



NETAJI NAGAR DAY COLLEGE

(Under Graduate & Post Graduate Institution)

Affiliated to University of Calcutta

Accredited by NAAC (B⁺⁺)

170/436, N.S.C. BOSE ROAD

REGENT ESTATE – KOLKATA - 700092

Minutes of IQAC meeting held on 26.04.2022

1. The minutes of IQAC meeting held on 31.01.2022 were read and confirmed.
An updated format for lesson plans was placed in the meeting and the same was finalised after discussion.
Resolved that the format for lesson plans for B.A/ B.Sc./ B.Com. Odd Semesters in 2022-2023 Session will be circulated to the departments for preparing subject wise and paper wise lesson plans for all streams.
3. The proforma for Annual Self-Appraisal for teachers and another proforma for non-teaching staff was finalised for circulation among all teachers and non-teaching staff for the session 2021-2022 and 2022-2023.
Resolved that Co-ordinator, IQAC and all members should make sincere efforts for communicating to the teachers and non-teaching staff about the need to fill up and submit the Annual Self-Appraisal Forms within due date.
4. Noted the application of Sri Sumon Kumar Das, Assistant Professor of Geography, for promotion under CAS, from Assistant Professor Stage-II to Stage-III.
Resolved that all necessary documents for promotion under CAS from Assistant Professor Stage-II to Stage-III submitted by Sri Sumon Kumar Das, Assistant Professor of Geography, should be scrutinized by senior members of IQAC and subsequently letters to be submitted to Inspector of Colleges, CU for recommendation of subject expert, and to DPI, WB, for recommendation of Govt. Nominee.
5. Noted the recommendation of Dr. T. K. Ghara, JDPI, and State Nodal Officer, NAAC, to prepare for PAC, i.e. Provisional Accreditation of NAAC for Colleges – a new NAAC initiative during the webinar held on 12.03.2022.
Resolved that all preparations be made by the College for undergoing the process of PAC as soon as possible, within December 2022.
The meeting ended with thanks to the chair.

Dr. Sonali Banerjee Jash
Principal & Chairperson, IQAC

Principal
Netaji Nagar Day College
Kolkata - 700 092

Dr. Krishna Gangopadhyay
Coordinator, IQAC