



VICTORIA INSTITUTION (COLLEGE)

78-B, ACHARYA PRAFULLA CHANDRA ROAD, KOLKATA-700 009

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Ref. No. : VIC/IQAC/2023/1

Date : 13/01/2023

NOTICE

A meeting of the IQAC will take place on 19.01.2023 at 11.30 am to discuss the following issues:

Agenda:

1. Confirmation of the Proceedings of the last meeting.
2. Follow-up of the decisions taken in previous meetings.
3. Formation of a-political Students' Committee
4. Budget for prizes to be given for Students' Week performances
5. Requisition for at least 2 computers to conduct the ongoing add-on Computer course
6. Students' access to Computer Lab
7. More ICT enabled classrooms
8. Industrial collaboration with TCS.
9. Upgradation of JMC from general to Honours course and introducing Statistics general course.
10. Initiatives taken to inculcate Social Responsibility and Commitment to Society in students.
11. Initiating the process of submission of SSR by March 2023
12. Learning Management System
13. Academic and Administrative Audit
14. Proposed programmes—
 - a) Staff Training Programme (Both Teaching and non-Teaching) in Data Management
 - b) Teacher Training Programme regarding CAS
 - c) Workshop on Gender Sensitization for Students on 13.03.2023
 - d) Introducing Skill-based Add-on Courses in –
 - i) Tailoring ii) Beautician iii) Spoken English iv) Photography
 - e) Training for Competitive Exams for Government jobs
 - f) Handicrafts and Food Mela where students will be encouraged to put up stalls.
 - g) Cultural Competition
15. Miscellaneous

Arpita Mukherji
Dr Arpita Mukherji 13/1/23
IQAC Coordinator

IQAC Coordinator
Victoria Institution (College)

Uma Ray Srinivasan
Dr Uma Ray Srinivasan 13/1/23
Teacher-in-Charge

Teacher-in-Charge
VICTORIA INSTITUTION
(College)

IQAC Meeting dated 19.01.2023

Resolutions:

Agenda 1: Confirmation of the Proceedings of the last meeting dated

- The point of Preservation of Keshub Sen's premises to be included under 'Uniqueness of the Institution' in the AQAR. Holistic development of students through Add-on Self defense and Computer Courses to be added alongside the point of Community Outreach Programme, previously decided.
- Saiful can do IQAC related work from 5 to 7 pm.

Agenda 2: Follow-up of the decisions taken in the previous meetings.

- Prize distribution for Students Week Programme and Sports to be held together.
- Tentative date: 3rd or 4th week of March, Mina C (Prize Committee) will be in charge.

GB President , GB member, Pryal Chowdhury, Councillor, Soma Chowdhury to be invited as special guests

- Medals for 1st and 2nd position holders of the different events of the Students Week Programme and Certificates(170 pcs) to be arranged.
- The proposal of Gift sets with College logo for distinguished guests to be placed in the Finance meeting.
- For discussions related to Academic and Administrative Audit, IQAC will meet Dr. Anup Sikdar on 30th Jan
- MoU to be signed with WB Zoo Authority
- Pubali (Geography department) appointed Joint convener for Scholarship Programme.

Agenda 3: Formation of a-political Students' Committee

- The proposed a-political Students' group to be named ' Swashakti'.

Agenda 4: Budget for Students Week Prize

- Budget of Students Week Prize not to exceed Rs. 10,000.

Agenda 5: Requisition for at least 2 computers to conduct the on- going Add-on Computer Course.

- 5 new computers for WEBEL in Room 19B

Agenda 6: Students' access to Computer Lab

- Students will be allowed access but under careful supervision of Saiful, Logbook to be maintained for the same.

Agenda 7: More ICT enabled classrooms

- Projector & Screen to be arranged for few more classes like Room 25, 35.

1. Uma Ray Sarmah 19/1/23
2. Arpita Mukherji 19.1.23
3. Dipanwita Paul Ghosh 19.1.23.
4. Gayatri Pal 19/1/23
5. S. Guha 19.01.23
6. Farhat Ak Khatun 19/01/23
7. Debjani Das (Ghosh) 19/1/23
8. Chhokul Chakrabarti 19/1/23
9. Sananda Laha 19/1/23
10. Subhendu Chandra 19/1/23
11. Paramita Roy Borison 19/1/23

External Member Present :

1) Pooja Chandra - 19/1/23.