A system. Dr. Jana assures that the college is committed to achieving a fair assessment based on the true merits of its performance, without resorting to any shortcuts, hiring professional agents, or engaging in fraudulent practices to secure a specific grade such as A or A+. He underscores the importance of a genuine evaluation and notes that the college may attain a score reflective of its actual standing, whether it be B or C, depending on the circumstances. The College is prepared to accept the outcome without placing blame on any teaching or non-teaching staff. Dr. Jana appeals to all IQAC members to unite with a singular focus on organizing the SSR transparently and expresses readiness to face the consequences, whatever they may be.
3. IQAC shared its concern again and again for the pending financial audits as well as UGC's unresolved financial issues with the College. IQAC requested Principal Dr. Jana and other concerned Governing Body


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members to take immediate solution/action in this regard. All these issues should be resolved before the submission of AQAR 2021-22 and SSR (2018-19 to 2022-23) as well as DVV of 2nd Cycle NAAC.

4. The IQAC has urged Principal Dr. Jana to promptly communicate the matter concerning the ownership of land, building, and infrastructural development of Swami Vivekananda Bhawan to the Governing Body. This is to ensure that appropriate legal and administrative arrangements are made swiftly, aligning with the college's achievements and developments, in preparation for the 2nd Cycle NAAC assessment.
5. The IQAC expressed appreciation for the commendable initiatives undertaken by the Sub-Committees, Special Cells, and departments, especially the self-orientation activities aimed at adopting and generating knowledge about NEP-2020 and the newly introduced four-year degree course starting from the 2023-24 session, which brings new challenges and demands. The college authority perceives this as a 'New Challenging' endeavour, with the goal of better serving the students. The IQAC eagerly awaits observations and guidelines from the Governing Body to ensure the proper implementation of the four-year degree course. This includes the provision of justified infrastructure and an adequate number of teachers as per the requirements, fostering true academic sustainability at Raidighi College.
6. IQAC appreciates successful running of Certificate courses and training workshop and significant impact on our students. All the courses will continue in coming 2023-24 as per availability of students in different courses. We will also consider future scope of Certificate courses as per requirements.

The meeting ended by thanking the chair.

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IQAC ACTIONS TAKEN REPORT 2022-23

PLAN OF ACTION	ACHIEVEMENT/ OUTCOME
<ul style="list-style-type: none">Adaptation of post-COVID academic and administrative arrangements as per the guidelines of central and state governments and University of Calcutta.	<ul style="list-style-type: none">✓ The College has successfully arranged post-COVID even semesters exams as per the decisions of University of Calcutta syndicate (dated 3rd June, 2022) and associated academic arrangements as per the guidelines of Government of West Bengal and UGC to maintain safe and healthy COVID free Raidighi College campus.
<ul style="list-style-type: none">Regularization of odd semesters classes in campus and proper functioning of academic supportive system.	<ul style="list-style-type: none">✓ As per the advice of IQAC the newly elected Teachers' Council has decided on 17th June, 2022 to continue classroom interactions with the physical presence of students maintaining standing protocol of safety and encourage all the concerned with community awareness message. From 8th August, 2022 College Academic activities are as normal as pre-COVID scenario.
<ul style="list-style-type: none">IQAC planned to start reorientation and modernization of College Library	<ul style="list-style-type: none">✓ Restoration of upgraded infrastructural facilities, students' services were started by College according to the expert committee report given by 3 members visiting team on 16th September, 2022 led by Prof Sabuj Kumar Chaudhuri, HOD, DLIS, University of Calcutta.
<ul style="list-style-type: none">IQAC planned to organize two holistic orientation program and SWOT analysis before 2nd Cycle of NAAC in 2023-24 session.	<ul style="list-style-type: none">✓ IQAC has successfully organized two very important and impressive Workshops and interactions with two eminent expertise working with UGC-NAAC; first one was Prof Swapna Banerjee, Director, IQAC, University of Calcutta on 20th September, 2022 and Swami Shastrajnananda, NAAC advisory Committee

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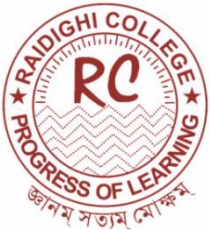
	member and Secretary, Ramkrishna Mission Saradapitha, Belur on 1st December, 2022.
<ul style="list-style-type: none">IQAC planned to organize its annual AJC Bose Lecture, 2022-23 and inaugurate statue of Pandit Iswar Chandra Vidyasagar as Homage on His bicentennial birth anniversary.	<ul style="list-style-type: none">✓ Dr Debiprosad Duari, Director, Institute of Astronomy, Space and Earth Science has delivered 2022-23 Raidighi College Annual AJC Bose Memorial Lecture on 26th September, 2022 and Vidyasagar's Statue was also inaugurated by him in front of college Library. Hundreds of students, teachers, Non-teaching and local people were present at the ceremony.
<ul style="list-style-type: none">IQAC planned for an integrated workshop with other colleges and West Bengal Higher Education Council to organize a pathway for next level of NAAC A& A under new modalities.	<ul style="list-style-type: none">✓ Raidighi College and six other higher educational institutions has successfully organized 7 days workshops with the coordination of West Bengal Higher Education Council from 19th to 26th September, 2022 at Asanna Bhawan, Kolkata to refresh our thoughts and practices as per the dynamic changes as delivered by NAAC.
<ul style="list-style-type: none">Following the urgent requirements from College Governing Body IQAC planned to organize proposals and budget demands of all sub committees (Emergency Plan)	<ul style="list-style-type: none">✓ As per the urgent requirements from College Governing Body, IQAC has finalized specific proposals on academic, administrative and financial conduction and upgradation of Raidighi College following a series of interactions from 4th November, 2022 to 21st November, 2022 with various sub committees and recommendations were forward to Governing Body through College Principal.
<ul style="list-style-type: none">Submission of AISHE as per the understanding of ME, Government of India.	<ul style="list-style-type: none">✓ College has successfully submitted AISHE on 19th January, 2023 under the able coordination of AISHE Nodal Coordination Committee headed by Dr Arunima Biswas.
<ul style="list-style-type: none">IQAC planned to participate in NIRF 2023	<ul style="list-style-type: none">✓ College has successfully submitted NIRF documents on 6th January, 2023 under the able

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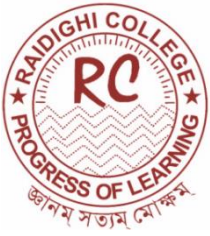
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	coordination of NIRF Nodal Steering Committee headed by Dr Payel Ghosh.
<ul style="list-style-type: none">IQAC planned to continue feedback system for all stakeholders like students, teachers, alumni, guardians for syllabus orientation and overall understanding	✓ Due to COVID pandemic lockdown there was a limited scope for direct contact in 2021-22 but in 2022-23 we are hopefully done better and still encouraging our students and other stakeholders for thoughtful response in this regard. It will take some more time to accustom with practice after a long psychological and functional gap.
<ul style="list-style-type: none">Promotional guidance to incumbent teachers and assistance for post-retirement benefits of teaching and non-teaching staff.	✓ Promotional papers of Dr Shakuntala Ghorai, Dr Madhumita Majumdar, Mr. Sanat Kumar Purkait, Dr Arvinda Shaw, Dr Payel Ghosh, Dr Amitava Moitra, Dr Suvankar Ghosh Roy Chowdhury, Mr Debashis Biswas were verified and completed all the procedures as per norms and submitted to West Bengal Education Directorate for necessary approval. Papers of Dr Sudhin Sinha of History, Dr Manab Kanti Baidya of Bengali, Dr Jahan Ali Purkait of History and Dr Hamid Iqbal of Political Science and Sri Barun Halder, Librarian are under process of next level promotion at the end of the session. IQAC is also monitored the post-retirement paper submission of Sri Gourhari Mandal, Education and Sri Utpal Dutta, Accountant and many others under process for promotional as well as retirement benefits.
<ul style="list-style-type: none">Environment Awareness Programs and Green Audit	✓ IQAC supported all the environmental awareness and sustainability programs, messages organized by Green Club under the able leadership of Dr Madhumita Majumdar, IQAC member. We are successfully completed our Green Audit for the Session 2022-23. We are presently working with Human Wave NGO, Hooghly (for 2022-25 as per MoU on 31st May, 2022) to ensure our College and surrounding plastic free with the help of our students and other community people. Raidighi

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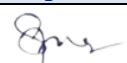


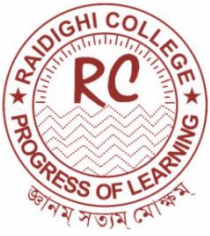
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	College Botany Department are now restored our medicinal plant garden after series of cyclonic disasters. For the first time IQAC awarded best male and female Green volunteers from our Green family. Except these there were series of awareness and motivational programs like photography competitions for students (open) on International Forest Day,21st March,2023 etc.
<ul style="list-style-type: none">Working with the plans and understanding as per the decisions of West Bengal Government NAAC Mentor Group	✓ IQAC of Raidighi College is officially coordinating with the West Bengal Government NAAC Mentor Group, South 24 Parganas from 3rd January, 2023.
<ul style="list-style-type: none">Gender Awareness Practices and Audit	✓ IQAC is always committed for gender equity and girl students' supportive programs. Our college is one of the successful college to achieve 'Kanyashree ' financial support scheme by Government of West Bengal to reach maximum number of students. As per the decisions of Women's Cell on 13th February, 2023 Gender Audit was organized considering the observations of IQAC and they also acknowledged the construction of new ladies toilets for girl students started from 4th February, 2023.
<ul style="list-style-type: none">Orientation on NEP and newly introduced 4 years degree course program and celebrations of India's Presidency in G20	✓ IQAC discussed the forms and implementation of NEP and newly introduced 4 years degree course preparation in almost all the IQAC meeting as subsequent subcommittee meetings in various angles as per the guidelines of UGC and DPI, Government of West Bengal from September, 2022 to February, 2023. IQAC is also happily shared the success of India's Presidency on G20 and its global impact to its stakeholders.
<ul style="list-style-type: none">Memorandum of Understanding with different Colleges and organizations	✓ IQAC is very much successful to organize new MoU and associated cooperative arrangements


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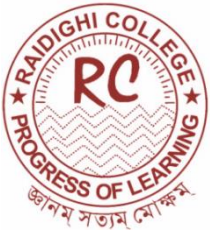
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	<p>with various Higher Educational Institutions like Narendrapur Ramkrishna Mission Residential College (on December, 2022), Budge Budge College (on April,2023) and continued old Academic cooperation with K.K. Das College, Kolkata, Maheshtala College, South 24 Parganas, Dinabandhu Andrews College, Kolkata, D.C. Halder College, South 24 Parganas etc for sharing plan of development and needful accessibility.</p>
<ul style="list-style-type: none">• Special initiatives for career-oriented guidance, empowerment and placement opportunities	<p>✓ This is the special drive of IQAC after post pandemic economic challenges in various layers of our society. Our Placement Cell under the able leadership of Dr Arunima Biswas also Convenor, NAAC Steering Committee organised the entire ecosystem in two parts. One is counselling of students and their families to overcome social taboos about quality of employment and the present challenges. It was slow but gradually progressive achievements because it is the hardest part of a rural College. Secondly, we organized few vocational courses collaboratively with Narendrapur Ramkrishna Mission Lokshiksha Parishad for both male and female students at the late 2022-23 session because of several hardships in this semester system. We are looking forward for better results in 2023-24.</p>
<ul style="list-style-type: none">• IQAC resolved to support and assist various Departmental programs, NSS activities, Day Observations, Seminars and Webinars by sub committees including Alumni Association organizing Committee throughout the entire Academic Year.	<p>✓ There were various Academic seminars, social message dissemination seminars and Day Observations supported and collaborated by IQAC in offline mode and very few in online mode from June 1, 2022 to May 31, 2023. Very memorable 1st Annual General Meeting of Alumni Organising Committee was held on 18th December, 2022 with the warmth participation of nearly 200 ex-students and staff.</p>

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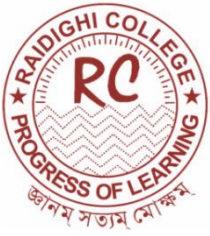
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✓ On 11th September, 2022 Our Food and Nutrition Department organised a workshop in nearby Krishnachandrapur High School to observe National Nutrition Month with local school going youths for more vibrant community message. Our 'Microbiology department organized Microbiology Literacy and Outreach Program' in collaboration with Microbiologists Society, India on 22nd September, 2022 for more awareness among students guardians and community after COVID challenges. On 20th December, 2022 Minority Welfare Cell of Raidighi College observed Minority Rights Day to share the legal and administrative scope and challenges of minority students in Higher Education. Special initiative was taken by College to observe Students Week from 2nd to 7th January, 2023 as per the order of West Bengal Government. Our NSS Unit 1 and 2 collectively organized Vivek-Yapan program on 9th January, 2023 to observe the 160th Birth Anniversary of Swami Vivekananda. Swami Ishteshanada, the Headmaster of Ramakrishna Mission Vidyalaya, Narendrapur was the esteemed speaker on the occasion. The Bengali Department observed bicentennial of prolific Poet Michael Madhusudan Dutta on 25th January, 2023 and on the same day Political Science Department observed National Voters Day to encourage students for citizens' rights. Raidighi College Geography students participated in National Level Namami Gange Project in Jadavpur University in 15th March, 2023 as our representatives. National Science Day, 28th February, 2023 was celebrated by Department of Chemistry and Zoology with very impressive Poster Competition for students. Department of Microbiology observed 8th March, 2023 International Women's Day on 'Gut Microbes and Women Health'. International Forest Day, 21st March, 2023 observed by Botany Department through plantation in college medicinal plant garden. On 11th April, 2023 World


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	<p>Health Day was observed by Food and Nutrition Department encouraging students to share their ideas for healthy living, 'Health for All-2023'. On 29th April, 2023 College Placement Cell and Microbiology department collectively organized an online lecture on 'Career scope in Bioscience', collaboration with MSI and lecture delivered by their respected President Prof A. Deshmukh. On 16th May, 2023, the Cultural Subcommittee with the assistance of IQAC organized the Annual Prize Distribution and a Cultural Event to commemorate the foundation day of the college. Raidighi College completed its 28th year on this day. On 30th May, 2023, the annual cultural event – the college social, along with Navin Baran, was organized successfully.</p>
<ul style="list-style-type: none">• Appeal for philanthropic support particularly for students' amenities	<ul style="list-style-type: none">✓ The esteemed business house P.C Chandra group of Kolkata donated Rs 99000 for drinking water facilities and several interactions are still going on particularly for Canteen and Common Room facilities.
<ul style="list-style-type: none">• Submission of AQAR 2021-22 as per UGC NAAC Guidelines and preparation of SSR from 2018-19 to 2022-23 period.	<ul style="list-style-type: none">✓ AQAR 2021-22 was successfully submitted on 01.07.2023, as per UGC NAAC Guidelines. The college is simultaneously preparing itself to compose the SSR for the period from 2018-19 to 2022-23.

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