

**GOVERNMENT OF TRIPURA
MAHARAJA BIR BIKRAM COLLEGE
AGARTALA : TRIPURA**



File No. F.9(85)/IQAC/MBBC/2018

Dated, Agartala, the 25th September 2019

***Minutes of the meeting of the IQAC, M.B.B. College held on
25th September 2019 at 3 pm in the Principal's Chamber***

A meeting of Internal Quality Assurance Cell (IQAC) is held today, the 25th September 2019, in the chamber of the Principal, MBB College at 3:00 pm to discuss the following items of agenda. Secretary, Teachers' Council was also present in the meeting.

Agenda:

1. Review of progress of work after last meeting
2. Next Course of Action (AQAR, Students' feedback, etc.)
3. Miscellaneous

Members present:

1. Dr. Asish Mitra
2. Dr. Sudhan Debnath
3. Dr. Sandip Chakraborty
4. Dr. Gourab Roy
5. Dr. Dipankar Pal
6. Dr. Abhijit Sarkar

The Chairman initiated the meeting by greeting the members and then presented the overall paramount importance of the IQAC for overall development of the college. Addressing IQAC as the heart of any institution, the Chairman explained the role of IQAC playing a pivotal role in NAAC Accreditation & Assessment.

A thread-bare discussion was made by all the members of the Cell regarding the resolutions adopted in the last meeting and action taken in the later stage. A roadmap is planned for the next course of action in order to complete the unfinished decisions.

Action Taken Report:

1. The online web portal of the college is in use, but it needs to be updated. At present, the college has no internet facility which is hampering the academic atmosphere as well as administrative works.
2. As per the resolution of the meeting held on 19.11.2018, the workshop for the faculty members on College web portal was organised and the faculty members were given hands-on training.
3. Feedback from students is yet to be collected.
4. Regarding linking attendance of students with internal marks, the college authority had taken the initiative to convey the proposal to the affiliating MBB University authority. Dr. Sambhunath Rakshit, Principal and Dr. Surajit Sen laid the proposal in a meeting with University authority. MBB University took up the matter seriously and issued one notice linking attendance percentage with internal marks vide No.F.16(12)/MBBU/COE/UG/Rules&Regulations/2017/873-80 dated 19.08.2019.

This initiative of IQAC, MBB College received commendation from faculty members, guardians & students.


5. Slow learners were identified in few departments and initiatives were taken to take special care, but it could be partly done. Initiatives will be taken to introduce the same in other departments.

6. Initiative has been taken to increase ICT facilities in all the departments. Already a plan has been made to procure laptops, projectors, etc. from fund of RUSA (third instalment) immediately after receiving the fund.
7. College authority sincerely approached Department of Higher Education for 'Khelo India' scheme initiated by Department of Youth & Sports Affairs, Govt. of Tripura. Proposal is still lying with the DHE.
8. Number of sanctioned posts in the college could not be ascertained. However, after receiving one query from the DHE, the college has already sent one proposal of required faculty members considering all the 24 departments.
9. Action will be taken to set up one Research Cell.
10. Faculty Exchange Programme will be run in full pace after the Puja Vacation by all the Departments. Already Bengali Department, MBB College organised one such programme.

Resolutions:

1. Feedback from students may be taken just after Puja Vacation. Necessary formats may be prepared before commencement of examination.
2. AQAR is to be submitted during November-December 2019. The IQAC members may look after the whole process of submission after the Puja vacation.
3. IQAC may take initiative to collect email ids of all the students of the college as a mandatory requirement of NAAC. The HODs will be requested to collect the email ids and send it to the Coordinator, IQAC in soft copy either through email or pen drive. A common format will be sent to all HODs for collecting the email ids.
4. IQAC demands hi-speed internet connection in the college. IQAC may sent one letter to the Principal, MBB College to restore internet connection in the college.
5. It is decided to hold the next meeting just after the Puja Vacation.

The meeting ended with thanks to the Chair.


 25.09.2019
Principal,
 M.B.B. College
 Agartala, Tripura
 Principal,
 M.B.B. College,
 Agartala, Tripura (W).

Copy to:

1. PS to the Principal, M.B.B. College, Agartala for records.
2. Dr. Dipankar Pal, Secretary, Teachers' Council, M.B.B. College, Agartala for information.
3. Dr. Abhijit Sarkar, Coordinator, IQAC, M.B.B. College, Agartala for information and necessary action.
4. Dr. Asish Mitra, Member, IQAC, M.B.B. College, Agartala for information.
5. Dr. Sudhan Debnath, Member, IQAC, M.B.B. College, Agartala for information.
6. Dr. Sandip Chakraborty, Member, IQAC, M.B.B. College, Agartala for information.
7. Dr. Gourab Roy, Member, IQAC, M.B.B. College, Agartala for information.
8. Dr. Ratul Chakraborty, Convener, Academic Committee, with a request to upload the minutes in the website.