



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

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

Dated, Agartala, the 13<sup>th</sup> November 2020

**Minutes of the meeting of the IQAC, M.B.B. College held on 13.11.2020**

An emergent meeting of core members of Internal Quality Assurance Cell (IQAC) is held today, the 13<sup>th</sup> November 2020 in the chamber of the Principal at 12:30 pm to discuss the following items of agenda. Dr. D.C. Hota, Secretary, Teachers' Council, Sri Ratul Chakraborty, Convener, Academic Committee and Sri Subrata Majumder, HOD, Department of IT are also present in the meeting.

**Agenda:**

1. Proposal of formation of new committee of IQAC, MBBC
2. Information regarding status of pending AQARs
3. College website
4. Organising webinar on Motivation
5. Miscellaneous

**Members present:**

- |                                    |                                   |
|------------------------------------|-----------------------------------|
| 1. Dr. Dhrubo Charan Hota          | 5. Dr. Sandip Chakraborty         |
| 2. Dr. Ashis Mitra                 | 6. Sri Subrata Majumder (invited) |
| 3. Sri Ratul Chakraborty (invited) | 7. Dr. Gourab Roy                 |
| 4. Dr. Sudhan Debnath              | 8. Dr. Abhijit Sarkar             |

**Action taken Report:**

1. The National Webinar on **COVID19: Therapeutics & Awareness** organised by IQAC to particularly aware the students about the disastrous coronavirus was held successfully. Sri Saju Vaheed A., Director, Higher Education, Govt. of Tripura was the Chief Guest. The deliberations by eminent resource persons and lively interactions made the webinar a grand success. Dr. Amarta Kumar Pal, Assistant Professor, Department of Chemistry, North East Hill University, Shillong, Meghalaya, India; Dr. Sudhan Debnath, Associate Professor, Dept of Chemistry, M.B.B. College, Agartala, Tripura, India; Dr. Debprasad Chattopadhyay, Scientist – G & Director ICMR-NITM, Belagavi, Karnataka; Dr. Amitava Das, Principal Scientist, CSIR-IICT, Hyderabad, Telengana, India; Dr. Subrata Baidya, Associate Professor, Dept of Community Medicine, Agartala Govt. Medical College, Agartala, Tripura, India spoke on various issues of COVID19.
2. The Research Team constituted to conduct the UGC '*Facilitation of Study on impact of Covid-19 & 1918 Pandemic (H1N1 virus) by Universities/Colleges*' as per the letter No.F.1-1/2020(Secy) dated 12<sup>th</sup> June 2020 of the Secretary, UGC performed field study in adjacent villages, compiled the primary data collected and prepared a report. The Team constituted of Dr. Abhijit Sarkar– Principal Investigator, Dr. Sandip Chakraborty, Dr. Surajit Sengupta, Sri Ratul Chakraborty, Dr. Gourab Roy, Dr. Dipankar Pal, Dr. Madhusudan Murasingh and Sri Subrata Majumder submitted the Study Report on 30<sup>th</sup> June 2020 to UGC through the Principal.



## Resolutions:

1. A draft proposal on new committee of IQAC, MBBC is prepared in the meeting, which will be finalized in next course of action after necessary modifications.
  - a) Chairperson: Dr. Dipannita Chakraborty, Principal, MBBC
  - b) Senior Administrative Officer: Librarian, MBBC
  - c) Teachers: Dr. Ashis Mitra, Dr. Arpita Acharya, Dr. Sudhan Debnath, Dr. Dhrubo Charan Hota, Dr. Surajit Sengupta, Dr. Sandip Chakraborty, Dr. Subrata Majumder, Dr. Gourab Roy.
  - d) Employer: Joint Director, Directorate of Higher Education
  - e) Local Society representative: Dr. Chhanda Bhattacharjee
  - f) Coordinator: Dr. Abhijit Sarkar
2. Regarding preparing pending AQARs, it is decided that each Criterion may be entrusted on teachers and later these will be compiled.
  - a) Criterion I: Curricular Aspect – Dr. Dhrubo Charan Hota
  - b) Criterion II: Teaching, Learning & Evaluation – Dr. Dhrubo Charan Hota
  - c) Criterion III: Research, Innovations & Extension – Dr. Ashis Mitra, Dr. Sudhan Debnath
  - d) Criterion IV: Infrastructure & Learning Resources - Dr. Ashis Mitra, Dr. Sudhan Debnath
  - e) Criterion V: Students' Support & Progression – Dr. Surajit Sengupta, Ms. Tracy Darlong
  - f) Criterion VI: Governance, Leadership & Management – Dr. Dipannita Chakraborty, Dr. Abhijit Sarkar
  - g) Criterion VII: Institutional Values & Best Practices – Dr. Gourab Roy, Dr. Goutam Ghoshal, Bikash Debbarma

The members may meet again on 23rd December 2020 to finalize the Report.
3. Regarding Web Portal of this College, it is resolved that the previous practice of updating the information on a regular basis in the portal by the teachers themselves may be re-introduced. It is to be mentioned here that this process was on a halt due to sudden crash of the portal due to server problem.


A 'Workshop on operating MBB College Web Portal' will be organised by IQAC on 20<sup>th</sup> November 2020 at 11 am in the IT Lab of New Academic Building. Sri Ratul Chakraborty, Assistant Professor, Dept. of Statistics and also designer of the portal will be the Resource Person.
4. Discussion is also made on shifting the portal domain to government domain from private domain. In this regard, it is resolved that Sri Subrata Majumder, Assistant Professor, Dept. of IT and Sri Ratul Chakraborty, Assistant Professor, Dept. of Statistics will meet DIT authority within a few days to have a talk and to take necessary steps in this regard.
5. Department-wise student data may be updated in the college web portal. The list of admitted students in first semester till date has already been updated in the respective departmental tab in the portal by Sri Ratul Chakraborty, Assistant Professor, Dept. of Statistics. Necessary initiatives may be taken to update the data of third and fifth semester students.
6. Student Management System (SMS) may be initiated.
7. A Motivational Webinar on '*Igniting Young Minds – Inspirational Stories from Real Life*' will be held on 24<sup>th</sup> November 2020 at 3:30 pm. The Webinar will be organised by IQAC, MBB College. Prof. Piyal Sarkar, Senior Professional & Eminent Motivational Speaker from Kolkata will be the Resource Person. The target groups are the students. All the teachers may also be requested to attend the seminar. An Organising Committee is formed with the following members.

Dr. Dipannita Chakraborty, Principal (Chairperson), Dr. Abhijit Sarkar (Organising Secretary), Dr. Ashis Mitra, Dr. Sudhan Debnath, Dr. Dhruva Charan Hota, Sri Subrata Majumder, Dr. Surajit Sengupta, Dr. Sandip Chakraborty, Dr. Gourab Roy, Smt Smita Das.

All HODs may be asked to take necessary steps to ensure the presence of at least their Honours students.

8. The Library Development Sub-Committee may be asked urgently to make a present status report of the Library and submit a proposal to develop the same.
9. WhatsApp groups may be made with the pass out students of the respective department to initiate the process of forming Departmental Alumni. This may help to track all the pass-out students and their progression. Head of the Departments/in-charges may take the initiative.
10. Departments may create WhatsApp group of parents-teachers to keep direct contact and to share updates.
11. Store-in-charge (teacher) may be nominated at the earliest. Department-wise Stock Report may be made. Necessary steps may be taken to prepare classroom-wise stock report.
12. All HODs may hold monthly departmental meetings and keep a record of the syllabus completion process as an initiative to conduct academic audit.
13. Students need to be groomed and given an opportunity for exposure. They may be encouraged for public speaking, viz. debates/speeches/presentation, etc.

The meeting ended with thanks to the chair.

  
13-11-2020  
Principal,  
M.B.B. College, Agartala, Tripura (W).  
Agartala, Tripura