

# UMESCHANDRA COLLEGE

Formerly CITY COLLEGE COMMERCE DEPARTMENT (Morning)  
(Accredited by the NAAC B Level)

13, Surya Sen Street,  
Kolkata-700 012



Office : (033) 2219 0164  
E-mail : umeschandracollege@gmail.com  
info@umeschandracollege.com  
Website : www.umeschandracollege.ac.in

Ref. No. \_\_\_\_\_

Date \_\_\_\_\_

No. 11 /SS-SM/2019-20

Date: 05.07.2019

## NOTICE

A notice is hereby served by the coordinator of IQAC, that a meeting will be held on 12<sup>th</sup> July 2019, Friday at Teachers Room at 8:30 a.m. to transact the following business. All the members are requested to attend the meeting.

Mr. Prakritiranjana Das  
Coordinator, IQAC

Umeschandra College  
Coordinator  
IQAC

Agenda: Umes Chandra College  
13, Surya Sen Street  
Kolkata-700012

Dr. Md. Tofazzal Haque  
Principal

Umeschandra College  
(Dr. Md. Tofazzal Haque)  
Principal  
Umeschandra College  
13, Surya Sen St.  
Kolkata-700 012

1. To discuss about Academic Calendar preparation for the year 2019-20.
2. To discuss about the orientation programme for first semester students.
3. To discuss regarding the celebration of Munshi Premchand's Birth Anniversary on 31st July 2019.
4. To discuss regarding the observation of National Librarians' day
5. To discuss regarding constitution of statutory and non-statutory committees to perform various academic and administrative tasks during the forthcoming three academic years from 2019-20 to 2021-22
6. To discuss regarding formation of Staff Selection Committee (NTS)
7. Miscellaneous

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Ref. No. \_\_\_\_\_

Date \_\_\_\_\_

A meeting was convened by the coordinators of the IQAC of Umeschandra College on Friday the 12<sup>th</sup> July, 2019 at Teachers Room at 8:30 a.m.

Following members were present in the meeting -

1. Dr. Md. Tofazzal Haque *T Haque*
2. Dr. Anil Kumar Shukla
3. Mr. Prakritiranjana Das *P Das*
4. Dr. Sujit Kumar Ghosh *Sujit Kumar Ghosh*
5. Dr. Arnab Debnarayan Roy *Arnab Roy*
6. Dr. Arup Baksi *Arup Baksi*
7. Mr. Arun Kumar Banik *Arun Banik*
8. Mr. Debendra Shaw *Debendra Shaw*
9. Dr. Kamal Kumar *Kamal Kumar*
10. Prof. Jaydeb Sarkhel
11. Prof. Sudipti Banerjee
12. Mr. Avijit Patra *Avijit Patra*
13. Mr. Pranab Ghosal *Pranab Ghosal*

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Ref No. \_\_\_\_\_

Date \_\_\_\_\_

The Principal presided over the meeting. Following resolutions were adopted in the meeting:

**Item No. 1 : Academic Calendar for the Academic Year 2019-20**

It was recommended that Academic Calendar for the year 2019-20 of the college be prepared by Academic Committee in accordance with the one published by the University of Calcutta and in consultation with the IQAC within the next month.

**Item No. 2 : Orientation programme for first semester students on CBCS Course**

It was recommended that an orientation programme on new CBCS course for the newly admitted students be organised within a week from the beginning of the first semester class to aware them about new syllabus of semester system under CBCS course, to clear the doubt about the importance of attendance and internal examination.

**Item No. 3 : Celebration of Munshi Premchand's Birth Anniversary**

It was recommended that Munshi Premchand's Birth Anniversary be celebrated on 31st July 2019 and on this occasion a week long intra college cultural competition be organised by the Cultural Committee.

**Item No. 4 : The observation of National Librarians' day**

It was recommended that National Librarians' day would be observed on 31st August 2019 in the college library at main campus. It was further recommended that Best Library user award be distributed among the students who use the maximum number of library books.

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Ref. No. \_\_\_\_\_

Date \_\_\_\_\_

**Item No.5 : Constitution of statutory and non-statutory committees to perform various academic and administrative tasks during the forthcoming three academic years from 2019-20 to 2021-22**

IQAC recommended the list of statutory and non-statutory committees to perform various academic and administrative tasks during the forthcoming three academic years from 2019-20 to 2021-22 and forwarded for the final approval of the Governing Body.

**Item No.6 : Formation of Staff Selection Committee (NTS)**

It was resolved that on recommendation of the NTS Selection Committee meeting held on 13/08/2019 Mr. Avijit Patra would be appointed as Head Clerk. Principal is authorized to take necessary measures in this respect. It was resolved that Principal would be authorized to form this Staff Selection Committee (NTS) for one year comprising of five (05) members.

**Item No.7 : Miscellaneous**

As there was no other item to be discussed, the meeting ended by giving a vote of thanks to the Chair.

  
Mr. Pratikritiranjana Das  
Coordinator, IQAC  
Umeschandra College

IQAC  
Umes Chandra College  
13, Surya Sen Street  
Kolkata-700012



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Ref. No. \_\_\_\_\_


Date \_\_\_\_\_

No. 79 /SS-SM/2019-20

Date: 13.09.2019

## NOTICE

A notice is hereby served by the coordinator of IQAC, that a meeting will be held on 20<sup>th</sup> September 2019, Friday at Teachers Room at 8:30 a.m. to transact the following business. All the members are requested to attend the meeting.

  
Mr. Pralokranjan Das  
Coordinator, IQAC

Umeschandra College  
Coordinator  
IQAC

Agenda: Umes Chandra College  
13, Surya Sen Street  
Kolkata-700012

  
Dr. Md. Tofazzal Haque  
Principal

Umeschandra College  
(Dr. Md. Tofazzal Haque)  
Principal

Umeschandra College  
13, Surya Sen St.  
Kolkata-700 012

1. To discuss on the matter of forthcoming NSS activities in the college.
2. To consider the discussion regarding enhancement of the substantive post in the college.
3. To discuss the activities of the Cultural Committee.
4. To discuss about the enhancement of the salary of the Non-Teaching staff (NTS), outside pay packet, and also of the Guest Lecturer and College Contractual Teachers.
5. To discuss about the renovation and repairing works of the Establishment section.
6. To discuss the present situation of getting a Librarian from WBCSC.
7. Miscellaneous

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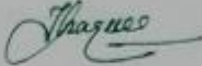
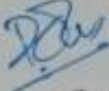
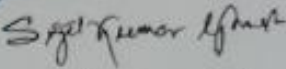
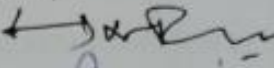
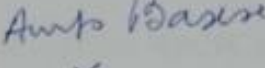

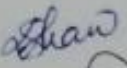
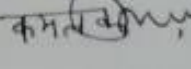
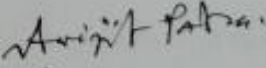
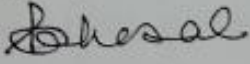
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Ref. No. \_\_\_\_\_

Date \_\_\_\_\_

A meeting was convened by the coordinators of the IQAC of Umeschandra College on Friday the 20<sup>th</sup> September, 2019 at Teachers Room at 8:30 a.m.

Following members were present in the meeting -

1. Dr. Md. Tofazzal Haque 
2. Dr. Anil Kumar Shukla
3. Mr. Prakritiranjana Das 
4. Dr. Sujit Kumar Ghosh 
5. Dr. Arnab Debnarayan Roy 
6. Dr. Arup Baksi 
7. Mr. Arun Kumar Banik 
8. Mr. Debendra Shaw 
9. Dr. Kamal Kumar 
10. Prof. Jaydeb Sarkhel
11. Prof. Sudipti Banerjee
12. Mr. Avijit Patra 
13. Mr. Pranab Ghosal 

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Ref. No. \_\_\_\_\_

Date \_\_\_\_\_

The Principal presided over the meeting. Following resolutions were adopted in the meeting:

## **Item No. 1 : NSS activities in the college**

It was recommended that the proposal of Prof. B Barman, programme officer of NSS for keeping up regular NSS activity be approved. It was further recommended to organise other programmes like special camp, social activities, awareness drives so on during the present academic year.

## **Item No. 2 : The enhancement of the substantive post in the college**

The IQAC requested the Principal to pursue WBCSC regarding the matter of getting new teachers under substantive post in Economics and Commerce in the college.

## **Item No. 3 : The activities of the Cultural Committee**

It was recommended the Cultural Committee to take active part in inter-college cultural competitions during current academic year. It was further recommended to observe various festivals, birth anniversaries, and events of national and international importance.

## **Item No. 4 : Enhancement of the salary of the Non-Teaching staff (NTS-outside pay packet), the Guest Lecturer and College Contractual Teachers.**

IQAC recommended the enhancement of the salary of the Non-Teaching staff (NTS) outside pay packet, the Guest Lecturer and College Contractual Teachers w.e.f 1.7.2019 to the GB of the college.

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Date \_\_\_\_\_

## **Item No.5 : The renovation and repairing works of the Establishment section**


IQAC recommended renovation and repairing works of the Establishment section as soon as possible.

## **Item No.6 : The initiative for getting the recommendation for Librarian post for the college**

IQAC requested the Principal to liaison with College Service Commission for the substantive post of Librarian in the college within the present academic year.

## **Item No.7 : Miscellaneous**

As there was no other item to be discussed, the meeting ended by giving a vote of thanks to the Chair.

  
**Mr. Prakritiranjana Das**  
Coordinator, IQAC  
Umeschandra College  
Coordinator  
IQAC

Umes Chandra College  
13, Surya Sen Street  
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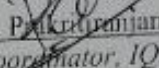
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No. 93 /SS-SM/2019-20

Date: 01.11.2019

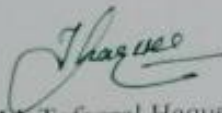
## NOTICE

A notice is hereby served by the coordinator of IQAC, that a meeting will be held on Tuesday the 5<sup>th</sup> November, 2019 at Teachers Room at 8:30 a.m. to transact the following business. All the members are requested to attend the meeting.

  
Mr. Paragranjan Das  
Coordinator, IQAC

Umeschandra College  
Coordinator  
IQAC

Agenda: Umes Chandra College  
13, Surya Sen Street  
Kolkata-700012

  
Dr. Md. Tofazzal Haque  
Principal

Umeschandra College  
(Dr. Md. Tofazzal Haque)  
Principal

Umeschandra College  
13, Surya Sen St.  
Kolkata-700 012

1. To discuss the initiative to be taken on the signing of the MoU between the Institute of Cost Accountants of India (ICAI) and Umeschandra College.
2. To discuss about the thirty two hours certificate course on Goods and Service Tax for the fifth Semester students.
3. To discuss about teachers' participation in various Refreshers' course, Orientation Programme, FD Programmes etc.
4. To consider the discussion on students' participation in inter college sports events and state or national level as well.
5. Miscellaneous

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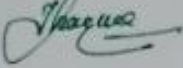
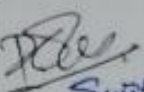
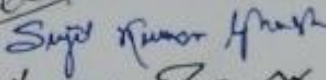
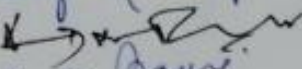
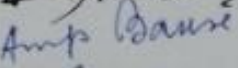

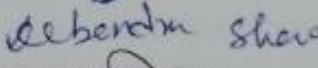
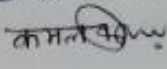
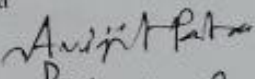
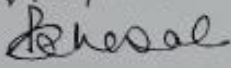
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Ref. No. \_\_\_\_\_

Date \_\_\_\_\_

A meeting was convened by the coordinators of the IQAC of Umeschandra College on Tuesday the 05<sup>th</sup> November, 2019 at Teachers Room at 8:30 m.

Following teachers were present in the meeting -

1. Dr. Md. Tofazzal Haque 
2. Dr. Anil Kumar Shukla
3. Mr. Prakritiranjana Das 
4. Dr. Sujit Kumar Ghosh 
5. Dr. Arnab Debbarman Roy 
6. Dr. Arup Baksi 
7. Mr. Arun Kumar Banik 
8. Mr. Debendra Shaw 
9. Dr. Kamal Kumar 
10. Prof. Jaydeb Sarkhel
11. Prof. Sudipti Banerjee
12. Mr. Avijit Patra 
13. Mr. Pranab Ghosal 

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Ref. No. \_\_\_\_\_

Date \_\_\_\_\_

The Principal presided over the meeting. Following resolutions were adopted in the meeting:

**Item No. 1: MoU between the Institute of Cost Accountants of India (ICAI) and Umeschandra College**

The IQAC recommended to take on the signing of the MoU between the Institute of Cost Accountants of India (ICAI) and Umeschandra College for the academic benefits of the students of the college.

**Item No. 2: Certificate Course for the students of the college**

IQAC recommended for organisation of Certificate Course on new aspects of the present Curriculum under CBCS for the practical exposure of students of the college

**Item No. 3: Teachers' participation in Refreshers' course, Orientation Programme, FD Programmes etc.**

IQAC recommended to take the initiative for teachers' participation in various Refreshers' course, Orientation Programme, FD Programmes etc. during the academic year 2019-20.

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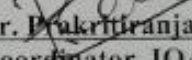
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## **Item No. 4: Students' participation in inter college sports**

It was recommended to the sports committees for enhancing students' participation in inter-college sports events during the academic year 2019-20.

## **Item No.5 : Miscellaneous**

As there was no other item to be discussed, the meeting ended by giving a vote of thanks to the Chair.

  
**Mr. Pratikranjan Das**  
Coordinator, IQAC  
Umeschandra College  
Coordinator  
IQAC

Umes Chandra College  
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Ref. No. \_\_\_\_\_


Date \_\_\_\_\_

No. 165 /SS-SM/2018-19

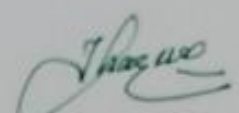
Date: 07.02.2020

## NOTICE

A notice is hereby given by the coordinator of IQAC that a meeting is to be held on Tuesday the 11<sup>th</sup> February, 2020 at Teachers Room at 9:00 a.m. All the members are requested to attend the meeting positively.

  
Mr. Prasenjit Das  
Coordinator, IQAC  
Umeschandra College

Agenda: Umeschandra College  
13, Surya Sen Street  
Kolkata-700012

  
Dr. Md. Tofazzal Haque  
Principal  
Umeschandra College  
(Dr. Md. Tofazzal Haque)  
Principal  
Umeschandra College  
13, Surya Sen St.  
Kolkata-700 012

1. To discuss about the process of uploading of information on the portal of AISHE for the Academic Year 2019-20
2. To discuss on the organisation of seminars, workshops, invited lectures etc.
3. To discuss regarding training of the teachers on Computerised Accounting and E-filling of Tax.
4. To discuss regarding self-defense course for girls students at Extended Campus.
5. Miscellaneous

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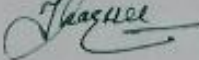

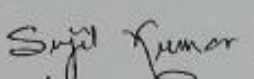
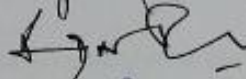
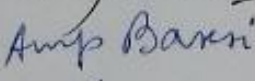

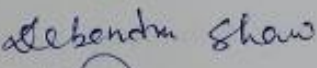
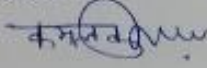
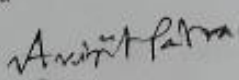
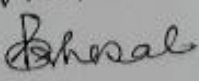
Office : (033) 2219 0164  
E-mail : umeschandracollege@gmail.com  
info@umeschandracollege.com  
Website : www.umeschandracollege.ac.in

Ref. No. \_\_\_\_\_

Date \_\_\_\_\_

Proceedings of the meeting of the IQAC Committee of Umeschandra College held on Tuesday the 11<sup>th</sup> February, 2020 at 9:00 a.m. in the Teachers' Room at 13, Surya Sen Street, Kolkata - 700 012.

Following members were present in the meeting -

1. Dr. Md. Tofazzal Haque 
2. Dr. Anil Kumar Shukla
3. Mr. Prakritiranjana Das 
4. Dr. Sujit Kumar Ghosh 
5. Dr. Arnab Debnarayan Roy 
6. Dr. Arup Baksi 
7. Mr. Arun Kumar Banik 
8. Mr. Debendra Shaw 
9. Dr. Kamal Kumar 
10. Prof. Jaydeb Sarkhel
11. Prof. Sudipti Banerjee
12. Mr. Avijit Patra 
13. Mr. Pranab Ghosal 

# UMESCHANDRA COLLEGE

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The Principal presided over the meeting. Decisions taken in the meeting dated 11.02.2020 :

**Item No. 1:** To discuss about the process of uploading information on the portal of AISHE for the academic year 2019-20

It was recommended that all the required information be collected from the office of the college to upload on the portal of AISHE for the year 2019-20.

**Item No. 3:** Organisation of seminars, workshops, invited lectures etc. during present academic year

IQAC recommended for organisation of seminars, workshops, invited lectures etc. especially on Ethics and Intellectual Property Rights in Higher Education during present academic year.

**Item No. 4:** Teachers' training on Computerised Accounting and E-filing of Tax

IQAC recommended to arrange a training programme for the teachers who are taking the classes on Computerised Accounting and E-filing of Tax for the Sixth Semester students.

**Item No. 5:** Self-defense course for girls students at Extended Campus

IQAC recommended to start a self-defense course for girls students at Extended Campus. The Principal be requested to talk with Kolkata Police about their 'Project Sukanya'.

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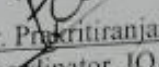
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## Item No. 5: Miscellaneous

As there was no other item to be discussed, the meeting ended by giving a vote of thanks to the Chair.

  
Mr. Pratikritiranjana Das  
Coordinator, IQAC  
Umeschandra College  
Coordinator  
IQAC

Umes Chandra College  
13, Surya Sen Street  
Kolkata-700012