



INTERNAL QUALITY ASSURANCE CELL (IQAC)

University of North Bengal, Darjeeling – 734013

Date: 28th July, 2012

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Proceedings of the 3rd meeting of IQAC, North Bengal University dt. 28/07/2012 at 3 pm.

Members present:

1. The Vice-Chancellor (in the chair)
2. Prof. B. N. Srivastava (member)
3. Prof. Debabrata Mitra (member)
4. Prof. Subir Sarkar (member)
5. Dr. Jyotish Ch. Basak, Registrar (Officiating), NBU (member)
6. Prof. Indrajit Roy (member)
7. Sri Dyutish Chakraborty (member)
8. Prof. R. K. Samanta (Director & member secretary)

Resolutions:

Agendum 1: Welcome to the members

Decision: The Director read out the names of the members of the new committee of IQAC, NBU effective from 01/03/2012 for two years. The Hon'ble Chairman welcome all the members present in the meeting. The Director read out the goals and IQAC functions suggested by UGC.

Agendum 2: Confirmation of the proceedings of the 2nd meeting of IQAC held on 17/09/2010.

Decision: Resolved that the Proceedings of the 2nd meeting be approved and the same be referred to the Executive Council, NBU for consideration.

Agendum 3: Future plans and proposals

Decision:

1. Development Officer may be invited to IQAC meeting.
2. Departmental Database to be prepared. Development officer may be requested to take actions.

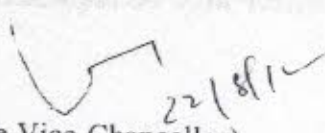
3. The decision of the Executive Council meeting held on 09/06/2012, item no. 16, regarding the Students' feedback forms was discussed in the meeting. The Director read out the resolution of the E.C. in this connection. It was decided that one set of forms to be prepared for teachers of the university and colleges. Another set of forms to be prepared for officers and employees of the university and colleges. The questionnaires to be small and simple in nature. The committee decided that the Vice-Chancellor and the Director will form a sub-committee for the preparation of draft questionnaires.
4. The members feel that the presence of the teachers in the class / department should be as per the norms set by the UGC so that the students may get enough opportunity to consult the teachers. The matter may be referred to the F.C.
5. Class rooms and toilets should be modernized with adequate facilities.
6. The competitive mentality among the students to be developed by the teachers.
7. One day workshop may be arranged for quality improvement.
8. Two libraries may be established : one for the faculty of Science and another for the faculty of Arts, Commerce & Law so that students may access the books readily.
9. Seminar library may be strengthened and continued by the departments wherever possible by the departments.
10. Hostel conditions to be improved. The matter may be referred to hostel monitoring committee.
11. The members were with the opinion that teaching/non-teaching posts be filled-up as early as possible.
12. Complaint boxes may be available at the Faculty of Arts, Commerce & Law; Faculty of Science and Administrative building. The Estate Officer may be requested to take necessary actions.
13. State government may be approached for a permanent Placement Officer.
14. A dedicated Student Information Notice Board be hanged at the University central library. Soft copy of the information be printed and placed at the said notice board. The Librarian may be requested to take actions.

Agendum 4: Infrastructure for IQAC.

Decision: The Director was requested to procure office equipments and ICT tools from the funds sanctioned by the UGC.

Agendum 5: Any other item with the permission of the Chair.

There was no other item and the meeting was ended with the vote of thanks to the chair.


(The Vice-Chancellor)
Chairman, IQAC, NBU


(Director & Member Secretary)
IQAC, NBU