



DUM DUM MOTIJHEEL RABINDRA MAHAVIDYALAYA

208/B/2, DUM DUM ROAD, KOLKATA-700074

Notice

4.8.2022

A meeting of Internal Quality Assurance Cell of DumDum Motijheel Rabindra Mahavidyalaya will be held on 12/08/2022 at 12.30 pm to discuss the following agenda:

1. To read and confirm the proceedings of the last meeting
2. To approve Action Taken Report of the previous meeting
3. To discuss about the commencement of classes of semester I, III and V
4. To chalk out plan for organizing seminars, workshops, observation of various days etc.
5. To discuss about admission scenario so far
6. To discuss about promotion of teachers under CAS
7. To discuss about MOU related activities
8. To discuss about the Academic and administrative audit reports, Green, Gender and Energy audit reports
9. To discuss about the upcoming Add-on Courses to be offered by various departments
10. To discuss the student feedback analysis reports
11. Miscellaneous

 4/8/22
Teacher-in-Charge & Chairman, IQAC, DDMRM

Teacher-in-Charge
Dum Dum Motijheel
Rabindra Mahavidyalaya

A meeting of Internal Quality Assurance Cell
of Dum Dum Motijheel Rabindra Mahavidyalaya
was held on 12/08/2022 at - 12.30 pm.

Members present in the meeting - :

1. Subabrata 12/8/22
2. Banerjee 12/8/22
3. Chatterjee 12/8/22
4. Diptendu Simlai 12/08/22
5. Sarmistha Roy Chowdhury 12/8/22
6. Nafisa Khatun 12.8.22
7. Roy.
8. Das
9. Das
10. Saha 12/8/22
11. Sukharanjan Das 12.08.22
12. Debjani Roy.



DUMDUM MOTIJHEEL RABINDRA MAHAVIDYALAYA
KOLKATA-700074

Members present in the meeting held on 12.8.2022.

1. Sri Subhabrata Bhattacharya
2. Smt. Kalyani Banerjee
3. Sri Doyel Chatterjee
4. Dr. Diptendu Simlai
5. Dr. Sarmistha Roy Chowdhury
6. Smt. Nafisa Khatun
7. Smt. Dipasree Roy
8. Smt. Suparna Das
9. Smt. Sompita Das
10. Dr. Sabitri Dutta
11. Sri. Sukharanjan Das
12. Smt. Debjani Roy

Teacher-in-Charge and Chairperson presided over the meeting.

Resolutions of the meeting held on 12.8.22

1. The proceedings of the last meeting was read and confirmed.
2. The ATR was approved.
3. Classes of Semester III and V will start from second/third week of August. The first semester classes tentatively will start from early September subject to Government notification.
4. Departments will be communicated to organise seminars, workshops, quiz, debate and programs involving students.
5. The admission is not much satisfactory so far. It was decided that college will make an effort to improve the situation
6. CAS of the following teachers are due:
 - a. Smt. Swatilekha Halder, Stage I-II
 - b. Sri Asish Mondal, Stage I-II

The applications will be screened by IQAC.

7. Discussion is in progress with Taki Government College. Other colleges will also be approached.
8. Various audit reports will be reviewed and analysed. Departments will be communicated accordingly to take actions, if necessary.
9. It was resolved that the departments will offer the add-on course during February to May, 2023 like the previous year. HODs have been asked to submit the course brochure and other related details to IQAC and Principal's office.
10. Student feedback report will be analysed and necessary actions will be taken, wherever necessary.
11. Nothing as such.

Swatilekha Halder
Teacher-in-Charge & Chairperson, IQAC, DDMRM
Teacher-in-Charge
Dum Dum Motijheel
Rabindra Mahavidyalaya

Asish Mondal
12/8/22



DUMDUM MOTIJHEEL RABINDRA MAHAVIDYALAYA

KOLKATA-700074

Action taken report of the meeting 12.8.2022

Item 3. Classes of Semester III and started from second week of August. The first semester classes started from September.

Item 4. Departments have started organizing seminars/workshops/ programs and also observing other various important days in collaboration with IQAC.

Item 5. Various actions have been taken like distribution of leaflets containing courses offered by the college, communication and other details etc. in the neighbouring area.

Item 6. Teachers have been asked to apply to GB for their promotion under CAS.

Item 7. MOU will be signed with Taki Government Collegeshortly.

Item 8. Audit reports have been reviewed and analysed. Nature Club has been asked to organise various programs, awareness drive among the students in an effort to make the campus green and energy efficient as far as possible.

Item 9. Departments have submitted the course brochures.

Item 10. Feedback reports have been analysed. Actions have been taken to address the issues related to internet connectivity, drinking water and toilet facility etc.

Swatilekha Halder
Teacher-in-Charge & Chairperson, IQAC, DDMRM

November 10, 2022

Teacher-in-Charge
Dum Dum Motijheel
Rabindra Mahavidyalaya



DUMDUM MOTIJHEEL RABINDRA MAHAVIDYALAYA

208/B/2, DUM DUM ROAD, KOLKATA-700074

Notice

3.11.2022

A meeting of Internal Quality Assurance Cell of DumDumMotijheel Rabindra Mahavidyalaya will be held on 10.11.2022 at 3:00 pm to discuss the following agenda:

1. To read and confirm the proceedings of the last meeting
2. To approve Action Taken Report of the previous meeting
3. To approve the brochures of upcoming Add-on Courses to be offered by various departments
4. To discuss about the students' grievances related to Library books
5. To discuss about the study tours of the departments
6. To discuss about MOU and related activities
7. To discuss about CAS of teachers
8. To discuss about proposals related to programs of Sociology Department in collaboration with IQAC
9. Miscellaneous

S. K. Chatterjee, 3/11/22
Teacher-in-Charge & Chairperson, IQAC, DDMRM

**Teacher-in-Charge
Dum Dum Motijheel
Rabindra Mahavidyalaya**

A meeting of IQAC, DDMRM was held on 10.11.2022 at 3 PM.

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Date:

The members present in the meeting -:

1. Subhabrata Bhattacharya. 10/11
2. Doyel 10/11/22
3. Diptendu Simlai 10/11/22
4. Sarmistha Roy Chowdhury 10/11/22
5. Nafisa Khatun 10-11-22
6. Swatilekha Halder 10/11/22
7. D.
8. Lalita 10.11.22
9. S.
10. Sukharanjan Das 10-11-22
11. Debjani Roy.

DUMDUM MOTIJHEEL RABINDRA MAHAVIDYALAYA

KOLKATA-700074



Members present in the meeting held on 10.11.2022.

1. Sri Subhabrata Bhattacharya
2. Smt. Kalyani Banerjee
3. Dr. Diptendu Simlai
4. Dr. Sarmistha Roy Chowdhury
5. Smt. Nafisa Khatun
6. Smt. Swatilekha Halder
7. Dr. Suparna Das
8. Dr. Sabitri Dutta
9. Smt. Sompita Das
10. Sri. Sukharanjan Das
11. Smt. Debjani Roy

Teacher-in-Charge and Chairperson presided over the meeting.

1. The proceedings of the last meeting was read and confirmed.
2. The Action Taken Report was approved.
3. The brochures submitted by different departments are approved by IQAC.
4. It was resolved that the books in the library will be purchased from college fund. Departments were asked to submit the requisition.
5. Various departments will be asked to organise the study tours, educational trips, even if it is not there in the syllabus, within December to February.
6. It was resolved that college will approach or make arrangements for MOU with following colleges: Prasanta Chandra Mahalonabis Mahavidyalaya, Vivekananda College, etc. Anudip Foundation for Social Welfare and Global Institute of Management and Technology have approached us for MOU. APC College has proposed to organise a one-week Faculty Development Program on Academic & Professional Development Program in collaboration with our college. The program is scheduled to be organized between 21.11.2022 to 26.11.2022.
7. CAS is due for the following teachers:
 - a. Dr. Sabitri Dutta, Stage III-IV
 - b. Dr. Diptendu Simlai, Stage III-IV
 - c. Smt. Doyel Chatterjee, Stage III-IV
 - d. Smt. Sompita Das, Stage I-II

The applications will be screened by IQAC.

8. The proposal for three-day-acting workshop by Department of Sociology has been accepted.

Subhabrata Bhattacharya. 10/11
Teacher-in-Charge & Chairperson, IQAC, DDMRM

Teacher-in-Charge
Dum Dum Motijheel
Rabindra Mahavidyalaya

**DUMDUM MOTIJHEEL RABINDRA MAHAVIDYALAYA****KOLKATA-700074**

Action taken report of the meeting 10.11.2022

Item 3. Classes of the Add-on Course have started from February, 2023.

Item 4. Departments have submitted their requisition. The procedure of purchasing books has already started.

Item 5. Department of History and Education have organized educational tour in first week of January.

Item 6. MOU has been signed with Prasanta Chandra Mahalonabis Mahavidyalaya, Vivekananda College and Anudip Foundation for Social Welfare, Global Institute of Management and Technology. Activity is under progress. The FDP with APC College was held.

Item 7. Teachers have applied to GB for their promotion under CAS.

Item 8. Department of Sociology will organise a three-day-acting workshop from 27th March to 29th March, 2023. Students of the same department have participated in Acharya Prafulla Chandra Roy Smarak Vijnan Mela on 17.3.2023.

And
Subhashini Bhattacharya, 24/03/23
Teacher-in-Charge & Chairperson, IQAC, DDMRM

March 24, 2023.

Teacher-in-Charge
Dum Dum Motijheel
Rabindra Mahavidyalaya



DUMDUM MOTIJHEEL RABINDRA MAHAVIDYALAYA

208/B/2, DUM DUM ROAD, KOLKATA-700074

Notice

17.3.2023

A meeting of Internal Quality Assurance Cell of DumDum Motijheel Rabindra Mahavidyalaya will be held on 24.3.2023 at 3:00 pm to discuss the following agenda:

1. To read and confirm the proceedings of the last meeting
2. To approve Action Taken Report of the previous meeting
3. To discuss about the programs organised by various departments
4. To discuss about inclusion of more students in the NSS/NCC and also about outreach program organized by them
5. To discuss about the upcoming admission
6. To discuss about the MPLAD funding
7. To discuss about the book purchase in the library
8. To discuss about the MOU with colleges
9. To discuss about students' satisfaction survey
10. To discuss about quality, green, gender, energy and environmental audit
11. To discuss about the feedback report
12. Miscellaneous


Teacher-in-Charge & Chairperson, IQAC, DDMRM

Teacher-in-Charge
Dum Dum Motijheel
Rabindra Mahavidyalaya

A meeting of I & A C, Dum Dum Motijheel Rabindra Mahavidyalaya was held on 24.03.2023 at 3pm.

Page :

Date :

The members present in the meeting -:

- | | |
|------------------------------------|------------------------------|
| 1. Subhabrata Bhattacharya. 24/3 | 7. Roy |
| 2. Doyel 24/3/23 | 8. D. |
| 3. Chatterjee. 24/3/23 | 9. Laeta 24/3/23 |
| 4. Sarmistha Roy Chowdhury 24/3/23 | 10. Sukharanjan Das 24-03-23 |
| 5. Swatilekha Halder 24/3/23 | 11. Debjani Roy. |
| 6. Nafisa Khatun 24.03.23 | |



DUMDUM MOTIJHEEL RABINDRA MAHAVIDYALAYA
KOLKATA-700074

Members present in the meeting held on 24.3.2023.

1. Sri Subhabrata Bhattacharya
2. Smt. Kalyani Banerjee
3. Smt. Doyel Chatterjee
4. Dr. Sarmistha Roy Chowdhury
5. Smt. Swatilekha Halder
6. Smt. Nafisa Khatun
7. Smt. Dipasree Roy
8. Smt. Suparna Das
9. Dr. Sabitri Dutta
10. Sri. Sukharanjan Das
11. Smt. Debjani Roy

Teacher-in-Charge and Chairperson presided over the meeting.
Resolutions of the meeting held on 24.3.2023

1. The proceedings of the last meeting was read and confirmed.
2. The Action Taken Report was approved.
3. It was resolved that the departments will organise various programs along with observation of different days of national and international importance, in collaboration with IQAC. The proposal of Department of Journalism for Three Days Mobile Documentary Workshop by our faculty members has been accepted. Their proposal for organization of a session on Film Analysis in collaboration with IQAC has also been approved.
4. It was resolved that Girls will be enrolled in College NSS/ NCC unit. College will make an effort to increase number of students in those units.
5. Admission Committee has been formed by the Teacher-in-Charge.
6. MPLAD fund has been sanctioned and allocated in the name of our college.
7. Second round of book requisition will be sought.
8. MOU in academic and other activities will be attempted with colleges with same and other University. Netaji Satabarshiki Mahavidyalaya (WBSU), Nahata Jogendra Nath Mondal Smriti Mahavidyalaya (WBSU), Dum Dum Motijheel College (WBSU), Vidyasagar Metropolitan College (CU), Panihati Mahavidyalaya (WBSU) and Shyampur Siddheswari Mahavidyalaya (CU) will be approached for MOU/Collaboration/Linkages.
9. It was resolved that the students' satisfaction survey will be conducted and analysed.
10. It was resolved that quality, green, gender, energy and environmental audit will be conducted and analysed.
11. It was resolved that feedback from all stakeholders will be conducted and analysed.

Sarmistha Roy. 24/03
Teacher-in-Charge & Chairperson, IQAC, DDMRM
Teacher-in-Charge
Dum Dum Motijheel
Rabindra Mahavidyalaya

Read & Confirmed
[Signature]
13/6/2023

**DUMDUM MOTIJHEEL RABINDRA MAHAVIDYALAYA****KOLKATA-700074**

Action taken report of the meeting 24.3.2023

Item 3. IQAC is collaborating with different departments in organizing programs. Department of Journalism organised Three Days Mobile Documentary Workshop in collaboration with IQAC on 5-7th April. They have also organized a session on Film Analysis in collaboration with IQAC on 12.4.2023.

Item 4. Special drive will be taken at the time of admission and NSS unit has made special effort to enroll the existing students in more numbers.

Item 5. Admission Committee has started their work in full swing.

Item 6. We have submitted the DPR for MPLAD funding.

Item 7. Book purchase in the library is under process.

Item 8. MOU has been signed with Netaji Satabarshiki Mahavidyalaya (WBSU), Nahata Jogendra Nath Mondal Smriti Mahavidyalaya (WBSU), Dum Dum Motijheel College (WBSU), Vidyasagar Metropolitan College (CU), Panihati Mahavidyalaya (WBSU) and Shyampur Siddheswari Mahavidyalaya (CU). Academic linkage has been established with Rani Birla Girls' College.

Item 9. SSS has been conducted.

Item 10. The audits have been conducted. The reports are received by the college.

Item 11. The feedback has been collected and analysed. Areas have been identified where improvements are necessary.

Approved

[Signature]
13/6/2023

Principal & Chairperson, IQAC, DDMRM

June 13, 2023.

Prof. (Dr.) ARIJIT SAHA
Principal & Secretary
Dum Dum Motijheel
Rabindra Mahavidyalaya



DUM DUM MOTIJHEEL RABINDRA MAHAVIDYALAYA

208/B/2, DUM DUM ROAD, KOLKATA-700074

Notice

6.6.2023

A meeting of Internal Quality Assurance Cell of DumDumMotijheel Rabindra Mahavidyalaya will be held on 13.6.2023 at 3:00 pm to discuss the following agenda:






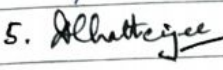
1. To read and confirm the proceedings of the last meeting
2. To approve Action Taken Report of the previous meeting
3. To discuss about the AQAR filling-up for the year 2021-22
4. To discuss about the collection of data of student progression
5. To discuss about conducting of programs for development of local slum
6. To discuss about the introduction of Certificate Course in Tally Software, drama, dance, yoga
7. To discuss about opening of new courses
8. To discuss about MOU with colleges
9. To discuss about the plan of actions in the next academic year
10. Miscellaneous

Principal & Chairperson, IQAC, DDMRM

Prof. (Dr.) ARIJIT SAHA
Principal & Secretary
Dum Dum Motijheel
Rabindra Mahavidyalaya

A meeting of IQAC, Dumdum Motijheel Rabindra Mahavidyalaya was held on 13.06.2023 at 3pm.

Members present in the meeting -:

- | | |
|--|--|
| 1.  13/6/2023 | 6.  |
| 2. Subhabrata Bhattacharya 13/06 | 7.  |
| 3.  13/6/2023 | 8. Saha 13/6/23 |
| 4.  13/06/23 | 9. Seokharanjan Das 13-06-23 |
| 5.  13/6/23 | |



DUMDUM MOTIJHEEL RABINDRA MAHAVIDYALAYA
KOLKATA-700074

Members present in the meeting held on 13.6.2023.

1. Prof. (Dr.) Arijit Saha
2. Sri Subhabrata Bhattacharya
3. Smt. Kalyani Banerjee
4. Dr. Diptendu Simlai
5. Smt. Doyel Chatterjee
6. Smt Dipasree Roy
7. Smt. Sompita Das
8. Dr. Sabitri Dutta
9. Sri. Sukharanjan Das

Principal and Chairperson presided over the meeting.

Resolutions of the meeting held on 13.6.2023

1. The proceedings of the last meeting was read and confirmed.
2. The Action Taken Report was approved.
3. It was resolved that IQAC will expedite the process of filling up AQAR and it will be submitted latest by 27.6.2023.
4. Mechanism for collection of data for student progression was discussed and it was resolved that a Google form will be circulated among the passed-out students. Also, it was resolved that a physical form will be circulated among the students for filling-up at the time of collection of marksheet/certificate of the final examination.
5. Program for local slum development (Madhugarh) will be adopted (like providing free tuition, distribution of educational kit etc.) subject to the availability of fund.
6. The ongoing certificate courses will be continued. Initiatives will be taken to introduce certificate course in dance, drama and yoga.
7. Principal is requested to start the procedure of opening of new courses in the following subjects: Psychology, Computer Science, Hindi, Electronics, Film Studies, Environmental science, BBA, Anthropology

8. MOU in academic and other activities will be attempted with colleges with same and other University
9. The following plan of action has been chalked out for the next academic year:
 - a. To prepare for NEP system
 - b. To publish the Academic Journal for the year 2023-24
 - c. To run Add-on courses by Depts. of Bengali, Commerce, Economics, Education, English, Geography, History, Journalism & Mass Communication, Philosophy, Political Science, Sanskrit, Sociology.
 - d. To organize Seminars and workshops.
 - e. Submission of the data for All India Survey of Higher Education (AISHE) for the next academic year.
 - f. Submission of the data for National Institution Ranking Framework (NIRF) for the next academic year.
 - g. Celebration of different national and international days to promote values among the students
 - h. Career Advancement of teachers
 - i. Purchase of books in the library
 - j. Career Counseling programs
 - k. Organization of programs by NCC& NSS
 - l. MoU with different colleges
 - m. Academic and financial audit
 - n. To organize different inter-college programs
10. Nothing as such.



Principal & Chairperson, IQAC, DDMRM

Read & Confirmed

Prof. (Dr.) ARIJIT SAHA
Principal & Secretary
Dum Dum College
Rabindra Mahavidyalaya

**DUMDUM MOTIJHEEL RABINDRA MAHAVIDYALAYA****KOLKATA-700074**

Action taken report of the meeting 13.6.2023

Item 3: AQAR filling up is in progress.

Item 4: Google form has been created for the past students

Item 5: Not much progress could be made due to shortage of fund.

Item 6: Various Certificate courses are already in place. However, no new course could be introduced so far.

Item 7: Procedure has already been started.

Item 8: Rani Birla Girls' College, East Calcutta Girls' College, Pune Institute of Business Management are being approached.

Item 9: College has started to process the items mentioned in the action plan.

Approved

Principal & Chairperson, IQAC, DDMRM

July, 2023

Prof. (Dr.) ARJIT SAHA,
Principal & Secretary,
Dum Dum Motijheel
Rabindra Mahavidyalaya.