

Government of Tripura
Ramthakur College
Agartala, Tripura

Date – 06-6-2019

No.F. 7(103)RTC/Estt/IQAC/2014

Minutes of 7th meeting of IQAC, 2018-19 held on 01-6-2019 at 12:00 noon in the Chamber of the Principal, Ramthakur College.

Members present:

1. Sri Sushil Bir Principal-in-Charge, Ramthakur College	Chairperson, IQAC
2. Dr. Ruma Saha	Coordinator, IQAC
3. Dr. Ratan Deb Convenor, Discipline Committee, TC, Ramthakur College	Member, IQAC
4. Dr. Kalipada Adhikari Coordinator, RUSA Committee, Ramthakur College	Member, IQAC
5. Dr. Shukla Saha Convenor, Academic Committee, TC, Ramthakur College	Member, IQAC
6. Smt. Papri Sengupta Convenor, NAAC Committee, Ramthakur College	Invitee Member
7. Dr. Arjun Gope	Member, IQAC
8. Sri Paritosh Chakraborty Cashier, Alumni Association	Member, IQAC
9. Sri Ramkrishna Bhattacharjee Librarian, Ramthakur College	Member, IQAC
10. Dr. Abhijit Nath Joint Secretary, TC, Ramthakur College	Member, IQAC
10. Sri Bibhuti Palit Convenor, Development Committee, TC, Ramthakur College	Member, IQAC
12. Dr. Anant Kumar Convenor, Examination Committee, TC, Ramthakur College	Member, IQAC
13. Sri Saumendu Sengupta Secretary, Teachers' Council (TC), Ramthakur College	Invitee Member

Dr. Sarmistha Banerjee (Associate Prof., Deptt. of Zoology) informed that she was on casual leave on the day due to unavoidable circumstances. Sri Abhijit Sarkar, Student Representative, Ramthakur College informed that he was unable to attend the meeting due to demise one of his close relative on the day.

Dr. Chhanda Bhattacharyya (Member, Consumers' Dispute and Redressal Commission [State Commission]), External Member, IQAC could not attend the meeting because she is out-of-

station, at Kolkata on the day. Dr. Jiban Krishna Acharjee (Alumni Representative), External Member, IQAC was unable to attend the meeting due to a prior engagement on the day.

At the outset, the Coordinator of IQAC welcomed all the members present in the meeting of IQAC.

In the meeting following matters were discussed:

Resolution 1: to maintain students' database in the Departmental Identity Register

It was resolved that the following Student Profile format will be circulated departmentally to the students of Semester-I at the beginning of the new Session which is to be filled-in in the Departmental Identity Register.

Batch: (2019-2022)/ Semester I	
Student Profile	
Department of, Ramthakur College	
1. Roll Number:	
2. Name (in Block Letter):	
3. Category (Put tick '✓'):	UR/ SC/ ST/ OBC/ M/ PWD [attach photocopy of the category certificate]
4. D/O. / S/O.:	
5. Permanent Address: Vill./ Town:	
	P.O.:
	Dist.:
	State:
	Pin Code:
6. Mobile No.:	
7. Aadhaar No.:	
8. E-mail User Id:	
9. Subjects chosen:	
10. Attach 1 stamp sized photograph into an envelope (with Roll No. & Name at the back side)	

Resolution 2: to discuss about the Student Feedback on the following two dimensions:

Student Feedback for design and review of syllabus – semester wise / year wise
Student Satisfaction Survey (SSS) on overall institutional performance

The Coordinator informed that the existing Student Feedback format covers SSS on overall institutional performance but does not cover feedback on curriculum development. It was decided that the following 6 members will prepare the new Student Feedback format as per NAAC guidelines.

1. Dr. Sarmistha Banerjee, Associate Prof., Zoology (Member, IQAC)
2. Sri Nabendu Sengupta, Associate Prof., Botany
3. Smt. Papri Das, Associate Prof., Zoology (Convenor, NAAC Committee)
4. Dr. Ruma Saha, Associate Prof., Economics (Coordinator, IQAC)
5. Dr. Kalipada Adhikari, Associate Prof., Physics (Member, IQAC)
6. Dr. Arjun Gope, Assistant Prof., Commerce (Member, IQAC)

Resolution 3: to maintain Alumni Profile

Sri Paritosh Chakraborty (Cashier, Alumni Association) informed that a general meeting of the Alumni Association will be held on 7th July, 2019 (first Sunday) at 12:00 noon in Ramthakur College. They will take an initiative to update Alumni Profile.

Resolution 4: to discuss about the following:

- (a) Dr. Ratan Deb (Associate Prof., Commerce) asked the status of the installation of solar laboratory in the Science Block. It is proposed to coordinate the Tripura Renewable Energy Development Agency (TREDA), Govt. of Tripura for arranging assessment of annual power requirement of the College and requirement of renewable energy sources with an estimate of cost of Ramthakur College. Thereafter, it should be processed immediately to the Department of Higher Education for fund.
- (b) It was also discussed about: (i) to renovate the water reservoir point by the side of the New Academic Block for using students' practical for the Department of Botany; (ii) installation of a Water Distillation Plant in the New Academic Block.

Rumasaha
01-6-2019

(Dr. Ruma Saha)
Coordinator, IQAC
Ramthakur College
Agartala, Tripura

Sri Susmita Bir
(Sri Susmita Bir)
Principal-in-Charge
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Agartala, Tripura