



**BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA**

**Estd. - 2007**

**BAMANPUKUR . NORTH 24 PARGANAS . PIN - 743425 . WB**

**Ph- 03217-250816 / (M) 9830362656 .email : [bhkm2007@gmail.com](mailto:bhkm2007@gmail.com), [sbiswas2k@gmail.com](mailto:sbiswas2k@gmail.com)**

**Affiliated to West Bengal State University and sanctioned under 2(f) and 12(B) of the UGC Act.**

**(NAAC ACCREDITED)**

**Institutional perspective Plan uploaded in the College  
website**

**2017-2023**

Principal

## **PERSPECTIVE/STRATEGIC PLAN**

**Bamanpukur Humayun Kabir Mahavidyalaya**, a college at the doorstep of Sunderban, has grown up exponentially within a few years, always shown its commitment to uphold continuous good academic performance, to inculcate learner-centric and effective teaching-learning process, to ensure transparency

and credibility in the process of students' evaluation, as well as in academic administration, to develop a comprehensive system of student mentoring and student support system. As a new and small College, the college is trying its best to structure and restructure the guidelines and standard procedures, particularly after its first accreditation by NAAC. Since 2017, the College structured and initiated a Research Sub-committee (Now Research Development Cell, RDC), to build up a research culture among the faculty and students. Initiation of value-added, skill development and enhancement courses for improving employability of students through Career Counselling and Placement Cell. To institute a sustained quality system embedded with a consistent and value based planned action has always been the perspective and strategic plan of the College. To create an empowering academic environment for holistic development of students, the College IQAC and the Governing Body have taken continuous steps towards development and up-gradation with the motto to impart education, discipline, dedication and determination to the students.

With the advent of NEP 2020 the college is planning to set up new vision and mission. The goal is to reform the policies and implement it through the future Institutional Plan as listed below:

✓ For enhancing enrolment and diversifying student strength in our college we are taking efforts to introduce new UG and PG courses on the basis of the demand of the students, like UG in Anthropology, Defense Studies, Human Development, Human Rights. More short-term certificate/Add-on/ Value Added Courses for the students are initiated.

✓ For achieving students' excellence, all our students are motivated to achieve the learning outcomes and attributes. Through mentoring activities students are encouraged to participate in various curricular and extracurricular activities, like Student Seminars/Webinars, Research Projects, Cultural programmes, Sports,

Academic events and other competitions like elocution, debates, poster competition, essay writing etc. They are also encouraged to indulge in various social outreach activities conducted by the college under the guidance of Extension Cell, NSS, Equal Opportunity Cell etc, in the neighbouring communities. They are motivated to be keen environment changers and change the adjacent areas of the college by cleaning, planting trees, banning the use of plastic bags and other environmental measures. As proposed by the higher education department, NSS will be a mandatory subject for the students in near future. Strengthening the evaluation process, where student's academic performance will be evaluated continuously by conducting more tests, assignments, presentations, projects, viva-voce, term / semester examinations, etc. in light of NEP 2020, so that students can reach the level of obtaining 'Honours with Research' degree after four years.

✓ For achieving students' progression, teachers encourage learners to take higher studies through post-graduation program, the rate of which is increasing. The Career Counselling and placement Cell organizes career awareness programs like workshops, seminars, etc. for giving job related exposure to the students. The college is strengthening the Incubation Centre for skill development / enhancement and for preparing future entrepreneurs. To motivate students for self-employment different programmes/seminars are organized. Alumni Meet is arranged once or twice a year.

✓ **Up-gradation of the laboratories with latest lab equipment** and enrichment of the central library with text books, reference books and books on the competitive exams etc. is among our plans for up-gradation up to the optimum level. To upgrade more classrooms with ICT enabled tools is among the perspective plans of the College. **There is a plan to have an up-graded gym for catering the wellbeing of physical and mental health of students and ensure their fitness.**

✓ To achieve Faculty Excellence and improve the quality and quantity of research and publication, faculty empowerment strategies were adopted. Plans to improve the quality and quantity of research and publication by the teachers through vibrant involvement of the Research and Development Cell by organizing state, university, national and international level seminars/conferences/symposiums/workshops will be strategically deployed for elevation of the academic standards of the College to reach the level of excellence. Research culture is promoted by providing academic facilities but also monetary supports (as seed money for projects) in order to reach the goal of excellence. Staff Excellence: For attaining staff excellence, staff development programs are conducted on regular basis in collaboration with nearby institutions or with professional training partners.

✓ Governance: We offer a friendly, efficient and participative administrative environment within the College. The various Sub-committees and councils are functional and work for the holistic development of the institution and its stakeholders. Expansion of the scope of e-governance and digitalization of academic and administrative works is always a strategic plan of the College. To strengthen very good reliable relationship between the administrations, staff, students and parents of the college is always among the prime objectives of the College administration.

✓ For the sustenance of embedded Academic ambience coupled with discipline, dedication and determination, the College IQAC and the Governing Body have taken continuous steps towards development and up-gradation, such as :

- I. To uphold continuous good academic performance.
- II. To inculcate learner-centric and effective teaching learning process.
- III. To ensure transparency and credibility in the process of students' evaluation, as well as in academic administration.

- IV. To develop a comprehensive system of student mentoring and student support system.
- V. To create a good effective and dependable relation of the institution with its social community by strong effective need-based outreach activities of the college NSS and Extension cell.

**DEPLOYMENT OF PLAN:** The College takes steps for deployment of plans across all possible areas of development and for improvement in its academic standard. Following mechanisms are adopted to implement the above-mentioned plans.

**I. Curricular Aspects:**

- ✓ Curriculum delivered by the college comprises POs, PSOs and COs in every discipline for constant evaluation.
- ✓ The college offers courses related to employability, entrepreneurship, skill development, environmental studies and human values and ethics.
- ✓ Instituting qualified and experienced teachers/scholars for a vibrant academic and professional environment within the college.
- ✓ Strengthening the bond between students and teachers and mentoring them for being good Samaritans through induction meeting with Principal, regular meeting with the principal and teachers, regular mentoring activities etc.
- ✓ Conducting Academic and Administrative audits for betterment
- ✓ Strengthening existing Programmes and introduction of Additional ones (degree / certificate/ add-on/ value added)
- ✓ Collaborations and linkages academic institutions for effective execution of curriculum to promote excellence, value addition and contextual relevance

- ✓ Introducing interdisciplinary and multidisciplinary study system for more academic flexibility
- ✓ To continue to offer alternative career options, combinations, certificate and Add-on/value added courses, remedial classes and classes for advanced learners for effective curriculum delivery
- ✓ To obtain the feedback on curriculum, its scientific, systematic analysis for effective communication to Academic subcommittee / IQAC / Board of Studies for taking positive move for revision and restructuring of curriculum.

## II. **Teaching Learning and Evaluation:**

### Academic Quality Enhancement

- ✓ Transparent Admission Process and a well-defined mechanism based on merit; reservation policy is compiled as per rule.
- ✓ Proposed Honours courses for enrichment of the College..
- ✓ Attendance regularity of students is ensured by maintaining individual attendance register and plan for e-attendance mechanism.
- ✓ Induction meeting with the Principal to avoid the possibility of drop out and to ensure good academic performance.
- ✓ Parent-teacher meetings are regularly organized for academic monitoring.
- ✓ Regular departmental meetings, All-teachers' meeting, Teachers' Council meetings are the mechanisms to assure quality, to analyses the results and cherish achievements.
- ✓ Regular seminars / webinars, workshops, extension lectures, internships, experiential learning and educational tour etc. help enhancing the quality of teaching.

✓ Recognition of merits for academic and extracurricular performance of the students and achievements of faculty through felicitation ceremony are our unique efforts. With the help of our positively tuned alumni and our retired teachers and staff the college offers prizes.

✓ College continues to provide easy access to daily newspapers, journals, periodicals and internet in the library, enabling QPAC, NPTEL, INFLIBNET-NLIST services for the students and the teachers and reading halls. The college subscribes additional journals, e-journals, periodicals and Web Portals for enriching the reading resources.

✓ College LMS, Academic Resource Bank activated through college website and Swayam courses and lectures are the avenues for effective teaching and learning.

✓ Academic discipline in Teaching-Learning process is assured by preparing prospectus, Academic Calendar and time-table.

✓ Use of ICT and innovative teaching and learning resources like LCD projectors for power point presentation; internet etc. in Teaching-learning has changed the dimension of teaching and has made learning more interesting for the students. The faculty members use various teaching techniques and aids. Special efforts are devoted to improve the learning and communication skill of learners.

✓ The college will continue to ensure intensive use of innovative teaching and learning resources like LCD projectors for power point presentations, models, internet connections, Interactive Language Laboratory, Computing Laboratory, etc for ICT enabled teaching-learning.

Continuous evaluation

✓ Continuous evaluation of the students on the basis of their basic learning and prepare strategies to cater to the needs of the learners and to bring them on common platform of career aspirations.

✓ Class tests are taken regularly

✓ Tutorials are parts of the regular teaching-learning and continuous evaluation

✓ Parameters are set by the teachers to identify advanced learners and slow learners; remedial classes and classes for advanced learners are arranged to bridge the gaps and/or to enrich further.

✓ Mentoring by the teachers to help the students to achieve the overall goals of the college.

✓ Students' centric teaching system is to be emphasized.

✓ Faculty exchange programmes also help to provide support to the students.

#### Introduction of job oriented Programmes

✓ Introduction of job oriented Programmes by Career Counselling and Placement Cell and by IQAC with the help of the departments and in collaboration with industrial partners

✓ Introducing more innovative job oriented courses through certificate and diploma courses has taken a steep upward move specially after re-opening of college in offline mode in the post pandemic period.

✓ Incubation Centre of the College is continuously trying to enhance entrepreneurial ability among the students.

### **III. Research Consultancy and Extension:**



✓ The Research and Development Cell constituted in 2017, has been subsequently rejuvenated to create an enabling environment for research-based studies and publications.

✓ Institution Innovation Council (IIC) provides support to the students and the teachers to work with new ideas and transform them into innovative activities.

✓ The Incubation Centre has started functioning under the umbrella of IIC to develop entrepreneurial skills amongst the students by means of their own creations and products.

✓ Since April, 2022 it has become a collaborative venture making cluster among few other institutions, like Taki Govt College, APC College, Hazi Desarath College to be in tune with the spirit of NEP 2020.

✓ Exhibition cum sale of products is proposed for attracting more students towards innovative achievement.

✓ RDC keeps in touch with the library for a vibrant and resourceful academic environment. It assures the availability of e-Journal and e-Resources to all the students and faculties.

✓ RDC motivates teachers and students to undertake research activities such as project and review writing, publication of research papers in reputed journals and participate and present the research papers in seminars / workshops / conferences.

✓ Seed money for Minor Research Projects for the staff.

✓ Recommends faculties applying for various Fellowships/ Scholarship programs for higher education.

✓ Recommends students applying for Internship/ Scholarship programs.

✓ It plans to encourage and help more faculties to participate in FDPs related to new technologies and subject up-gradation.

✓ In future it plans to be center of research.

#### **IV. Infrastructure and Learning Resources:**

✓ Perspective Plan as regards to Infrastructure and Learning Resources are based on certain strategic policies

✓ Continuous improvement of infrastructure and learning resources.

✓ Optimum utilization and maintenance of available infrastructure and learning resources

✓ Concerted efforts to obtain grants for infrastructure development

✓ To activate these plans certain practices of institution in respect to provision of infrastructure and Learning Resources need to be highlighted to explain deployment of plans

✓ Well-equipped Computer laboratories

✓ Main Library with increasing holdings and user friendly, automated and comprehensive Library services

✓ Departmental rooms for faculty with departmental libraries, computers and internet facilities in teachers' staff room, some departmental rooms, library, and IQAC room.

✓ Safe, pure and cold drinking water facility in every floor

✓ Adequate number of toilets in all blocks for students.

✓ Well-furnished Seminar Hall

- ✓ Well-furnished and fully computerized Administrative Office
- ✓ Spacious, well-furnished, well-ventilated canteen.
- ✓ Maintenance and cleanliness of infrastructure
- ✓ Reduction in electricity bills by use of LED bulbs and solar panels
- ✓ Well secured fire extinguisher with gas and water facilities in strategic places.
- ✓ Complete automation of Library services
- ✓ Computers at offices, Library and departments with LAN
- ✓ Within limited scope college library keeps sufficient reference books, subject related good quality text books, sufficient PCs with internet access for the completion of projects and research work etc.
- ✓ The college maintains the system of 360-degree evaluation of teachers by students and other stakeholders to develop a mind-set among faculty towards accountability, confidence, readiness to receive criticism, openness, sense of introspection to improve their performance in teaching learning.
- ✓ The college has set biometric system of attendance for recording the arrival and departure time of the staff. This has helped to develop a sense of regularity and punctuality.
- ✓ Academic infrastructure such as instruments, laboratories, ICT facility, Library, INFLIBNET and other requirements have been strengthened for sustenance of quality.

## **V. Student Support and Progression:**

✓ The College has set grievance box, where students drop in their suggestions / grievances. These are scrutinized, periodically and taken into account for further improvement.

✓ Awareness Programmes on health hygiene and personal sanitation, electrical safety, soil testing, environment, cleanliness campaign, energy and environmental conservation campaign and tree plantation, at the adopted villages are done by involving students to create a sense of social responsibility among them.

✓ Right to Information Cell, Internal Complaints Committee, Anti Ragging Committee, Extension Cell, allied with the cells for the Minorities, Scheduled Caste and Tribes and for the OBC students, staff and community help generating awareness. Students are encouraged to undertake socially responsible activities to make an impact on the society as a whole.

✓ The college has a strong NSS unit, which trains the students to be sensitive towards their neighbourhood. Constantly innovative outreach programmes are organized by different departments with involvement of students for grooming them as responsible citizens.

✓ Library facility continues to be extended to alumni as well as needy students of the nearby areas.

✓ Internships, field visits, frequent counselling sessions provide information about career options, organisation of CSR based trainings for employment, preparation for Govt. jobs etc.

## **VI. Governance Leadership and Management:**

- ✓ Institutional Vision and Leadership Vision and Mission of the institution are communicated effectively to all stake holders through website and prospectus.
- ✓ The Governing Body and employees work together for the development of the institution.
- ✓ Democratic and participatory governance is the special feature of the college administration.
- ✓ Strategy Development and Deployment Perspective plan is designed collectively based on feedback from stack holders.
- ✓ The college is maintaining its organizational arrangements for effective functioning through
  - ✓ Decentralized administrative mechanism with accountability.
  - ✓ Participatory functioning of the institution involving all staff members.
  - ✓ Distribution of responsibilities equitably according to capabilities.
  - ✓ Constituting annually statutory and non-statutory committees with clearly specified roles, responsibilities and objectives.
  - ✓ Efficient Students' Body and Students' Grievance Cell, Students' Welfare Committee, Gender Equity Cell, Anti Ragging Committee etc.
  - ✓ Extensive representation of staff and students in decision making, execution of policies of the college.
  - ✓ Faculty and Staff empowerment by organizing Faculty Development Programmes and Staff Development Programmes regularly
  - ✓ Strategic policy implementation efforts for filling up the vacancies with qualified faculty and staff as and when vacancy arises.

✓ IQAC taking effort to record comprehensive and effective performance appraisal of faculty as per API and staff through self-appraisal reports on annual basis.

✓ Maintaining good rapport with University and Higher Education Department of West Bengal and good interpersonal relations.

✓ Maintaining conducive work environment.

✓ Use of ICT in teaching-learning system and governance.

✓ An integrated framework of financial management and resource mobilization

✓ Growth oriented annual budgetary allocation.

✓ Effective internal control through Bursar, Teachers' Council Secretary and IQAC

✓ Regular internal and external academic and administrative audit and timely audit of the accounts

✓ Consistent effort for grants from external government and non-government agencies

✓ The college IQAC will strengthen the self-appraisal system of teachers by regularly recording the API score of each teacher by the end of the academic year, which will enable them to realize their academic standard and engage them in various activities to excel in their academic performance.

**Academic Audit: Monitoring of Teaching-learning process by the norm of multiple layers of Academic audit:**

✓ PBAS / Individual performance report and Academic Monitor and other academic documents, verified by the Departmental Head, IQAC, Principal, Governing Body nominees and University nominees

- ✓ Presentations by the departments before the IQAC
- ✓ Verification of data and documents related to teaching-learning by the IQAC and by the Principal and then by the external auditors
- ✓ Analysis of feedback given by the stakeholders and to take necessary remedial actions

## **VII. Innovations and Best Practices:**

- ✓ Green Audit including Rain Water Harvesting
- ✓ Energy Audit
- ✓ Environment awareness Programmes
- ✓ Each day college ensures cleanliness of the campus.
- ✓ Energy conservation by reducing Electricity consumption through installation of solar energy and LED/CFL lights
- ✓ Promoting eco-friendly campus and making efforts to achieve paper less governance.
- ✓ Efforts taken to ensure no- plastic zone and intensifying rain water harvesting plan
- ✓ Effective implementation of the policy of recycling of paper.
- ✓ Encouraging innovative practices in the field of teaching-learning strategies and community centric programmes.
- ✓ Encouraging innovative practices in various extra and co-curricular activities by the committees and cells

✓ Best Practices of the college include Student Profiling, 360- degree appraisal of the teachers, Extension activities of the Social Outreach Cell. 360-degree appraisal is a process through which the employer evaluates employee's performance from as many sources as possible.

✓ Library Day observation by each course

### **Institutional distinctiveness:**

The College's distinctiveness is the impeccable maintenance of Academic Monitor ratified at 4 levels, the Teacher, IQAC and Principal, The Governing Body and the Academic Audit Team.

✓ Bamanpukur Humayun Kabir Mahavidyalaya, wants to be known as an institution for encouraging Research, Innovation and Entrepreneurship in the college campus. This is in compliance with the vision of the MHRD to create a sustainable future and enhance the rational knowledge of teachers and students. Research and Development cell was established to inculcate research and innovative skills among faculty and students. The R&D Cell provides a platform for creativity and innovation to flourish young minds in the college. The R& D cell meets frequently to discuss and decide about the cherished objectives, i.e, i. To generate innovative ideas on academic and societal problems; ii. To Encourage, Coordinate and Implement Research And Development Programs (workshops/ seminar/ trainings) ; iii. To create awareness on evolving technologies and industrial standards for products; iv. To encourage and facilitate the publication of the research work/projects in reputed academic journals and reputed conferences; v. To encourage Core Competence and Consultancy work.





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### **Institutional perspective Plan deployment documents**

2017-2023

Governing Body Decisions and Action Taken Report

[Meeting-Minutes]

Principal



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2017

## মিটিং রেজল্যুশন বই MEETING RESOLUTION BOOK

Rolling No.	Rolling No.	উপস্থিত সভ্যদের নাম NAME OF MEMBERS PRESENT	Time / Place
10/01/2017	10/01/2017	1. Mr. Muktayung Mandal	10:10
		2. Mr. B.	10:10
		3. Mr. B.	10:17
		4. Mr. B.	10:18
		5. Mr. B.	10:18
		6. Mr. B.	10:20
		7. Mr. B.	10:21

Sl. / No.	রেজল্যুশন / Resolution Adopted
	Mr. Muktayung Mandal, President Governing Body of the college presided over the meeting.
	Item-1:- Confirmation of the proceedings of the early meeting held on 18.08.2016. The resolution of the meeting held on 17th May, 2016 at the chamber of the principal is read and confirmed.
	Item-2:- NAAC Accreditation and Post NAAC Activities including RURA. The Principal of the college apprised the house regarding NAAC Assessment and Accreditation held on 24 <sup>th</sup> Sept. 2016 and its outcome. The Governing Body of the college expressed pleasure being heard the assessment of 'A' grade by the NAAC. The G.B. has expressed deep gratitude to all of the stakeholders of the college. Received that the information be sent to the office of the VC, WBSU and DPT soon.
	Item-3:- Received that an application be made to the WBSU for Development Grant for 12 <sup>th</sup> Plan period soon.
	Item-4:- Development activities of the college. The Principal of the college has apprised the meeting regarding the e-tender and subsequent work order in favour of Sri Frank Kumar Das for reconstruction of the sanctioned building in the college. Received that an utilization certificate



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Sl. No.	Resolution Adopted
	<p>for the released amount of Rs. 617,160/- (vide sanction grant memo - 310(CAMC)/EH/11/21/20 - 23/05 dt. - 19/01/2016) be sent to the office of the Joint Secretary, Higher Education Department, District Bhawan, etc.</p>
	<p>Further resolved that on application for the balance amount of Rs. 10,00,000/- be immediately send to the office of the Joint Secretary, CB Branch, District Bhawan for early release and completion of the work.</p>
Item 5:-	<p>Grant of incentives in favour of the teachers having M. Phil and Ph.D.</p>
	<p>Resolved that incentives in favour of Senior Lecturer of Department of Education and Project Pursuit Officer of the Department of History, who have M.Phil degree may be recommended for admissible incentives as per the Government Memorandum Ed 972 - Edn/24-70/13 dt. - 29.11.16</p>
	<p>Resolved that incentives in favour of Dr. Samanta Mohanti of Dept. of Political Science and Dr. Sachin Kumar of Dept. of Bengali, who have Ph.D. degree may be recommended for admissible incentives as per the Government Memorandum Ed 972 - Edn/24-70/13 dt. - 29.11.16</p>
	<p>The Principal of the College is requested to expedite the matter and to send application to the Office of the JSE, etc.</p>
Item 6:-	<p>Creation of the post for Non-Teaching staff of the College.</p>
	<p>The issue of Post Creation (Non-Teaching staff) raised by the Principal of the College is discussed. The Principal of the College has apprised latest situation i.e. the submission of the application and the despatch no (708) of the file at District Bhawan at branch etc.</p>
	<p>Resolved that a fresh application requesting 21 (Twenty One) non-teaching posts in the post of Head - Clerk - 1 post, Clerk - 3 posts, Typists - 1 post, Store - Typist - 1 post, Electrician - 01 - Cook/Helper - 1 post, Peon - 3 posts, Guard - 2 posts, Sweepers/Janitor - 2 posts, etc. (Sanctioned).</p>



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## নির্দেশিত রেজল্যুশন বই MEETING RESOLUTION BOOK

সি. নং / Meeting No. Sl. No. / Date	উপস্থিত সভ্যগণের নাম NAME OF MEMBERS PRESENT	সময় / Place Time / Place
১। ১	১। ১	১১। ১০
১। ২	১। ১	১১। ১০
১। ৩	১। ১	১১। ১০
১। ৪	১। ১	১১। ১০
১। ৫	১। ১	১১। ১০
১। ৬	১। ১	১১। ১০
১। ৭	১। ১	১১। ১০

সি. / No.	রেজল্যুশন / Resolution Adopted
	1 post - Generator / Pump operator - 1 post - Lady Attendant - 1 post - Laboratory Attendant - 1 post (for Geography Department) - Librarian - 1 post - library clerk - 1 post and library Peon - 1 post be immediately sent to the D.I.E again - the appropriate programme informing the student strength and other relevant matters. The Principal of the college is requested to expedite the matter soon.
	Item - 2 - CAS of Prof. Sumita Chatterjee As per records it is observed that Sumita Chatterjee was placed as Assistant Professor (Stage-2) in the scale of Rs. 12,000 - 39,100/- with Academic Grade by Rs. 6000/- with effect from 6 <sup>th</sup> April, 2010 vide D.P.'s Memo No. - 2529 - UGC Dated. 29.11.2010. Further observed that she has completed 05 (five) years continuous and satisfactory service on 5 <sup>th</sup> April, 2015 as Assistant Professor (Stage-1) in Education with reference to her joining and fixation as Assistant Professor (Stage-1) in Education in the scale of Rs. 12,000 - 39,100/- following existing UGC Regulation, 2009. Resolved that in terms of G.O. No. 920 - Edn. (CS) dated 25.02.11 and G.O. no. 201 - Edn. (CS) dated 29.02.11 and G.O. no. 920 - Edn. (CS) dated 21.12.12, Sumita Chatterjee be placed in the higher academic Grade by band of Rs. 15,600 - 39,100/- with ACP of Rs. 7000/- with effect from 6 <sup>th</sup> April, 2013 and be redesignated as



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Sl. No.	Resolution Adopted
	<p>Assistant Professor (Stage-1) of Education on completion of 05 (five) years continuous and subsidiary service as Assistant Professor (Stage-2) in Education in the scale of Rs 18,600 - 32,100/- with academic grade pay Rs 6000/-</p> <p>Resolved further that she has not taken Extra-Ordinary leave during the period of 05 (five) years' service since 6<sup>th</sup> April 2010 to 5<sup>th</sup> April, 2015 while she was serving as Assistant Professor (Stage-2) in Education and such Extra-Ordinary leave has been granted vide G.O. Resolution dated -Nil.</p> <p>Resolved also that the Principal would take up the matter with the S.P. West Bengal by providing with copies of the following - 1) report of the incumbent duly countersigned by the competent College authority. 2) All pay fixation orders. 3) Detailed leave statement (for last 5 years).</p>
Item-2	<p>Education leave of Dr. Namrata Khatun.</p> <p>Resolved that an Educational leave from to be sanctioned to Dr. Namrata Khatun for her participation in the International Political Science Association Conference held at for</p>
Item-3	<p>Students' Union Election, 2017.</p> <p>Resolved that necessary steps to be taken for conduction of Student Union Election 2017, following the direction of the District Administration and the</p>
	<p style="text-align: right;"><i>Pratibha Ghosh</i> President Governing Body BKM Mahavidyalaya</p> <p style="text-align: right;">9/6/17</p>



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মিটিং নং / Meeting No.	তারিখ / Date	উপস্থিত সভ্যদের নাম NAME OF MEMBERS PRESENT	স্বাক্ষর / Sign
177	03/01/2017		
১) ১		১) ড. দেবানন্দ সেন	১৭/১৬
১) ২		১) ড. সন্দীপ কুমার	১৭/১৬
১) ৩		১) ড. সন্দীপ কুমার	১৭/১৬
১) ৪		১) ড. সন্দীপ কুমার	১৭/১৬
১) ৫		১) ড. সন্দীপ কুমার	১৭/১৬
১) ৬		১) ড. সন্দীপ কুমার	১৭/১৬
১) ৭		১) ড. সন্দীপ কুমার	১৭/১৬
১) ৮		১) ড. সন্দীপ কুমার	১৭/১৬

ক্রমিক / Resolution Adopted

Sr. Manjunjoy Mandal, President, Governing Body of the college presided over the meeting.

Item 1:- Confirmation of the proceeding of the early meeting held on 10.01.2017.

The resolution of the meeting held on 10<sup>th</sup> January, 2017, at the chamber of the principal is read and confirmed.

Item 2:- Confirmation of the appointment and joining of Smt. Debanee Saha in the Department of Sanskrit.

Considered the letter received from the West Bengal College Service Commission with recommendation of Dr. Debanee Saha to the post of Assistant Professor in Sanskrit of BKM Mahavidyalaya vide WBCC recommendation no. - 61/Sanskrit/10334/Resom/10/17 dated 03.01.2017 and the letter of appointment by the Principal/Secretary of the college and resolved that the letter of appointment be approved.

Further resolved that the joining of Debanee Saha to the post of Assistant Professor in Sanskrit on 17<sup>th</sup> January (Forenoon), 2017, on the basis of the college, be approved.

It is also resolved that appropriate steps be taken for fixation of pay of the teacher in time.



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Sl. No.	ORDER / Resolution Adopted
Item - 3:-	<p>Confirmation of the appointment and joining of Sri Ashis Biswas in the department of English.</p> <p>Considered the letter received from the West Bengal College Service Commission with recommendation of Ashis Biswas to the post of Assistant Professor in English of B.K.M. Mahavidyalaya vide WBCSC recommendation No. - 325/Eng/WBCSC/Recor/52/17 dated 20.02.2017 and the letter of appointment be approved.</p> <p>Further resolved that the joining of Ashis Biswas to the post of Assistant Professor in English on 21<sup>st</sup> April (Forenoon), 2017, on the basis of the WBCSC recommendation memo, and the appointment letter issued by the Principal of the college, be approved.</p> <p>It is also resolved that appropriate steps be taken for fixation of pay of the teacher in time.</p>
Item - 4:-	<p>Confirmation of the appointment and joining of Sri Debroy Howladar in the department of Bengali.</p> <p>Considered the letter received from the West Bengal College Service Commission with recommendation of Debroy Howladar to the post of Assistant Professor in Bengali of B.K.M. Mahavidyalaya vide WBCSC recommendation no. - 113/Beng/WBCSC/Recor/52/17 dated 19.02.2017 and the letter of appointment by the Principal/Secretary of the college and resolved that the letter of appointment be approved.</p> <p>Further resolved that the joining of Debroy Howladar to the post of Assistant Professor in Bengali on 29<sup>th</sup> April (Forenoon), 2017, on the basis of the WBCSC recommendation memo, and the appointment letter issued by the Principal of the college, be approved. It is also resolved that appropriate steps be taken for fixation of pay of the teacher in time.</p>
Item - 5:-	<p>Construction of Building in the College</p> <p>Principal of the college approved the issue for immediate construction of a building of 2000 sq ft (approx) to accommodate different departments like JSS, Sports, Extra-curricular activities, Music and culture etc.</p> <p>It is also resolved that a detailed plan and estimate (Rs. 400,000.00) in support of the application be submitted to the office of the DCS, Bidhan Chandra Roy Building of the College. It is requested to expedite the matter.</p>



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(NAAC ACCREDITED)

2017

## মিটিং রেজল্যুশন বই MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	উপস্থিত সভ্যদের নাম NAME OF MEMBERS PRESENT	তারিখ / Date
১১১	১১ ১	১১/১১
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১১৩	১১/১০	১১/১৩
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নং / No.	রেজল্যুশন / Resolution Adopted
Item-6:	Equipment for the college - Resolved that an application for grant regarding computer, projector, and other accessories be sent to the office of the D.P.I with necessary paper.
Item-7:	Colour washing of the college - Resolved that an estimate for colour washing of the entire college be prepared and an application for grant for colour washing be sent to the office of the D.P.I for approval sanctioning of the amount required for the purpose.
Item-8:	Furniture for the classroom - Resolved that an application be sent for 50 desk-chair-bench for classroom to the office of the D.P.I with necessary paper. Further resolved that an application for grant be sent to the office of the D.P.I for 10 Almirah with necessary papers.
Item-9:	NSS Unit-II Resolved that Prof. Sumita Chatterjee of the Department of Education, who has completed the summer seven day Orientation Course on NSS from the IDRC, Narendrapur and approved by the P.C. WBSEU, be appointed as the





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Sl. No.	Program / Resolution Adopted
	Programme Officer for NSS unit No. 2 and the same be communicated to the programme coordinator, West Bengal State University.
Item - 10:	Additional increment in favour of Dr. Debajyoti Saha, Asst. Professor, Dibrui Hostel.
	Received that Dr. Debajyoti Saha who has joined as Asst. Professor in Sarakhat on 17.01.2017 having Ph.D. as the highest degree may be awarded additional increment during fixation of pay w.e.f. 17.01.2017. The principal of the college is requested to send the necessary papers to the office of the UPE for fixation.
	Received that Sri Abhishek Mishra who has joined as Asst. Professor in English on 21.04.2017 having M.Phil. as the highest degree may be awarded additional increment during fixation of pay w.e.f. 21.04.2017. The principal of the college is requested to send the necessary papers to the office of the UPE for fixation.
	Resolved that Sri Debajyoti Saha, who has joined as Asst. Professor in Bengali on 28.04.2017 having M.Phil. as the highest degree may be awarded additional increment during fixation of pay w.e.f. 28.04.2017. The principal of the college is requested to send the necessary papers to the office of the UPE for fixation.
Item - 11:	Creation of the Posts of the Teaching Staff at various departments.
	The issue of shortage of teaching staff at various departments is raised and discussed. The Principal of the college has apprised the house regarding the facilities of submission of application for the admissible post.
	Resolved that an application seeking 25 Teaching Posts in the Departments of: Bengali (10 posts), English (10 posts), History (2 posts), Education (2 posts), Political Science (2 posts), Sanskrit (2 posts), Geography (4 posts), Arabic (2 posts), Sociology (2 posts), Philosophy (2 posts), Human Rights (2 posts), Anthropology (4 posts), Defense Studies (2 posts), and Human Development (2 posts).



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নিচিৎ নং / Meeting No.	উপস্থিত সভ্যদের নাম NAME OF MEMBERS PRESENT	তারিখ / Date	স্থান / Place Date / Time
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2018

## মিটিং রেজলিউশন বই MEETING RESOLUTION BOOK

মিটিং / Meeting No.	তারিখ / Date	উপস্থিত সভ্যসদস্যের নাম NAME OF MEMBERS PRESENT	স্থান / Place	সময় / Time
15	02-02-2018	১) ১. Mrityunjoy Mondal ১) ২. S. Parveen ১) ৩. Shilpa Sankar Saha ১) ৪. Dr. S. K. Saha ১) ৫. Prof. Arghulab Paul ১) ৬. Prof. Purnima Bhowmik ১) ৭. Prof. Purnima Bhowmik	১) ১. Bamanpukur ১) ২. Bamanpukur ১) ৩. Bamanpukur ১) ৪. Bamanpukur ১) ৫. Bamanpukur ১) ৬. Bamanpukur ১) ৭. Bamanpukur	১) ১. ১০:৩০ ১) ২. ১০:৩০ ১) ৩. ১০:৩০ ১) ৪. ১০:৩০ ১) ৫. ১০:৩০ ১) ৬. ১০:৩০ ১) ৭. ১০:৩০
১৫ / No.	রেজলিউশন / Resolution Adopted			
	<p>Sri Mrityunjoy Mondal, President, Governing Body of the college preside over the meeting.</p> <p>Item-1:- Formation of a <sup>construction and</sup> development committee of the college.</p> <p>Resolved that a construction and development committee of the college be formed with Dr. Sanchita Hazra as convenor along with five other members. Resolved that Prof. Purnima Bhowmik, Prof. Arghulab Paul, Dr. Sanchita Mondal, and Dr. Sankar Haldar will be other members of the said committee.</p> <p>Item-2:- Formation of Finance Committee of the college.</p> <p>Resolved that a Finance Committee of the college be formed with Prof. Arghulab Paul as convenor along with four other members. Resolved that Prof. Purnima Bhowmik, Dr. Sanchita Hazra, Sri Mrityunjoy Mondal and Prof. Shilpa Sankar Saha will be the other members of the said committee.</p> <p>Item-3:- Formation of Purchase Committee of the college.</p> <p>Resolved that a purchase committee of the college be formed with Prof. Purnima Bhowmik as convenor along with three other members. Resolved that Dr. Sanchita Hazra, Prof. Arghulab Paul and Sri Sanjoy Guha will be the other members of the said committee.</p>			



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2018

Sl. No.	Program / Resolution Adopted
Item. 4:-	Applications for the post of Librarian Resolved that an application be made to the office of the BPL for sanctioning of the post of Librarian of the college and an intimation be sent to the office of the Chairman, B.D. College Service Commission in this regard.
Item. 5:-	Annex Building Resolved that a vetted plan and estimate (Rs 44,95,500/-) be sent to the Office of the BPL for sanctioning of an amount to construct an Annex Building in the college.
	Meeting ended with vote of thanks to the chair.
	Smt. Sujanya Mandal.



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2018

## মিটিং রেজল্যুশন বই MEETING RESOLUTION BOOK

মিটিং নং/Meeting No.	তারিখ/Date	উপস্থিত সদস্যদের নাম NAME OF MEMBERS PRESENT	সময়/Time	সম্পন্ন/Status
1/6	02-02-18	1. স্রী মল্লিক্যয়্য মাস্কট	১১:১৫	সম্পন্ন
১/২		২. স্রী মল্লিক্যয়্য মাস্কট	১১:১৫	
১/৩		৩. স্রী মল্লিক্যয়্য মাস্কট	১১:১৫	
১/৪		৪. স্রী মল্লিক্যয়্য মাস্কট	১১:১৫	
১/৫		৫. স্রী মল্লিক্যয়্য মাস্কট	১১:১৫	
১/৬		৬. স্রী মল্লিক্যয়্য মাস্কট	১১:১৫	
১/৭		৭. স্রী মল্লিক্যয়্য মাস্কট	১১:১৫	

স্ল/No.	সংক্রান্ত/Resolution Adopted
	Sri Mallikyayy Masikat, President, Governing Body of the college preside over the meeting.
	Item:1. Confirmation of the proceedings of the 15 <sup>th</sup> G.B meeting held on 02/02/2018.
	The resolution of the meeting held on 10 <sup>th</sup> January, 2018, at the chamber of the principal is read and confirmed.
	Item:2. Sanction of earned leave from 29.02.18 to 20.03.2018 and medical leave from 21.03.18 to 15.04.18 of Dr. Sanchita Hazra of Dept. of Bengali.
	The application for earned leave from 29.02.18 to 20.03.18 and medical leave from 21.03.18 to 15.04.18 of Dr. Sanchita Hazra of Dept. of Bengali is sanctioned.
	Item:3. Sanction of an duty leave of Dr. Hammatu Kathani from 01-02-18 to 22-02-18 to participate in refresher course at Calcutta University.
	The application of an duty leave of Dr. Hammatu Kathani from 01-02-18 to 22-02-18 to participate



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2018

Sl. No.	Program / Resolution Adopted
	<p>in reformation course at Calicut University is sanctioned</p>
	<p>Item 4 - Sanction of on duty leave of Prof. Anghadip Paul of the department of education from 10.02.18 to 24.02.18 to participate in Research methodology course at IIPA, New Delhi</p>
	<p>The application of on duty leave of Prof. Anghadip Paul of the department of education from 10.02.18 to 24.02.18 to participate in Research methodology course at IIPA, New Delhi, is sanctioned.</p>
	<p>Item 5 - Sanction of on duty leave of Prof. Sumati Chatterjee of the Dept. of Education from 26.03.18 to 31.03.18 to participate in refresher course at IISW, New Delhi.</p>
	<p>The application of on duty leave of Prof. Anghadip Paul of the department of education from 26.03.18 to 31.03.18 to participate in refresher course at IISW, New Delhi, is sanctioned.</p>
	<p>Item 6 - Confirmation of uninterrupted service of Dr. Debancee Sathu (Joined on 17.01.2012), Ashis Ghose (Joined on 31.04.2012) and Debraj Haldar (Joined on 29.04.2012) who has completed required services in the college.</p>
	<p>unanimously resolved that the service of Dr. Debancee Sathu, who has joined the college in the post of Assistant Professor in Sanskrit on 17.01.2012 and whose pay is duly fixed by the DPT, Govt. of West Bengal and completed her probation period of one year on 18.01.2012 be confirmed.</p>



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2018

## মিটিং রেজল্যুশন বই MEETING RESOLUTION BOOK

মিটিং / Meeting No.	উপস্থিত সভ্যদের নাম NAME OF MEMBERS PRESENT	স্থান / Place Date / Time
১১১.	১১১. A.	১১/১১
১১২.	১১১. B.	১১/১১
১১৩.	১১১. C.	১১/১১
১১৪.	১১১. D.	১১/১১
১১৫.	১১১. E.	১১/১১
১১৬.	১১১. F.	১১/১১
১১৭.	১১১. G.	১১/১১

ক্র. / No.	রেজল্যুশন / Resolution Adopted
	<p>It is unanimously resolved that the service of Ashis Biswas, who has joined the college in the post of Assistant Professor in English on 21.04.2017 and whose pay is duly fixed by the D.P. Govt. of West Bengal and completed his probation period of one year on 22.04.2018 be confirmed.</p> <p>It is unanimously resolved that the service of Rajib Halder, who has joined the college in the post of Assistant Professor in Bengali on 20.04.2017 and whose pay is duly fixed by the D.P. Govt. of West Bengal and completed his probation period of one year on 22.04.2018 be confirmed.</p>
	<p>Item 7. Continuation of work.</p> <p>As Kalyani University has withdrawn their study centre following the jurisdictional reason, it is resolved that an application for a study centre for both BDP and PAF be made to the Director of open schools. The Principal of the college is requested to expedite the matter.</p>
	<p>Item 8. Recruitment of non-teaching staff.</p> <p>The Principal of the college informed the same about creation of 7 non-teaching post and one post of Librarian by the Directorate of Higher Education vide memo no. 555/41-11/11 dt-</p>



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2018

Sl. No.	CWSPM / Resolution Adopted
	<p>21.05.2018 Resolved that a selection committee will be formed as per Govt. rules. Resolved that application be made to the appropriate authorities for government service. The notice and 2000 rupees fee are resolved that Dr. Kishore Biswas, Head of the college will be the member of the Government Body. The principal of the college will convene the meeting as usual.</p>
	<p>Further resolved that advertisement for the post will be given in the first newspaper (Mishra) and the statement seeking application from the aspiring candidates with a service fee of Rs. 500/- (500 for SC and ST) for each post. It is resolved that an application be made to be sent to the Directorate of Employment including the subsidiaries. Also resolved that an advertisement for walk-in-interview for group-B post will be made 15 days prior to the selection as per government rules with similar fees. Those who applied earlier need not apply again.</p>
	<p>Item 9: Payment for the Guest lecturer. The issue of increasing in the amount of payment of the Guest-lecturer is discussed. Resolved that an amount of Rs. 4000/- per month for eleven consecutive months will be paid. One month will be kept full rate in attendance and payment.</p>
	<p>Item 10: First Semester admission and the introduction of CBC. Resolved that notice admission following the CBC as introduced will be followed as per University regulation. Class routine will be prepared as per requirement.</p>





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2020

## মিটিং রেজল্যুশন বই MEETING RESOLUTION BOOK

Roll No / Meeting No.	19	উপস্থিত সভ্যদের নাম	Roll No / Name	Signature
তারিখ / Date	20.01.2020	NAME OF MEMBERS PRESENT	Roll/Time	Signature
Sl. No.	Member's Name	Sl. No.	Sl. No.	
01.1	Dr. Maitiunjoy Mondal	01.1	01.1	
01.2	Dr. Anindita Ghosal	01.2	01.2	
01.3	Dr. Anindita Ghosal	01.3	01.3	
01.4	Dr. Anindita Ghosal	01.4	01.4	
01.5	Dr. Anindita Ghosal	01.5	01.5	
01.6	Dr. Anindita Ghosal	01.6	01.6	
01.7	Dr. Anindita Ghosal	01.7	01.7	

সং / No.	সংকল্পন / Resolution Adopted
	Dr. Maitiunjoy Mondal, President, Governing Body of the college preside over the meeting.
	Item 1. Confirmation of the proceedings of the 15 <sup>th</sup> Governing Body meeting held on 08.04.2020.
	The resolution of the meeting held on 27 <sup>th</sup> April, 2019, at the chamber of the Principal is read and continued.
	Item 2. Third semester and Fifth semester admission following CBES.
	Resolved that the admission in first third and fifth semester will be done following the existing policy and the report to be sent to the University and the office of the 2020 duly.
	Item 3. Transfer and release of Dr. Debajit Saha and confirmation of the same post from BOS, Reuter and Requisition.
	Resolved that the release of Dr. Debajit Saha from the college vide Memo No. BHVM/05/Release/2/19, dt. 24.03.2019 following the Government order No. 1225/Edn (CS)/19-22/2019 dt. 22.08.2019 accepted. The Principal is requested



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Sl. No.	সংক্রান্ত / Resolution Adopted
	to prepare a new register and authenticate the same from the OGW office as the past is wanted following the release of Dr. Niharica Saha.
Item: 4.	Construction of Annex Building of the College.
	The Governing Body of the College accepted the work order placed in favour of Sanku Construction (P) Ltd vide memo no. BHKM/20/Annex/ET/1/19 dt. 19.11.2019, selected through the e-procurement system ID No. - 2019-048-242241-1 and Contract No. - 001/20/E-TENDER/2019. Further resolved that the excess amount if required to be sanctioned as per the report of the S&T. Division.
	Further resolved that the first floor of the same building having similar amount, duly valued and estimated by the competent authority may be placed in favour of the same tenderer in consultation with the President of the Governing Body.
Item: 5.	Acceptance of the appointment of:
	(a) Dr. Narayan Uddin Mandal (Arabic), (b) Paramita Mandal (Philosophy), (c) Dr. Bama Das Choudhuri (Zoology), (d) Binakshi Biswas (Political Science), (e) Mausik Dasgupta (Political Science), (f) Sudipta Choudhuri (Sanskrit).
	(a) The joining of Dr. Md. Hossain Uddin Mandal in the post of assistant professor in Arabic (R.P. No. 16) vide college memo number BHKM/20/Arabic/08C-A/Asstt./1/19 dated 20.07.2019 and CGC Recommendation No. 125/000/1980/COGN-03/17 dated 12.07.2019 who has joined the college on 01.08.2019 is accepted. The principal of the college is requested to submit the relevance paper to the office of the DPE, Bikash Bhawan, Kolkata, for fixation of pay and allowances w.e.f. 01.08.2019.



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2020

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মিটিং নং / Meeting No.	উপস্থিত সভ্যদের নাম NAME OF MEMBERS PRESENT	তারিখ / Date
১১১	১১১	১১/১১
১১২	১১২	১১/১১
১১৩	১১৩	১১/১১
১১৪	১১৪	১১/১১
১১৫	১১৫	১১/১১
১১৬	১১৬	১১/১১
১১৭	১১৭	১১/১১

নং / No.	রেজল্যুশন / Resolution Adopted
(b)	The joining of Panwala Manohar in the post of Assistant Professor in Philosophy (C.P.No-12) vide college memo number BHKM/Ts/Philosophy/Gen/Appt/19/120/CSC/WBSU/(2441)-02/17 dated 12.01.2019 who has joined the college on 01.02.2019 is accepted. The principal of the college is requested to submit the relevance paper to the office of the DEI, Bikash Bhawan, Kolkata for fixation of pay and allowances w.e.f. 01.02.2019.
(c)	The joining of Dr. Rana Das Abanindha in the post of Assistant Professor in Zoology (C.P.-16) vide college memo number BHKM/Ts/Zoology/Gen/Appt/19/120/CSC/WBSU/(2441)-02/17 dated 02/08/2019 who has joined the college on 06-08-2019 is accepted. The principal of the college is requested to submit the relevance paper to the office of the DEI, Bikash Bhawan, Kolkata for fixation of pay and allowances w.e.f. 26.08.2019.
(d)	The joining of Minakshi Biswas in the post of Assistant Professor in Political Science (C.P.No-19) vide college memo number BHKM/Ts/Political Science/Gen/Appt/19/120/CSC/WBSU/(2441)-02/17 dated 27.02.2019 who has joined the college on 20.03.2019 is accepted. The principal of the college is requested to submit the relevance paper to



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Sl. No.	বিষয় / Resolution Adopted
	<p>the office of the DPT, Bikash Bhawan, Kolkata for fixation of pay and allowances w.e.f. 24.09.2019.</p>
	<p>(E) The joining of Manish Sinha in the post of Assistant Professor in Political Science (R.P. No-2) vide college memo number BHM/13/Political Science/55/Appt./5/19 dated 11.09.2019 and SSC Recommendation No. 707/SSC/WBSU/(24N)-03/17 dated 27.08.2019 who has joined the college on 13.09.2019 is accepted. The principal of the college is requested to submit the relevance paper to the office of the DPT, Bikash Bhawan, Kolkata for fixation of pay and allowances w.e.f. 17.09.19.</p>
	<p>(F) The joining of Sudipta Choudhury in the post of Assistant Professor in Sanskrit (R.P. No-12) vide college memo number - BHM/12/Sanskrit/Pvt/Appt./6/19 dated 09.11.2019 and SSC Recommendation No. - 1374-SSC/WBSU/(24N)-03/17 dated 31.10.2019 who has joined the college on 11.11.2019 is accepted. The principal of the college is requested to submit the relevance paper to the office of the DPT, Bikash Bhawan, Kolkata, for fixation of pay and allowances w.e.f. 11.11.2019.</p>
	<p>Item: 6. CAS (Stage-I to stage-II) of Prof. Anshu Sanyal, Department of English.</p> <p>Resolved that the application for CAS (Stage-I to stage-II) to be sent to the office of the DPT after due clearance from the screening committee. The principal of the college is requested to expedite the matter.</p>
	<p>Item: 7. Promotion of (A) Sougata Das (Assistant), (B) Asit Kumar Das (Cashier), (C) Prasenjit Kumar Mandal (Clerk), (D) Samrath Mandal (Typist), (E) Asit Kumar Das (Ground), (F) Sibha Giri (Maity) (Peon) and (G) Astak Kumar Nathoo (Peon).</p>



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মিটিং নং / Meeting No.	মিটিং তারিখ / Date	উপস্থিত সভ্যগণের নাম NAME OF MEMBERS PRESENT	সিটিং / শিফট SMT / Shift
১। ১.		১। ১.	১। ১.
১। ২.		১। ২.	১। ২.
১। ৩.		১। ৩.	১। ৩.
১। ৪.		১। ৪.	১। ৪.
১। ৫.		১। ৫.	১। ৫.
১। ৬.		১। ৬.	১। ৬.
১। ৭.		১। ৭.	১। ৭.

সিটিং / No.	রেজল্যুশন / Resolution Adopted
	(A) The application of Career Advance of Saugath Das, Accountant who has joined the college on 07.12.2009 and completed ten years of uninterrupted service on 06.12.2019 is accepted. The principal of the college is requested to submit the proposal for career advancement with necessary papers to the office of the DPT, Bikash Ghavan.
	(B) The application for Career Advance of Asit Kumar Das, Cashier, who has joined the college on 07.12.2009 and completed ten years of uninterrupted service on 06.12.2019 is accepted. The principal of the college is requested to submit the proposal for career advancement with necessary papers to the office of the DPT, Bikash Ghavan.
	(C) The application for Career Advance of Pravanjan Kumar Mandal, clerk, who has joined the college on 07.12.2009 and completed ten years of uninterrupted service on 06.12.2019 is accepted. The principal of the college is requested to submit the proposal for career advancement with necessary papers to the office of the DPT, Bikash Ghavan.
	(D) The application for Career Advance of Sumanth Mandal, Typist who has joined the college on 08.01.2010 and completed ten years of



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Sl. No.	সংক্রান্ত / Resolution Adopted
	uninterrupted service on 07.11.2020 is accepted. The principal of the college is requested to submit the proposal for career advancement with necessary papers to the office of the DPT, Bikash Bhawan.
	(2) The application for Career Advance of Acit Kumar Das - Guard who has joined the college on 07.12.2009 and completed ten years of uninterrupted service on 06.12.2019 is accepted. The principal of the college is requested to submit the proposal for career advancement with necessary papers to the office of the DPT, Bikash Bhawan.
	(3) The application for career advance of Siba Gani (Maily), Peon who has joined the college on 07.12.2010 and completed ten years of uninterrupted service on 06.12.2020 is accepted. The principal of the college is requested to submit the proposal for career advancement with necessary papers to the office of the DPT, Bikash Bhawan.
	(4) The application for Career Advance of Ashok Kumar Naskar, Peon who has joined the college on 07.12.2010 and completed ten years of uninterrupted service on 06.12.2020 is accepted. The principal of the college is requested to submit the proposal for career advancement with necessary papers to the office of the DPT, Bikash Bhawan.



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2022

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Sl. No / Meeting No. ক্রমিক/সভা	21	উপস্থিত সভ্যদের নাম NAME OF MEMBERS PRESENT	Sl. No / Page ক্রমিক/পাতা
১) ১. Mrityunjoy Mandal	১)	১) ১. Mrityunjoy Mandal	১৫/ 15
২) ২. ...	২)	২) ২. ...	১৬/ 16
৩) ৩. ...	৩)	৩) ৩. ...	১৭/ 17
৪) ৪. ...	৪)	৪) ৪. ...	১৮/ 18
৫) ৫. ...	৫)	৫) ৫. ...	১৯/ 19
৬) ৬. ...	৬)	৬) ৬. ...	২০/ 20
৭) ৭. ...	৭)	৭) ৭. ...	২১/ 21

No. / No.	চ্যেঞ্জ/ Resolution Adopted
	Sri Mrityunjoy Mandal, President, G.B. BHKM, was voted to the Chair and presided over the meeting.
	1. Resolution of the proceedings of the Governing Body, BHK Mahavidyalaya, held at BHK Mahavidyalaya on 20 <sup>th</sup> July 2021 was read and confirmed.
	2. a) Resolved that the service of Smt. Subanya Mallik, Librarian, who served the college continuously for more than one year, be confirmed.
	b) Resolved that the service of Sri Jayanta Sarkar, Assistant Professor in Sanskrit, who served the college continuously for more than one year, be confirmed.
	c) Resolved that the service of Dr. Aijul Haque Mandal, Assistant Professor in Bengali, who served the college continuously for more than one year, be confirmed.
	3. Resolved that Students Admission in the First Semester Session be conducted as the Office of the DPE, WB State University instruct in time to time.
	4. Resolved that necessary steps to be taken for timely completion of the NAAC requirements and submit SSR and other papers timely for movement and accreditation.



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2022

Sl. No.	Subject / Resolution Adopted
	Further resolved that necessary steps to be taken for AIB.
	5. Resolved that application for re-validation of the non-teaching staff posts be made to the office of the DPI for fresh recruitment.
	6. Resolved that steps to be taken to start the annex building and IQAC building before NAAC post-com visit.
	The meeting ended with thanks to the Chair.





## BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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### **Institutional perspective Plan deployment documents**

2017-2023

### **IQAC Decisions and Action Taken Report** [Meeting-Minutes]

Principal



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2024

## নিচিৰ ৰেজল্যুশন বই MEETING RESOLUTION BOOK

তাৰিখ-০৭ এপ্রিল ২০২৪/ Date of Meeting: 07-01-2024  
স্থান-৩৪ ৱাৰ্ড/ Venue of Meeting: IQAC Room

গণিত-০৪ ৱাৰ্ড/ Time of Meeting: 3-04PM to 4-00PM

গণিত-০৪ ৱাৰ্ডৰ উপস্থিত সদস্যৰ নাম/ Name of Members Present			
১১১		১১৪	১১৩
১১২	Amita Chatterjee	১১৫	১১৬
১১৩	M. Samanta	১১৭	১১৮
১১৪	Prof. N. K. Saha	১১৯	১২০
১১৫	Renu Das Choudhuri	১২১	১২২
১১৬	Karim Bhatia	১২৩	১২৪
১১৭		১২৫	১২৬
১১৮	Sanjay Das	১২৭	১২৮

কামত/RESOLUTIONS ADOPTED	
১)	Resolved that Prof. Angharip Paul will be conveyed thanks for his service for the IQAC.
২)	Resolved that the re-organized IQAC will work hard for submitting IQR within March, 2024.
৩)	Resolved that the IQAC will not work for binary accreditation now.
৪)	Resolved that the IQAC will take all steps to provide any information asked by the NAAC to fulfil the requirements for CAAR 2024.
<p style="text-align: center;">             (Signature of the Coordinator, IQAC)         </p> <p style="text-align: center;">             (Signature of the Principal)         </p> <p style="text-align: center;">           Coordinator            IQAC            518 Mahavidyalaya         </p> <p style="text-align: center;">           Principal            D.K. Mukherjee            Bamanpukur, N. 24 P. (WB)         </p>	



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2024

## মিটিং রেজলিউশন বই MEETING RESOLUTION BOOK

তারিখ: ১৬-০৮-২০২৪  
স্থান: ১৪-১৪-১৪

তারিখ: ১৬-০৮-২০২৪

স্থান: ১৪-১৪-১৪

সময়: ৩:০০ PM to ৬:০০ PM

উপস্থিত সদস্যদের নাম/Name of Members Present

১০১		১০২		১০৩	
১০৪	Prof. Sumita Chatterjee	১০৫		১০৬	
১০৭	Dr. Sumantra	১০৮	Prof. Ajijul Hoque Mondal	১০৯	
১১০	Prof. Noshadul Kabir	১১১	Prof. Rajant Maita	১১২	
১১৩	Prof. Das Chandra	১১৪		১১৫	
১১৬	Prof. Koushik	১১৭		১১৮	
১১৯		১২০		১২১	
১২২		১২৩		১২৪	
১২৫	Prof. Saugata Das	১২৬		১২৭	

### কর্তৃপক্ষ / RESOLUTIONS ADOPTED

- Resolved that Prof. Sumita Chatterjee and Prof. Ajijul Hoque Mondal will give a feedback of their participation in a State Government sponsored workshop about NAAC held at Hiralal Majumdar College for Women, Kolkata.
- Resolved that a one-day workshop on SSR will be on and University Montara will be approached for guidance.
- Resolved that the academic profile of the college will be updated. Prof. Rajant Maita will be requested to submit an updated profile for uploading in the website soon.

Ajijul Hoque Mondal  
(Signature of the Coordinator, ICAC)

COORDINATOR  
ICAC  
BANK SAHAYAKS

(Signature of the Principal)

Principal  
B.B. Mahapatra  
(Registration No. 24/2024)



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## মিটিং রেজলিউশন বই MEETING RESOLUTION BOOK

তারিখ: এর তারিখ/Date of Meeting: 3/2024

তারিখ: এর তারিখ/Date of Meeting: 20-01-2024

স্থান: এর স্থান/Venue of Meeting: IQAB Room

তারিখ: এর সময়/Time of Meeting: 3-4PM to 5:30PM

### উপস্থিত সভ্যদের নাম/Name of Members Present

১.১		১১/১১	১১/১১
১.২	Arupita Chatterjee	১১/১১	১১/১১
১.৩	M. Samanta	১১/১১	১১/১১
১.৪	Prof. Nabendu Mondal	১১/১১	১১/১১
১.৫	Rana Das Chandhuri	১১/১১	১১/১১
১.৬	Kousha Das	১১/১১	১১/১১
১.৭		১১/১১	১১/১১
১.৮	Saikat Das	১১/১১	১১/১১

### করেজলিউশন / RESOLUTIONS ADOPTED

Resolved that the suggestions given in the workshop will be followed. Resolved that in-house evaluation of the presentations, Submissions will be made.

Resolved that PO, COE and the achievements and action taken report so far will be re-evaluated and uploaded in the website. Prof. Nabendu Mondal is requested to collect and submit the same in time.

Resolved that the reports regarding Academic Calendar, Assignments and CIE will be re-evaluated and uploaded. Prof. Madhu Sahastrakar, Prof. Subanya Mallik and Prof. Nabendu Mondal are requested to collect and submit the same in time.

Resolved that updated reports regarding Student Welfare Cell, Anti-Ragging Cell, Grievance Redressal Cell, Equal Opportunity Cell, Internal Complaints Committee, Placement Cell will be evaluated and uploaded. Prof. Sumita Chatterjee, Prof. Rana Das Chandhuri, Prof. Ajit Kumar Mondal are requested to collect and submit the same.

(Signature of the Coordinator, IQAB)

(Signature of the Principal)



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## মিটিং রেজল্যুশন বই MEETING RESOLUTION BOOK

তারিখ ও সভার তারিখ/ Date of Meeting : 6/2/2024

তারিখ ও সভার তারিখ/ Date of Meeting : 25-01-2024

স্থান ও সভার স্থান/ Venue of Meeting : IGAC Room

স্থান ও সভার সময়/ Time of Meeting : 3:00PM to 5:00PM

সভায় উপস্থিতদের নাম/Name of Members Present

001		005		0011
002	Sumita Chatterjee	007		0012
003	J. Sanyal	008	Ajjul Haque Mondal	0013
004	Prof. Nasiruddin Mondal	009	Sukanya Malik	0014
005	Runa Das Choudhuri	010		0015
006	Kousin Baitra	011		0016
007		012		0017
008	Sangita Das	013		0018

### রেজল্যুশন / RESOLUTIONS ADOPTED

- a) Resolved that Prof. Prabhu Sanyal and Prof. Minakshi Biswas will submit reports regarding additional queries regarding criterion - 1 [Curricular Planning and Implementation] within 27th March.
- b) Resolved that Prof. Debroy Haldar and Mrs. Sukanya Malik will submit reports regarding additional queries regarding criterion - 4 [Infrastructure and Learning Resources] within 27th March.
- c) Resolved that Prof. Sumita Chatterjee will submit reports regarding additional queries regarding criterion - 2 [Research, Innovations and Extension] within 27th March.
- d) Resolved that Prof. Prajna Paromita Poddar will submit reports regarding additional queries regarding criterion - 7 [Institutional Values and Best Practices] within 27th March.
- e) Resolved that Prof. Md. Nasir Uddin Mondal will submit reports regarding additional queries regarding criterion - 2 [Teaching, Learning and Evaluation] within 27th March.
- f) Resolved that Prof. Runa Das Choudhuri will submit reports regarding additional queries regarding criterion - 5 [Student Support and Progression] within 27th March.

Ajjul Haque Mondal  
Signature of the Coordinator, IGAC

S. Biswas  
Signature of the Principal

MOUSLIM ENTERPRISE DEVELOPMENT AUTHORITY  
IGAC  
BKM Mahavidyalaya

Principal  
B.H.K. Mahavidyalaya  
Bamanpukur, 24 Parganas



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## মিটিং রেজল্যুশন বই MEETING RESOLUTION BOOK

তারিখ-এস-সভার-সংখ্যা/ Serial No. of Meeting : 5/2024

তারিখ-এস-সভার/ Date of Meeting : 28-03-2024

তারিখ-এস-স্থান/ Venue of Meeting : IQAC Room

তারিখ-এস-সময়/ Time of Meeting : 9:00AM to 4:00PM

সভার-সদস্যদের-নাম/Name of Members Present

01	Dr. Biswajit Chatterjee	01/18	01/18
02	Dr. Soumen	01/18	01/18
03	Dr. Anindita Ghosal	01/18	01/18
04	Dr. Rajan Das Choudhury	01/18	01/18
05	Dr. Koushik Das	01/18	01/18
06	Dr. Rangana Das	01/18	01/18

### রেজল্যুশন / RESOLUTIONS ADOPTED

- Resolved that necessary papers will be collected from WBSSU for the purpose of IIR submission. The coordinator will collect the papers from the University.
- Resolved that Rs. 25,000/- and 12% GST will be paid online and be paid from college fund. The principal of the college is requested to expedite the matter.
- Resolved that necessary posters depicting the activities of different cells will be made and demonstrated.
- Resolved that a SS will be done among the current semester students and the report along with analysis and action taken report will be uploaded. Prof. Md. Nazim Uddin Mondal and Prof. Sayanta Sarkar are requested to do the needful.

*Anindita Ghosal*  
(Signature of the Coordinator, IQAC)  
Coordinator  
IQAC  
BKM Mahavidyalaya

*Dr. Biswajit Chatterjee*  
(Signature of the Principal)  
Principal  
BKM Mahavidyalaya  
Bamanpukur, 24 Parganas



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## মিটিং রেজলিউশন বই MEETING RESOLUTION BOOK

সম্মেলন নং/সংখ্যা/নং/Serial No. of Meeting: 6/2024

তারিখ/সংখ্যা/নং/Date of Meeting: 27-03-2024

স্থান/সংখ্যা/নং/Place of Meeting: IASC Room

সময়/সংখ্যা/নং/Time of Meeting: 3:00PM to 4:00PM

সভাপতি/সংখ্যা/নং/Name of Members Present

101		408		11/01
102	Prof. Sumita Chatterjee	11/02		11/02
103	M. S. Sinha	11/03	Azizul Haque Mondal	11/03
104	Md. Nazimuddin Siddique	11/04	Mukanya Maitik	11/04
105	Rena Das Choudhuri	11/05		11/05
106	Koushik Bandyopadhyay	11/06		11/06
107		11/07		11/07
108	Saugata Das	11/08		11/08

### সংক্রান্ত/RESOLUTIONS ADOPTED

2) Agenda no-1: Career Advancement of Dr. Azghadip Paul (Asst. Prof. Stage-1) of Dept. of Education

The matter was tabled for discussion. After discussion and verifying all the relevant papers, unanimously resolved that in pursuance of the resolution of the Governing Body meeting, BHK Mahavidyalaya, held on 7th January 2024 for the career advancement of Dr. Azghadip Paul (Asst. Prof. Stage-1) of Dept. of Education to Career advancement of Dr. Azghadip Paul (Asst. Prof. Stage-1) of Dept. of Education with retrospective effect from 02-07-2020 be recommended to the office of the DPE.

Agenda no-2: Career Advancement of Prof. Sumita Chatterjee (Asst. Prof. Stage-1) of Dept. of Education

The matter was tabled for discussion. After discussion and verifying all the relevant papers, unanimously resolved that in pursuance of the resolution of the Governing Body meeting, BHK Mahavidyalaya, held on 7th January 2024 for the Career Advancement of Prof. Sumita Chatterjee (Asst. Prof. Stage-1) of Dept. of Education to Career advancement of Prof. Sumita Chatterjee (Asst. Prof. Stage-1) of Dept. of Education with retrospective effect from 02-07-2020 be recommended to the office of the DPE.

Agenda no-3: Career Advancement of Dr. Namrata Kothari (Asst. Prof. Stage-1) of Dept. of Political Science

The matter was tabled for discussion. After discussion and



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Sl. No.	Agenda / RESOLUTIONS ADOPTED
	verifying all the relevant papers unanimously resolved that in pursuance of the resolution of the Governing Body meeting, BHK Mahavidyalaya, held on 28 January 2024 for the career advancement of Dr. Nambata Kothari (Asst. Prof. Stage-I) of Dept. of Political Science & career advancement of Dr. Nambata Kothari (Asst. Prof. Stage-II) of Dept. of Political Science with retrospective effect from 01-01-2024 be recommended to the office of the P.C.C.
	Agenda No.- 4 : Career Advancement of Dr. Pragna Paromita Poddar (Asst. Prof. Stage-I) of Dept. of History
	The matter was tabled for discussion. After discussion and verifying all the relevant papers unanimously resolved that in pursuance of the resolution of the Governing Body meeting, BHK Mahavidyalaya, held on 28 January 2024 for the career advancement of Dr. Pragna Paromita Poddar (Asst. Prof. Stage-I) of Dept. of History & career advancement of Dr. Pragna Paromita Poddar (Asst. Prof. Stage-II) of Dept. of History with retrospective effect from 01-01-2024 be recommended to the office of the P.C.C.
	Agenda No.- 5 : Career Advancement of Prof. Madhu Srivastava (Asst. Prof. Stage-I) of Dept. of English
	The matter was tabled for discussion. After discussion and verifying all the relevant papers unanimously resolved that in pursuance of the resolution of the Governing Body meeting, BHK Mahavidyalaya, held on 28 January 2024 for the career advancement of Prof. Madhu Srivastava (Asst. Prof. Stage-I) of Dept. of English & career advancement of Prof. Madhu Srivastava (Asst. Prof. Stage-II) of Dept. of English with retrospective effect from 01-01-2024 be recommended to the office of the P.C.C.
	Agenda No.- 6 : Career Advancement of Dr. Md. Nasir Uddin Mondal (Asst. Prof. Stage-I) of Department of Arabic.
	The matter was tabled for discussion. After discussion and verifying all the relevant papers unanimously resolved that in pursuance of the resolution of the Governing Body meeting, BHK Mahavidyalaya, held on 28 January 2024 for the career advancement of Dr. Md. Nasir Uddin Mondal (Asst. Prof. Stage-I)





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2024

## মিটিং রেজল্যুশন বই MEETING RESOLUTION BOOK

কমিটি-এর অস্টিক নম্বর/ Serial No. of Meeting :

কমিটি-এর তারিখ/ Date of Meeting :

কমিটি-এর স্থান/ Venue of Meeting :

কমিটি-এর সময়/ Time of Meeting :

উপস্থিত সদস্যদের নাম/ Name of Members Present

১০১	৯১৯	১১১১
১০২	১০১১৯	১১১১৯
১০৩	১১১১৯	১১১১৯
১০৪	১২১১৯	১১১১৯
১০৫	১৩১১৯	১১১১৯
১০৬	১৪১১৯	১১১১৯
১০৭	১৫১১৯	১১১১৯
১০৮	১৬১১৯	১১১১৯
১০৯	১৭১১৯	১১১১৯
১১০	১৮১১৯	১১১১৯

### করেজল্যুশন / RESOLUTIONS ADOPTED

of Dept. of Arabic to Career advancement of Mr. Md. Nadeb Uddin Mandal (Asst. Prof., stage-II) of Dept. of Arabic with retrospective effect from 01-08-2023 be recommended to the office of the DPE.

Agenda no-7: Career Advancement of Dr. Runa Das Chaudhuri (Asst. Prof., stage-I) of Dept. of Sociology

The matter was tabled for discussion. After discussion and verifying all the relevant papers unanimously resolved that in pursuance of the resolution of the Governing Body meeting, BKM Mahavidyalaya, held on 9<sup>th</sup> January 2024 for the career advancement of Dr. Runa Das Chaudhuri (Asst. Prof., stage-I) of Dept. of Sociology to Career advancement of Dr. Runa Das Chaudhuri (Asst. Prof., stage-II) of Dept. of Sociology with retrospective effect from 26-02-2022 be recommended to the office of the DPE.

Agenda no- 8: Career Advancement of Mr. Debjoy Howlader (Asst. Prof., stage-I) of Dept. of Bengali

The matter was tabled for discussion. After discussion and verifying all the relevant papers unanimously resolved that in pursuance of the resolution of the Governing Body meeting, BKM Mahavidyalaya, held on 9<sup>th</sup> January 2024 for the career advancement of Mr. Debjoy Howlader (Asst. Prof., stage-I) of Dept. of Bengali to Career advancement of Mr. Debjoy Howlader (Asst. Prof., stage-II) of Dept. of Bengali with retrospective effect from 26-02-2022 be recommended to the



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Sl. No.	AGENDA / RESOLUTIONS ADOPTED
	Office of the DSE.
	Agenda No. - 2 : Career Advancement of Prof. Ashis Biswas (Asst. Prof. Stage - I) of Dept. of English
	The matter was tabled for discussion. After discussion and verifying all the relevant papers unanimously resolved that in pursuance of the resolution of the Governing Body meeting, BHKM Mahavidyalaya, held on 27 <sup>th</sup> January 2024 for the career advancement of Prof. Ashis Biswas (Asst. Prof. Stage - I) of Dept. of English to Career advancement of Prof. Ashis Biswas (Asst. Prof. Stage - II) of Dept. of English with retrospective effect from 01-01-2024 be recommended to the office of the DSE.
	The Principal of the College is requested to instruct his office to expedite the matter at the earliest.
	Agenda House recorded
	(Signature of the Coordinator, NAAC)
	Coordinator
	KJAC
	BHKM Mahavidyalaya
	Signature of the Principal)
	Principal
	B. H. K. Mahavidyalaya
	Bamanpukur, North 24 Parganas



## BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

Estd. - 2007

BAMANPUKUR . NORTH 24 PARGANAS . PIN - 743425 . WB

Ph- 03217-260816 / (M) 9830362656 ,email : [bhkm2007@gmail.com](mailto:bhkm2007@gmail.com), [ebiswas2k@gmail.com](mailto:ebiswas2k@gmail.com)

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### Institutional perspective Plan deployment documents

2017-2023

### Decisions and action taken Report DEPARTMENT OF BENGALI

[Meeting-Minutes]

Presented by



# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

Estd. - 2007

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2022

## মিটিং রেজলিউশন বই MEETING RESOLUTION BOOK

Sl. No. / Meeting No.	Sl. No. / Meeting No.	নামের সংখ্যা বর্তমান NAME OF NUMBERS PRESENT	সময় / সময় Time / Time	স্থান / স্থান Place / Place
১. ড. ইন্ড্রাজ হোসেন	১. ড. ইন্ড্রাজ হোসেন	১. ড. ইন্ড্রাজ হোসেন	১১. ১০	
২. ড. সঞ্জয় কুমার	২. ড. সঞ্জয় কুমার	২. ড. সঞ্জয় কুমার	১১. ১০	
৩. ড. সঞ্জয় কুমার	৩. ড. সঞ্জয় কুমার	৩. ড. সঞ্জয় কুমার	১১. ১০	
৪. ড. সঞ্জয় কুমার	৪. ড. সঞ্জয় কুমার	৪. ড. সঞ্জয় কুমার	১১. ১০	
৫. ড. সঞ্জয় কুমার	৫. ড. সঞ্জয় কুমার	৫. ড. সঞ্জয় কুমার	১১. ১০	
৬. ড. সঞ্জয় কুমার	৬. ড. সঞ্জয় কুমার	৬. ড. সঞ্জয় কুমার	১১. ১০	
৭. ড. সঞ্জয় কুমার	৭. ড. সঞ্জয় কুমার	৭. ড. সঞ্জয় কুমার	১১. ১০	
৮. ড. সঞ্জয় কুমার	৮. ড. সঞ্জয় কুমার	৮. ড. সঞ্জয় কুমার	১১. ১০	
৯. ড. সঞ্জয় কুমার	৯. ড. সঞ্জয় কুমার	৯. ড. সঞ্জয় কুমার	১১. ১০	
১০. ড. সঞ্জয় কুমার	১০. ড. সঞ্জয় কুমার	১০. ড. সঞ্জয় কুমার	১১. ১০	

### রেজলিউশন / Resolution Adopted

Agenda:

- Confirmation of the early meeting held on 13.01.2022
- Switch over to on-line mode of class from off-line mode
- Completion of internal assessment
- Classroom Rubric-based Teacher's Batches and Organize a Seminar
- Misc

An outline (Google meet) departmental meeting of Bengali, BHU Mahavidyalaya was held on 13.01.2022 at 9 am to discuss and resolve the above mentioned agenda.

Having discussed the agenda, the members have unanimously resolved that:

- The resolution for the previous meeting held on 13.01.2022 is read and confirmed.
- Resolved that, the all staff of Semesters I, II and III will be notified over to on-line mode from the off-line mode in the further notice of the Govt. notification 309 (31) Edn (CS)/104-14/2022 dated 27.01.2022 and University notice (Letter No.20/Regd. notice/online/office/13.01.2022-22 dated 28.01.2022 and College notice dated 28.01.2022)
- Resolved that, blended learning and through Google Classroom is a modern approach of higher

education. It is found to be effective in students learning. Thus all the members of the department of Bengali unanimously decided that the classes and tutorial mode of teaching will be resumed in the online mode.

- Resolved that all internal assessment of the department will be conducted with in 20 days 2022. In this notice of Human Committee dated 28.01.2022.
- Resolved that, department of Bengali, BHU, will organize Rubric-based Teacher's Batches and organize a seminar on 13.02.2022. The All India Language Model Assistant programme of Bengali is assigned to organize the programme.



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2022

১১/৮  
F-1

## মিটিং রেজল্যুশন বই MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	তারিখ / Date	উপস্থিত সভাপণের নাম NAME OF MEMBERS PRESENT	সময় / Time	ক্যুবিট রুম Cubicle Room
১১.১	০১/০৮/২০২২	১১.১	১১:১২	
১১.২		১১.২	১১:১৬	
১১.৩		১১.৩	১১:১৭	
১১.৪		১১.৪	১১:১৯	
১১.৫		১১.৫	১১:২০	
১১.৬		১১.৬	১১:২১	
১১.৭		১১.৭	১১:২১	

নং / No.	রেজল্যুশন / Resolution Adopted
	<b>Agendas</b>
	(i) Confirmation of the resolution of the early meeting held on 01/05/2022.
	(ii) Formation of Departmental Committee.
	(iii) Observation of Baita Shrabon and organize a Seminar.
	(iv) Publication of departmental wall Magazine and organize quiz, Debate, Extempore.
	(v) Miscellaneous.
	A meeting of the Department of Bengali, BHKM, was held on 01/08/2022 at 1 P.m at the Departmental cubicle room to discuss and resolve the above-mentioned agenda.
	Having discussed the agenda, the members have unanimously resolved that:
	(i) The resolution of the previous meeting held on 01-05-2022 is read and confirmed.
	(ii) Resolved that a Departmental Committee was formed with Prof. Sudipta Chowdhury, Assistant Professor and HOD Dept. of Sanskrit, BHKM as External member.
	(iii) Resolved that Department of Bengali, BHKM, will observe Baita Shrabon and arrange a Seminar on 08-08-2022. Debtor Homener, Assistant Prof. and HOD, Dept. of Bengali is assigned to organize the programme.

নং / No.	রেজল্যুশন / Resolution Adopted
	(iv) Resolved that Department of Bengali, Organize Library Day, Quiz, Debate and Extempore.
	(v) Resolved that Departmental Wall Magazine "Pratiksha" will be Publish on 09-08-2022.



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2022

## মিটিং রেজল্যুশান বই MEETING RESOLUTION BOOK

উপস্থিত মেম্বারের নাম NAME OF MEMBERS PRESENT	সভার তারিখ DATE	সভার স্থান PLACE
1. L. Biswas, Professor	14/11/2022	SA 1.00
2. N. Ajmal Hossain, Assistant		SA 1.10
3. D. Biswas, Asst. Prof.		SA 1.20
4. S. Ghosh, Asst. Prof.		SA 1.30
5. M. S. Ghosh, Asst. Prof.		SA 1.40
6. T. Ghosh, Asst. Prof.		SA 1.50
7. S. Ghosh, Asst. Prof.		SA 2.00
8. T. Ghosh, Asst. Prof.		SA 2.10

**রেজল্যুশন / Resolution Adopted**

**Agenda:**

- (i) Confirmation of the resolution of the early meeting held on 10/11/22
- (ii) Student Satisfaction Survey report, Sem-I, 2022-23
- (iii) Paper distribution of upcoming Semester (Comm. & A)
- (iv) Preparation of A.M.A. of Sem. I, 2022 and 2023
- (v) Mode of Internal evaluation (Assignment or Examinations)
- (vi) Eligible Branch of Bengali (U) students (See Ann.)
- (vii) Misc.

A meeting of the Department of Bengali, Bamanpukur Mahavidyalaya held on 14-11-2022 at 1 PM at the departmental Subide Room to discuss and resolve the above mentioned agenda.

Having discussed the agenda, the members have unanimously resolved that:-

- (i) The resolution of the previous meeting (held on 10-11-2022) have been read and confirmed.
- (ii) Resolved that the students of Bengali Dept. expressed their opinion about education time that there is no educational time in fact but in location there was educational time to the Bengali Dept. Now the discussion of a new educational time is going on. Educational time will be arranged by the Bengali Dept. of the college campus.
- (iii) The feedback of the 1st Semester students is correct that since the classes have started into their syllabus is a bit late now 2nd and 3rd semester students view regarding syllabus are appropriate.

**রেজল্যুশন / Resolution Adopted**

A decision was taken to involve the following in the matter of assignment.

- (i) It was resolved that the following teachers of Dept. of Bengali will be in charge of Sem. II, IV & VI, 2022-23.
  - II - Hossain, Assistant, Assistant, Assistant
  - IV - Hossain, Assistant, Assistant, Assistant
  - VI - Hossain, Assistant, Assistant
  - A.P. Hossain, Assistant, Assistant
- (ii) It was accepted that the last date of submission of A.M.A. of Sem. II, IV & VI is 20-12-2022.
- (iii) Resolved that Internal Assessment of Sem. II, IV & VI of all General Courses in Bengali Department will be conducted through Assignment mode and all Bonus course in Bengali Department will be conducted through Examination mode.



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## Institutional perspective Plan deployment documents

2017-2023

### Decisions and action taken Report DEPARTMENT OF ENGLISH

[Meeting-Minutes]

---

Presented by



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2022



**BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA**  
ESTD - 2007  
BAMANPUKUR • NORTH 24 PARGANAS • PIN-743425 • (W. B.)  
(NAAC ACCREDITED)

**NOTICE**

This is to inform all members of the Department that an online meeting will be held in groups (each will be divided in subgroups) on 2/10/22.

**Agenda**

- Building strong teaching skills from 4th to 10th
- Teaching methodology to be used
- Discussion of soft modules
- Preparation of Academic Calendar
- Discussion of plan of action for the academic year
- Utilising online mode for all semester
- Distribution of syllabus
- Misc.

*M. Sankar*  
Principal

BH/M/2022/NET 005/2022

**MINUTE BOOK - 20**

Date: 5/10/2022

Sl. No.	Name	Address
1	Prakash Prasad	...
2	...	...
3	...	...
4	...	...
5	...	...
6	...	...
7	...	...
8	...	...
9	...	...
10	...	...

**Agenda**

1. Confirmation of previous meeting minutes
2. Plan of action for the academic year
3. It is decided that
4. Classes will be conducted online mode from 10/10/22
5. All proposed online sessions will be conducted
6. Online mode will be used for classes
7. Syllabus is distributed among faculty members
8. Teachers will prepare Academic Calendar
9. Communication activities and practices will be organized for students

**Action plan Report**

- Classes begin from 10/10/22
- Soft module circulated
- Teaching methodology adopted





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 <p><b>BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA</b> (Affiliated to West Bengal State University and sanctioned under 2(f) and 12(B) of the UGC Act.)</p> <p>Estd. - 2007 BAMANPUKUR . NORTH 24 PARGANAS . PIN-743425 . (W. B.) NAAC ACCREDITED</p> <p>Date: 24/11/2022 Department / Dept. / Department of: Eng. Dept.</p> <p><b>NOTICE</b></p> <p>This is to inform all members of the department that meeting is going to be held on 24/11/22 at 10:30 AM in the departmental meeting room.</p> <ol style="list-style-type: none"> <li>1. Information of online meeting meeting</li> <li>2. Discussion of offering classes for upcoming term from 11/12/22</li> <li>3. Distribution of syllabus</li> <li>4. Distribution of diff. material</li> <li>5. Teaching methodology to be used 9/11/22 to 10/12/22</li> <li>6. Presentation of Academic Calendar</li> <li>7. Discussion A.Y. seminar activities &amp; diff. activities</li> <li>8. Presentation of Article</li> </ol> <p>Signature:  N. Biswas Signature of the Head</p>	<p>24/11/2022</p> <p><b>MINUTE BOOK - 20.....</b></p> <p>Date: 24/11/22 Page: 20/11</p> <table border="1"> <thead> <tr> <th>Number Point</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Diff. material</td> </tr> <tr> <td>2</td> <td>Diff. material</td> </tr> <tr> <td>3</td> <td>Diff. material</td> </tr> <tr> <td>4</td> <td>Diff. material</td> </tr> <tr> <td>5</td> <td>Diff. material</td> </tr> <tr> <td>6</td> <td>Diff. material</td> </tr> <tr> <td>7</td> <td>Diff. material</td> </tr> <tr> <td>8</td> <td>Diff. material</td> </tr> </tbody> </table> <p>Resolution</p> <ol style="list-style-type: none"> <li>1. Information of online meeting meeting</li> <li>2. Discussion of offering classes for upcoming term from 11/12/22</li> <li>3. Distribution of syllabus</li> <li>4. Distribution of diff. material</li> <li>5. Teaching methodology to be used 9/11/22 to 10/12/22</li> <li>6. Presentation of Academic Calendar</li> <li>7. Discussion A.Y. seminar activities &amp; diff. activities</li> <li>8. Presentation of Article</li> </ol> <p>Action Taken Report</p> <ol style="list-style-type: none"> <li>1. Diff. material</li> <li>2. Diff. material</li> <li>3. Diff. material</li> <li>4. Diff. material</li> <li>5. Diff. material</li> <li>6. Diff. material</li> <li>7. Diff. material</li> <li>8. Diff. material</li> </ol> <p>Signature:  N. Biswas Signature of the Head</p>	Number Point	Description	1	Diff. material	2	Diff. material	3	Diff. material	4	Diff. material	5	Diff. material	6	Diff. material	7	Diff. material	8	Diff. material
Number Point	Description																		
1	Diff. material																		
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(NAAC ACCREDITED)

2022



**BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA**  
23, 24 & 25 North 24 Parganas & Pin 743425 (W. B.)  
 ESTD - 2007  
 BAMANPUKUR . NORTH 24 PARGANAS . PIN 743425 (W. B.)  
 (NAAC ACCREDITED)

Department / Cell / Committee - English

**NOTICE**

This is to inform all members of the department that a meeting will be held on 20/11/22 at 10:30 AM in room no. 101 to discuss the syllabus plan for the next semester.

- Distribution of syllabus for each sem. and
- Preparation of lab. manual
- Teaching methodology to be adopted
- Preparation of student calendar
- To be submitted to the faculty
- No postponement of meeting

*[Signature]*  
Secretary

MINUTE BOOK - 20.....

Date: 20/11/22

Time: 10:30 AM

Members Present:	Chairman:
P. Choudhury	
Dr. B. Choudhury	
Rajal Mitra	
External Member - Dr. Choudhury	

Agenda: 1. Plan of action for next year  
 2. Meeting minutes of previous meeting to be read out & approved  
 3. To be approved  
 4. Students' satisfaction survey to be conducted  
 5. Draft syllabus of 1st semester  
 6. Lab. manual will be prepared  
 7. Approval to be submitted  
 8. Preparation of student calendar to be approved  
 Action Taken Report: 11/11/22

11:30 AM

12:30 PM

1:30 PM

2:30 PM

3:30 PM

4:30 PM

5:30 PM

6:30 PM

7:30 PM

8:30 PM

9:30 PM

10:30 PM

11:30 PM

12:30 AM

*[Signature]*  
Secretary

*[Signature]*

Principal



## **BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA**

Estd. - 2007

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### **Institutional perspective Plan deployment documents**

2017-2023

### **Decisions and action taken Report DEPARTMENT OF EDUCATION**

[Meeting-Minutes]

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Presented by



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(NAAC ACCREDITED)

2022

2022-2023

মিটিং রেজল্যুশন বই  
MEETING RESOLUTION BOOK

ক্র/সংখ্যা	তারিখ	উপস্থিত সভাপতি	সময়	স্থান
01.1	12-11-22	স্ব.শ্রী. অধ্যক্ষ	10:30	301
01.2	12-11-22	স্ব.শ্রী. অধ্যক্ষ	10:30	301
01.3	12-11-22	স্ব.শ্রী. অধ্যক্ষ	10:30	301
01.4	12-11-22	স্ব.শ্রী. অধ্যক্ষ	10:30	301
01.5	12-11-22	স্ব.শ্রী. অধ্যক্ষ	10:30	301
01.6	12-11-22	স্ব.শ্রী. অধ্যক্ষ	10:30	301
01.7	12-11-22	স্ব.শ্রী. অধ্যক্ষ	10:30	301
01.8	12-11-22	স্ব.শ্রী. অধ্যক্ষ	10:30	301
01.9	12-11-22	স্ব.শ্রী. অধ্যক্ষ	10:30	301
01.10	12-11-22	স্ব.শ্রী. অধ্যক্ষ	10:30	301

Agenda: 1- Confirmation of Previous meeting mins  
Empty meeting mins confirmed

Agenda 2: It is resolved that PO, CO will be submitted again to AC commd

Agenda 3: It is resolved the dept mental Respective copy will be submitted to concerned AC Committee Subjects will be distributed according to the memoutchart.

The meeting ended with uttering of shanti.

BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA  
ESTD - 2007  
BAMANPUKUR - NORTH 24 PARGANAS - PIN-743425 - WB, IN  
NAAC ACCREDITED  
Date: 12/11/22  
Department / Cell / Committee: E-Cell  
**NOTICE**  
All the teachers are instructed to present in the meeting on date: 10-11-22  
venue Room no: 2, Time 3:30 onwards  
Agenda 1: Confirmation of EHM  
Agenda 2: Submission of PO, CO again to academic committee  
Agenda 3: Misc

*[Signature]*  
Secretary  
B.K.M. 2007  
Bamanpukur, WB

*[Signature]*  
Sarmila Chatterjee  
Secretary  
B.K.M. 2007  
Bamanpukur, WB



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2022

2021 - 2022

মিটিং রেজলিউশন বই  
MEETING RESOLUTION BOOK

Sl. No.	NAME OF MEMBERS PRESENT	Sl. No.	NAME OF MEMBERS PRESENT
1	J. Chatterjee	11	
2	Pradyumn Das	12	
3	R. N. Choudhury	13	
4		14	
5		15	
6		16	
7		17	

Agenda 1: Confirmation of Previous meeting mins  
Early meeting mins Confirmed

Agenda 2: It is resolved that academic calendar and assignments will be submitted according to the stipulated distribution

Agenda 3: It is resolved that minister program will be published on time. Departmental Routine will be submitted to academic committee. Work Bygone day will be completed in relation with NIS.

BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA  
ESTD - 2007  
BAMANPUKUR + NORTH 24 PARGANAS + WEST BENGAL (IN. 8.)  
(NAAC ACCREDITED)

Department of Education  
NOTICE

All teachers are requested to present in the meeting on 11.12.2022  
Time : 3:30 pm onwards with the following agenda as on 2

- Agenda 1: Confirmation of early meeting mins
- Agenda 2: Submitting A.C.P.Ns
- Agenda 3: None

S. K. Chatterjee  
Department of Education  
BKM Mahavidyalaya



# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

Estd. - 2007

BAMANPUKUR . NORTH 24 PARGANAS . PIN - 743425 . WB

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(NAAC ACCREDITED)

2022

2022-23

মিটিং রেজল্যুশন বই  
MEETING RESOLUTION BOOK

ক্রমিক সংখ্যা	ইতিহাস	ইতিহাস	সিদ্ধি	সিদ্ধি
Sl. No.	Serial	Serial	Result	Result
1	1	1	1	1
2	2	2	2	2
3	3	3	3	3
4	4	4	4	4
5	5	5	5	5
6	6	6	6	6
7	7	7	7	7
8	8	8	8	8
9	9	9	9	9
10	10	10	10	10
11	11	11	11	11
12	12	12	12	12
13	13	13	13	13
14	14	14	14	14
15	15	15	15	15

Agenda 1 - Confirmation of previous meeting minutes.  
Early meeting mins confirmed.

Agenda 2: It is resolved that syllabus will be distributed according to the WBSE notification.

Agenda 3: It is resolved that evaluation report will be submitted to Course Exam Comm. Practical field tour and which will be organized in all school wards.

The meeting ended with vote of thanks to the chair.

BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA  
Estd. - 2007  
BAMANPUKUR . NORTH 24 PARGANAS . PIN - 743425 . WB  
(NAAC ACCREDITED)

Department of Education

NOTICE

All the teachers are instructed to present in the meeting on date: 3-1-22  
time: 10:30 am to 3:30 pm onwards  
with the following agenda.

Agenda 1: Confirmation of meeting mins.  
Agenda 2: Distribution of papers.  
Agenda 3: Misc.

Signature of the Chairperson  
Department of Education  
BKM Mahavidyalaya



**BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA**

Estd. - 2007

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**Institutional perspective Plan deployment documents**

2017-2023

**Decisions and action taken Report  
DEPARTMENT OF HISTORY**

[Meeting-Minutes]

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Presented by



# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

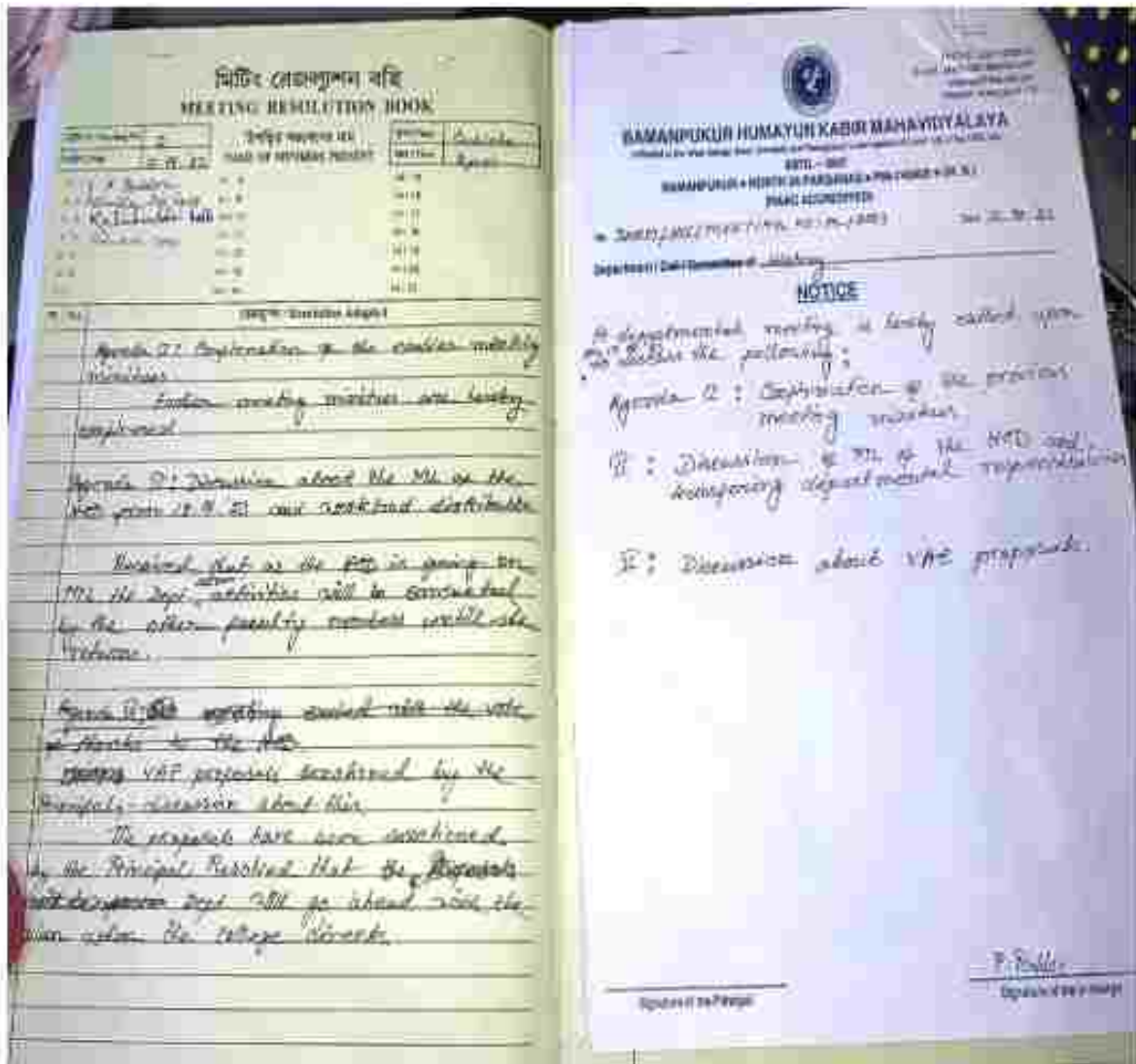
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## BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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### **Institutional perspective Plan deployment documents**

2017-2023

### **Decisions and action taken Report DEPARTMENT OF POLITICAL SCIENCE [Meeting-Minutes]**

---

Presented by



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2022



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[sbiswas2k@gmail.com](mailto:sbiswas2k@gmail.com)  
Website : [www.bhkmv.org](http://www.bhkmv.org)

## BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

(Affiliated to the West Bengal State University and Recognized under section 2(f) and 12(B) of the UGC Act)

ESTD. - 2007

BAMANPUKUR • NORTH 24 PARGANAS • PIN-743425 • (W. B.)

(NAAC ACCREDITED)

No. BHKM/Pol.Sci/2022/4

Date 18.4.22

Department / Cell / Committee of POLITICAL SCIENCE

### NOTICE

All teachers of the department of Political Science are hereby requested to join an Online Departmental meeting via Google Meet on 20.4.22 at 6:00 PM with the following agenda:-

1. Confirmation of resolution of the previous meeting held on 12.2.22.
2. Discussion regarding upcoming seminar paper distribution, making of the notices, AC, AS
3. Orientation of student of the Department
4. Miscellaneous.

Signature of the Principal  
B. H. K. Mahavidyalaya  
Bamanpukur, N. 24 Parganas



Signature of the In-charge  
Department of Political Science  
BHK Mahavidyalaya



# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

Estd. - 2007

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2022

## মিটিং রেজল্যুশন বই MEETING RESOLUTION BOOK

মিটিং/Meeting No	2022/19	উপস্থিত সভ্যগণের নাম	স্ম / Place
স্ম/Date	20.09.2021	NAME OF MEMBERS PRESENT	স্ম / Time
১	Koush Ghosh	০১ ৪.	১০: 15
১-২	Mihanku Biswas	০১ ৪	১০: 16
১-৩	S. Khatun	০০: 10.	১০: 17
০-৪		১১: 11.	১০: 18
০-৫		১২: 12	১০: 19
০-৬		০০: 13.	১০: 20.
০-৭		১০: 14.	১০: 21.

স্ম / No.	রেজল্যুশন / Resolution Adopted
	Agenda :-
	1. The resolution of the previous meeting held on 01.07.2021 will be read and continued
	2. To discuss regarding preparation for upcoming semester - paper distribution, Mailing of Routine, Academic calendar and Assignment.
	3. To discuss regarding the conduct of a day by Orientation Program for the 02 department students.
	4. Miscellaneous

7



## BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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2022

### সংক্রান্ত / Resolution Adopted

সংক্রান্ত কার্যক্রম -

1. The resolution adopted in the previous meeting held on 12.2.2022 read and improved.
2. Resolved that the department will begin preparing for the upcoming semester with respect to distribution of papers, making for notices for the upcoming semester, preparing academic calendar and assignment.
3. Resolved that the department faculty will conduct an orientation program for the students of the department as well as admitted the newly admitted students.



## BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

Estd. - 2007

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2022



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Website : www.bhkm.org

## BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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ESTD. - 2007

BAMANPUKUR • NORTH 24 PARGANAS • PIN-743425 • (W. B.)

(NAAC ACCREDITED)

No. BHKM/Pol Sci/2022/4

Date 29.9.22

Department / Cell / Committee of

POLITICAL SCIENCE

### NOTICE

All teachers of the department are hereby requested to join an online meeting via Google Meet that will be held on May 1, 2022 with the following agenda:-

1. Confirmation of resolution of the previous meeting
2. Switch over to on line mode of classes.
3. Completion of Internal Assessment.
4. Miscellaneous.

Signature of the Principal

B.H.K. Mahavidyalaya  
Bamanpukur, 24 Parganas



Signature of the In-charge



# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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2022

মিটিং রেজলিউশন বই  
MEETING RESOLUTION BOOK

ক্রমিক নম্বরের নাম NAME OF MEMBERS PRESENT	স্মারক ROLL NO.	স্মারক ROLL NO.
কম্পিউটার বিভাগ	১১	১১
কম্পিউটার বিভাগ	১২	১২
কম্পিউটার বিভাগ	১৩	১৩
কম্পিউটার বিভাগ	১৪	১৪
কম্পিউটার বিভাগ	১৫	১৫
কম্পিউটার বিভাগ	১৬	১৬
কম্পিউটার বিভাগ	১৭	১৭
কম্পিউটার বিভাগ	১৮	১৮
কম্পিউটার বিভাগ	১৯	১৯
কম্পিউটার বিভাগ	২০	২০
কম্পিউটার বিভাগ	২১	২১

রেজলিউশন / Resolution Adopted

Agenda:-

1. Confirmation of the resolutions of the previous meeting.
2. Switch-over to online mode of classes.
3. Completion of Internal Assessment.
4. Miscellaneous.

Bharat Stationers, 75 College Square, KM-71, Phone: 2211-6838



## BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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(NAAC ACCREDITED)

2022

১৯৭৭ - Resolution Adopted

Resolutions Adopted :-

1. The resolution of the previous meeting read and confirmed.
2. Resolved that there will be a switch over to online mode of classes.
3. Resolved that internal assessments will be completed within the stipulated time.



# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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2022



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## BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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BAMANPUKUR • NORTH 24 PARGANAS • PIN/743425 • (W. B.)

(NAAC ACCREDITED)

No. BHKM/Pol.Sc./2022/15

Date 29.11.2022

Department / Cell / Committee of POLITICAL SCIENCE

### NOTICE

All teachers of the department are requested to join the departmental meeting that will be held on 1.12.2022 in the Political Science Subcell Room at 2.00 PM with the following agenda -

1. Confirmation of resolution of the previous meeting.
2. Preparation of the upcoming seminar - paper distribution, making of notice, etc. and etc.
3. Preparation of Plan of Action for the upcoming seminar.
4. Miscellaneous.

Signature of the In-charge

BHKM, North 24 Parganas  
Bamanpukur (W.B.)



Signature of the In-charge

Department of Political Science





# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

Estd. - 2007

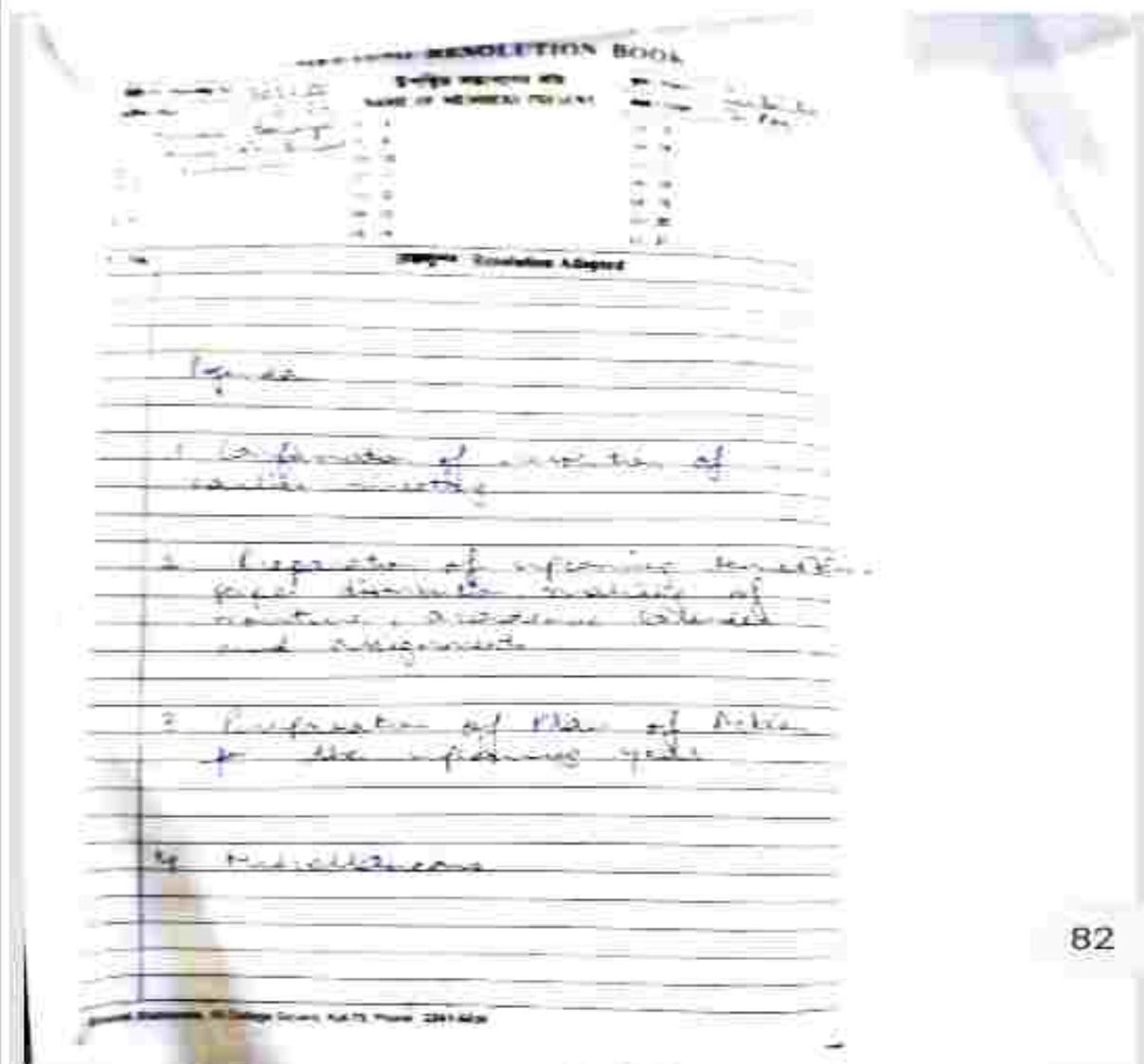
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2022

Resolution / Resolution Adopted

Resolutions Adopted :-

1. The resolutions of the previous meeting read and confirmed.

2. Resolved that, preparation for upcoming semester with respect to paper distribution, reading of the routine, academic calendar and assignments will be done.

3. Resolved that the plan of action for the upcoming year will involve around organizing seminars, observations of Day of Impudence, library staff etc.



# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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2022



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## BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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ESTD. - 2007

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(NAAC ACCREDITED)

No. BHKM/Pol.Sc.1/2022/3

Date 30.1.22

Department / Cell / Committee of POLITICAL SCIENCE

### NOTICE

All teachers are requested to join an Online Department Meeting via Google Meet on 1.2.22 at 7:00 P.M with the following agenda:-

1. Confirmation of resolution of the previous meeting held on 12.1.22 on Google Meet at 7:00 P.M.
2. Switch over to off-line mode of classes from on-line mode vide G.O. Memo no. 89-Edu (CS)/10M-32/2021 dated 31.1.2022.
3. Miscellaneous.

Signature of the President  
B.H.K.M. Mahavidyalaya  
Bamanpukur, 24 Parganas



Signature of the in-charge  
Department of Political Science





## BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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Sl. No.	Resolution / Resolution Adopted
	Resolutions Adopted :-
1.	The resolutions adopted in the previous meeting was read and confirmed.
2.	Resolved that classes will shift to offline mode as per C.O. Memo no 89 Eten (CS) / 1044 - 32 / 2021 dated 31.01.2022.



# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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2017-2023

## Decisions and action taken Report DEPARTMENT OF SANSKRIT

[Meeting-Minutes]

Presented by



# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

Estd. - 2007

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2022

## সিদ্ধি রেজোলিউশন বই MEETING RESOLUTION BOOK

ক্র.সং. Sl. No.	নাম Name	স্বাক্ষর Signature	স্বাক্ষর Signature	ক্র.সং. Sl. No.	নাম Name
01	ডাঃ সঞ্জয় চন্দ্র			01	ডাঃ সঞ্জয় চন্দ্র
02	ডাঃ সঞ্জয় চন্দ্র			02	ডাঃ সঞ্জয় চন্দ্র
03	ডাঃ সঞ্জয় চন্দ্র			03	ডাঃ সঞ্জয় চন্দ্র
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06	ডাঃ সঞ্জয় চন্দ্র			06	ডাঃ সঞ্জয় চন্দ্র
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09	ডাঃ সঞ্জয় চন্দ্র			09	ডাঃ সঞ্জয় চন্দ্র
10	ডাঃ সঞ্জয় চন্দ্র			10	ডাঃ সঞ্জয় চন্দ্র

ক্র.সং. Sl. No.	রেজোলিউশন Resolution Adopted
01	1. Confirmation of the resolution of the previous meeting held on 15/12/2021
02	2. Online meeting to hold along to online exam admission
03	3. Same routine to be followed
04	4. Attention on online routine Admission Month-12, 2021
05	5. Attention on on medical activities and best position of the department.
06	6. Syllabus distribution and selection of paper in group
07	7. To discuss about academic calendar and assignment
08	8. etc.
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# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

Estd. - 2007

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(NAAC ACCREDITED)

2022

## নিচের রেজলিউশন বই MEETING RESOLUTION BOOK

ক্র.সং.	নাম	স্বাক্ষর	তারিখ
১১	1. Indira Choudhury		25.05.2022
১২	2. Sufi Sun		
১৩	3. Ghani Momen Banerji		
১৪	4. Alankar Panda		
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Resolution Adopted:

1. Confirmation of the resolution of the previous meeting held on 25/05/2022.
2. To discuss about departmental seminar on "Education Today: Challenges and Prospects".
3. To discuss about departmental wall magazine "AB".
4. To discuss about departmental activities.
5. etc.

Resolution:-

1. Confirmation of the resolution of the previous meeting held on 25/05/2022. It was read and confirmed.
2. It is resolved that the seminar on "Education Today: Challenges and Prospects" will be organized on 21/06/2022.
3. It is resolved that departmental wall magazine 'AB' will be prepared and published on 21/06/2022 with the help of faculty. The department of Sanskrit will be responsible for the preparation of the magazine.
4. It is resolved that departmental activities will be performed with better involvement of students in the activities. Faculty members will take care of the students for the activities.

১.১৫

Action Taken Report:-

1. Departmental online classes held from 25/05/2022 to 26/05/2022.
2. Syllabus was distributed and paper is being prepared.
3. Academic calendar and departmental class roster was prepared.





# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

Estd. - 2007

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(NAAC ACCREDITED)

2022

## মিটিং রেজল্যুশন বই MEETING RESOLUTION BOOK

সভার তারিখ/সময়	সভাপতি/সভ্যের নাম	উপস্থিত সভ্যগণের নাম	সভার স্থান	সভার বিষয়
DATE/TIME	CHAIRMAN/MEMBER'S NAME	NAME OF MEMBERS PRESENT	MEETING PLACE	MEETING AGENDA
১১/১/২২	শ্রী/শ্রীমতী চন্দ্রিকা	১১/১/২২		
১১/১/২২	শ্রী/শ্রীমতী চন্দ্রিকা	১১/১/২২		
১১/১/২২	শ্রী/শ্রীমতী চন্দ্রিকা	১১/১/২২		
১১/১/২২	শ্রী/শ্রীমতী চন্দ্রিকা	১১/১/২২		
১১/১/২২	শ্রী/শ্রীমতী চন্দ্রিকা	১১/১/২২		
১১/১/২২	শ্রী/শ্রীমতী চন্দ্রিকা	১১/১/২২		
১১/১/২২	শ্রী/শ্রীমতী চন্দ্রিকা	১১/১/২২		
১১/১/২২	শ্রী/শ্রীমতী চন্দ্রিকা	১১/১/২২		
১১/১/২২	শ্রী/শ্রীমতী চন্দ্রিকা	১১/১/২২		
১১/১/২২	শ্রী/শ্রীমতী চন্দ্রিকা	১১/১/২২		
১১/১/২২	শ্রী/শ্রীমতী চন্দ্রিকা	১১/১/২২		

- সংক্ষেপ/Resolution Adopted**
1. confirmation of the resolution of the previous meeting held on 23/01/22.
  2. completion of internal assessment.
  3. discussion on Book practices.
  4. To discuss the plan of action for (2022-2023) session.
  5. To discuss about the work done of the plan of action the department has achieved in this session.
  6. etc.

- কর্মসূচী/Resolution Adopted**
1. confirmation of the resolution of the previous meeting held on 23/01/22 is read and confirmed.
  2. It is resolved that all paper-incharges will collect assignment within infoloss.
  3. It is resolved that department will organize book practices such as quiz, debate, symposium and literary day by the paper in charges.
  4. It is resolved that department will prepare plan of action for (2022-2023 session).
  5. It is resolved that department has completed all the programmes of plan of action (2022).

1. For Intra-Dept: interdepartmental seminar organized on 21/01/22.
2. departmental wall magazine was prepared and published on 21/01/22 by Shri/শ্রীমতী চন্দ্রিকা. The department is satisfied.



# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

Estd. - 2007

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2022

## সভার কার্যসূচী ও MEETING RESOLUTION BOOK

Sl. No.	Profession	NAME OF MEMBERS PRESENT	Sl. No.	Profession
01	Prof. Dr. ...	...	01	Prof. Dr. ...
02	Prof. Dr. ...	...	02	Prof. Dr. ...
03	Prof. Dr. ...	...	03	Prof. Dr. ...
04	Prof. Dr. ...	...	04	Prof. Dr. ...
05	Prof. Dr. ...	...	05	Prof. Dr. ...
06	Prof. Dr. ...	...	06	Prof. Dr. ...
07	Prof. Dr. ...	...	07	Prof. Dr. ...
08	Prof. Dr. ...	...	08	Prof. Dr. ...
09	Prof. Dr. ...	...	09	Prof. Dr. ...
10	Prof. Dr. ...	...	10	Prof. Dr. ...
11	Prof. Dr. ...	...	11	Prof. Dr. ...
12	Prof. Dr. ...	...	12	Prof. Dr. ...
13	Prof. Dr. ...	...	13	Prof. Dr. ...
14	Prof. Dr. ...	...	14	Prof. Dr. ...
15	Prof. Dr. ...	...	15	Prof. Dr. ...
16	Prof. Dr. ...	...	16	Prof. Dr. ...
17	Prof. Dr. ...	...	17	Prof. Dr. ...
18	Prof. Dr. ...	...	18	Prof. Dr. ...
19	Prof. Dr. ...	...	19	Prof. Dr. ...
20	Prof. Dr. ...	...	20	Prof. Dr. ...

Agenda

1. Consideration of the resolution of the previous meeting held on 08/08/2022.
2. Syllabus distribution and selection of paper in charge (Commit. 01-2022)
3. Approval of departmental routine.
4. To discuss on Internal assessment and Academic Calendar.
5. To discuss on Induction programme.
6. To discuss on Academic Audit.
7. Discussion on Conferences, Seminars and other academic activities.

Resolution: 1. Consideration of the resolution of the previous meeting held on 08/08/2022 is read and confirmed.  
2. It is resolved that a syllabus will be distributed among all faculty members and paper in charge will be selected.  
3. It is resolved that departmental routine will be prepared by faculty incharge, will read of 1.00.2022.  
4. It is resolved that classes will be done as Internal assessment and Academic Calendar.

Agenda

5. Will be prepared by all the paper in charge.
6. It is resolved that departmental induction programme will be held on 10/08/2022.
7. It is resolved that departmental faculty members will complete academic audit within three months.
8. It is resolved that departmental conferences, seminars and other activities will be observed by the department.



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Sl. No.	Member Name	Signature	NAME OF MEMBERS PRESENT	Sl. No.	Signature
01	Dr. Ananta Chandra	[Signature]	01	Dr. Ananta Chandra	[Signature]
02	Dr. Ananta Chandra	[Signature]	02	Dr. Ananta Chandra	[Signature]
03	Dr. Ananta Chandra	[Signature]	03	Dr. Ananta Chandra	[Signature]
04	Dr. Ananta Chandra	[Signature]	04	Dr. Ananta Chandra	[Signature]
05	Dr. Ananta Chandra	[Signature]	05	Dr. Ananta Chandra	[Signature]
06	Dr. Ananta Chandra	[Signature]	06	Dr. Ananta Chandra	[Signature]
07	Dr. Ananta Chandra	[Signature]	07	Dr. Ananta Chandra	[Signature]
08	Dr. Ananta Chandra	[Signature]	08	Dr. Ananta Chandra	[Signature]
09	Dr. Ananta Chandra	[Signature]	09	Dr. Ananta Chandra	[Signature]
10	Dr. Ananta Chandra	[Signature]	10	Dr. Ananta Chandra	[Signature]

Sl. No.	Resolution Adopted
1.	Confirmation of the resolution of the previous meeting held on 05/07/2022.
2.	Discussion on the observation of World Sanskrit Day 2022.
3.	Discussion on orientation programme.
4.	Discussion on students admission of Sem-1.
5.	To discuss about internal assessment.
6.	To discuss about teachers pay 2022.
7.	To discuss about disqualitative test practices.
8.	To discuss about to discuss about commencement of 3rd and 5th semester classes.
<b>Resolution:</b>	
1.	Confirmation of the resolution of the previous meeting held on 05/07/2022 is read and confirmed.
2.	It is resolved that World Sanskrit Day will be observed on 22/07/2022.
3.	It is resolved that orientation programmes for 2nd semester students will be organized on 27/09/2022.
4.	It is resolved that students admission of Sem-1 will be completed. All departmental teachers in the month of August 2022. All departmental teachers have to take responsibility for the Sem-1 students admission.
5.	It is resolved that class test of 1st semester and assignment



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## Institutional perspective Plan deployment documents

2017-2023

### Decisions and action taken Report

### DEPARTMENT OF ARABIC

[Meeting-Minutes]

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Presented by



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## Meeting of the Department of Arabic Bamanpukur Humayun Kabir Mahavidyalaya Bamanpukur, Minnichan, North 24 Parganas

Meeting No.	16	Date	03/01/2022
Place	B. A. General Room	Time	1:00 p.m.

Members of the committee:		Members present in the meeting:
Sl. No.	Name of the member	Signature of the member
1	Dr. Md. Nasir Uddin Mondal	<i>Md. Nasir Uddin Mondal</i>
2	Mr. Debraj Howlader	<i>Debraj Howlader</i>
3	Dr. Rumi Das Choudhuri	<i>Rumi Das Choudhuri</i>
4	Dr. Minakshi Biswas	<i>Minakshi Biswas</i>
5	Ms. Paramita Mondal	<i>Paramita Mondal</i>

A meeting of the department of Arabic (Departmental Committee) was held on 03/01/2022 at 1:00 p.m. at the B. A. General Room to discuss and resolve the following agenda. Dr. Md. Nasir Uddin Mondal, Assistant Professor and Head, Department of Arabic is voted to the chair. Dr. Mondal welcomed all the members present and extended his good wishes on behalf of the department. Thereafter, the meeting started and he reported the members about the agenda.

- To Confirm the resolutions of the previous meeting, held on 11/11/2021**
  - The resolutions of the previous meeting, held on 11/11/2021 were read and confirmed by the members.
- To switch over the classes to online from offline**
  - It is resolved that the classes of the department for the semester-I, III & V will be switched over to online from offline on and from 04/01/2022 due to pandemic situation.



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### 3. To publish an edited book

- Dr. Md. Navir Uddin Mondal proposed to edit a book titled "مجموعه المقالات العربية" on behalf of the dept. of Arabic, BHKM. The IQAC of the college was informed and latter agreed to the proposal of publishing the work from BHKM publication. Accordingly a call for papers would be circulated.

### 4. Miscellaneous

- No matter to discuss and resolve

The Meeting ended with the vote of thanks to the chair.

*Dr. Md. Navir Uddin Mondal*  
Dr. Md. Navir Uddin Mondal  
Head, Dept. of Arabic, BHKM  
*Dr. M. N. Mondal*  
(Chair)  
Department of Arabic  
Bamanpukur - North 24 Parganas  
Maharajganj, North 24 Parg.



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## Meeting of the Department of Arabic Bamanpukur Humayun Kabir Mahavidyalaya Bamanpukur, Minakhan, North 24 Parganas

Meeting No.	17	Date	03/02/2022
Place	B. A. General Room	Time	11:00 a.m.

### Members of the committee :

Sl. No.	Name of the member	Signature of the member
1	Dr. Md. Nasir Uddin Mondal	<i>Dr. Md. Nasir Uddin Mondal</i>
2	Mr. Debraj Biswas	<i>Debraj Biswas</i>
3	Dr. Runa Das Choudhuri	<i>Runa Das Choudhuri</i>
4	Dr. Minakshi Biswas	<i>Minakshi Biswas</i>
5	Ms. Paramita Mondal	<i>Paramita Mondal</i>

### Members present in the meeting:

A meeting of the department of Arabic (Departmental Committee) was held on 03/02/2022 at 11:00 a.m. at the B. A. General Room to discuss and resolve the following agenda. Dr. Md. Nasir Uddin Mondal, Assistant Professor and Head, Department of Arabic is voted to the chair. Dr. Mondal welcomed all the members present and extended his good wishes on behalf of the department. Thereafter, the meeting started and he reported the members about the agenda.

- To Confirm the resolutions of the previous meeting, held on 03/01/2022**
  - The resolutions of the previous meeting, held on 03/01/2022 were read and confirmed.
- To commence the departmental classes**
  - It is resolved that the classes of the department for the semester - IV & VI will be commenced on and from 08/02/2022 and for the semester - II from 14/03/2022
- To prepare the departmental routine and academic calendar**
  - It is resolved that the departmental routine and academic calendar will be prepared and published thereafter before the commencement of the classes. Dr. M. N. Mondal



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is assigned to prepare the departmental outline and academic calendar and take necessary steps to publish them.

#### 4. To select the names of the paper – in - charges and examiners

- It is decided that the names of the paper in charge(s) and examiners will be as follows:

Paper code	Paper-in-charge	Examiner
ARBQCOR02T/ARBHOEC02T	Dr. Md. Nasir Uddin Mondal	Dr. Md. Nasir Uddin Mondal
ARBQCOR04T/ARBHOEC04T	Dr. Md. Nasir Uddin Mondal	Dr. Md. Nasir Uddin Mondal
ARBQDSE02T	Dr. Md. Nasir Uddin Mondal	Dr. Md. Nasir Uddin Mondal
ARBQOEC02T	Dr. Md. Nasir Uddin Mondal	Dr. Md. Nasir Uddin Mondal

#### 5. To complete the Internal Assessment

- It is resolved that the Internal Assessment for the semester – II, IV & VI will be completed before 29/05/2022. Dr. M. N. Mondal is assigned to complete the task.

#### 6. To dissolve the departmental classes

It is decided that the classes of the department will be dissolved before five days from the commencement of the examination (Even Semester) to enable the students to prepare for the examination.

#### 7. To decide the method of teaching

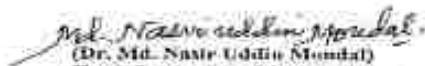
- It is resolved that the classes will be held in spaced learning method keeping in mind slow learners apart from regular class lecture mode of teaching.

#### 8. Miscellaneous

##### a) To evaluate the result of the departmental students

- It is resolved that the results of the semester - II, IV and VI will be evaluated immediately after the publication of the result. Dr. M.N. Mondal is assigned to evaluate the result.

The Meeting ended with a vote of thanks to the chair.

  
(Dr. Md. Nasir Uddin Mondal)  
Head, Dept. of Arabic, BHKM  
Dr. M. N. Mondal  
Head  
Department Of Arabic  
Bamanpukur H. Kabir Mahavidyalaya  
Bamanpukur, North 24 Pgs.





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## Meeting of the Department of Arabic Bamanpukur Humayun Kabir Mahavidyalaya Bamanpukur, Minakhan, North 24 Parganas

Meeting No.	18	Date	29/04/2022
Place	B. A. General Room	Time	4:00 p.m.

### Members of the committee:

### Members present in the meeting:

Sl. No.	Name of the member	Signature of the member.
1	Dr. Md. Nasir Uddin Mondal	<i>Md. Nasir Uddin Mondal</i>
2	Mr. Debraj Howlader	<i>Debraj Howlader</i>
3	Dr. Runa Das Choudhuri	<i>Runa Das Choudhuri</i>
4	Dr. Minakshi Biswas	<i>Minakshi Biswas</i>
5	Ms. Paranita Mondal	<i>Paranita Mondal</i>

A meeting of the department of Arabic (Departmental Committee) was held on 29/04/2022 at 4:00 p.m. at the B. A. General Room to discuss and resolve the following agenda. Dr. Md. Nasir Uddin Mondal, Assistant Professor and Head, Department of Arabic is voted to the chair. Dr. Mondal welcomed all the members present and extended his good wishes on behalf of the department. Thereafter, the meeting started and he reported the members about the agenda.

- To Confirm the resolutions of the previous meeting, held on 03/02/2022**
  - The resolutions of the previous meeting, held on 03/02/2022 were read and confirmed by the members.
- To switch over the classes to online from offline**
  - It is resolved that the classes of the department for the semester - II, IV & VI will be switched over to online from offline on and from 02/05/2022 as per Govt. order No.--- This online mode of classes will run till 15/05/2022.



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### 3. Miscellaneous

#### a) To organize a students' seminar

- It is resolved that the Department of Arabic will organize a students' seminar on 07/06/2022. Dr. Md. Nasir Uddin Mondal is assigned to organize the seminar. Further resolved that the topic of the seminar is "Role of Women in Indo-Arab Literature".

The Meeting ended with a vote of thanks to the chair.

*Md. Nasir Uddin Mondal*  
(Dr. Md. Nasir Uddin Mondal)  
Head, Dept. of Arabic, BHKM  
*Dr. M. N. Mondal*  
Head  
Department Of Arabic,  
Bamanpukur H. Kabir Mahavidyalaya  
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## Meeting of the Department of Arabic Bamanpukur Humayun Kabir Mahavidyalaya Bamanpukur, Minakhan, North 24 Parganas

Meeting No.	19	Date	05/07/2022
Place	B. A. General Room	Time	1:00 p.m.

Members of the committee: Members present in the meeting:

Sl. No.	Name of the member	Signature of the member
1	Dr. Md. Nazir Uddin Mondal	<i>Md. Nazir Uddin Mondal</i>
2	Mr. Debraj Howlader	<i>Debraj Howlader</i>
3	Dr. Runa Das Choudhuri	<i>Runa Das Choudhuri</i>
4	Dr. Minakshi Bhowmik	<i>Minakshi Bhowmik</i>
5	Ms. Paramita Mondal	<i>Paramita Mondal</i>

A meeting of the department of Arabic (Departmental Committee) was held on 05/07/2022 at 1:00 p.m. at the B. A. General Room to discuss and resolve the following agenda. Dr. Md. Nazir Uddin Mondal, Assistant Professor and Head, Department of Arabic is voted to the chair. Dr. Mondal welcomed all the members present and extended his good wishes on behalf of the department. Thereafter, the meeting started and he reported the members about the agenda.

1. To Confirm the resolutions of the previous meeting, held on 29/04/2022

- The resolutions of the previous meeting, held on 29/04/2022 were read and confirmed.

2. To select the name of the paper – in - charge

- It is decided that the names of the paper in charge(s) will be as follows:

Paper code	Paper-in-charge
ARBGCOR01T/ARBIHQEC01T	Dr. Md. Nazir Uddin Mondal



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ARHGCEC01T/ARBHGEC01T	Dr. Md. Nasir Uddin Mondal
ARDGDSE01T	Dr. Md. Nasir Uddin Mondal
ARBGGE01T	Dr. Md. Nasir Uddin Mondal

### 3. Miscellaneous

- No matter to discuss and resolve

The Meeting ended with a vote of thanks to the chair.

*Dr. Md. Nasir Uddin Mondal*  
(Dr. Md. Nasir Uddin Mondal)  
Head, Dept. of Arabic, BHKM

*Dr. M.N. Mondal*  
Head  
Department Of Arabic  
Bamanpukur H. Kabir Mahavidyalaya  
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## Meeting of the Department of Arabic Bamanpukur Humayun Kabir Mahavidyalaya Bamanpukur, Minakhan, North 24 Parganas

Meeting No.	20	Date	26/07/2022
Place	B. A. General Room	Time	1:00 p.m.

### Members of the committee:

### Members present in the meeting:

Sl. No.	Name of the member	Signature of the member
1	Dr. Md. Navir Uddin Mondal	<i>Dr. Md. Navir Uddin Mondal</i>
2	Mr. Debaj Howladar	<i>Debaj Howladar</i>
3	Dr. Ranu Day Choudhuri	<i>Ranu Day Choudhuri</i>
4	Dr. Minkoln Biswas	<i>Minkoln Biswas</i>
5	Mrs. Paramita Mondal	<i>Paramita Mondal</i>

A meeting of the department of Arabic (Departmental Committee) was held on 26/07/2022 at 1:00 p.m. at the B. A. General Room to discuss and resolve the following agenda. Dr. Md. Navir Uddin Mondal, Assistant Professor and Head, Department of Arabic is voted to the chair. Dr. Mondal welcomed all the members present and extended his good wishes on behalf of the department. Thereafter, the meeting started and he reported the members about the agenda.

- To Confirm the resolutions of the previous meeting, held on 05/07/2022**
  - The resolutions of the previous meeting, held on 03/07/2022 were read and confirmed.
- To commence the departmental classes**
  - It is resolved that the classes of the department will be commenced on and from 04/08/2022 for the semester - III & V and 19/09/2022 for the semester - I.



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3. **To prepare the departmental routine and academic calendar**
  - It is resolved that the departmental routine and academic calendar will be prepared and published thereafter before the commencement of the classes. Dr. M. N. Mondal is assigned to prepare the departmental routine and academic calendar and take necessary steps to publish them.
4. **To complete the Internal Assessment**
  - It is resolved that the Internal Assessment for the semester - I, III & V will be completed before 30/11/2022. Dr. M. N. Mondal is assigned to complete the task.
5. **To organize and conduct an Induction Programme**
  - It is resolved that an Induction Programme on Academic Calendar, Assignment and Syllabus will be conducted on 24/09/2022. Dr. M. N. Mondal is assigned to organize and conduct the programme.
6. **To decide the method of teaching**
  - It is resolved that the classes will be held in spaced learning method keeping in mind slow learners apart from regular class lecture mode of teaching.
7. **Miscellaneous**
  - a) **To organize debate, extempore, quiz and library day**
    - It is resolved that the above mentioned programmes will be organized as per the following schedule:

Sl. No	Name of the Dept.	Name of the Programme	Objectives	Year	Date	Time	Venue	Organizing Secretary	Probable Budget
	Dept. of Arabic	Debate	To enhance the skill of convincing opposition	2022	24/09/2022	12 noon	Room No. 13	Dr. M. N. Mondal	Nil
	Dept. of Arabic	Extempore	To enable students to speak and analyze the topic on spot	2022	24/09/2022	1 p.m.	Room No. 15	Dr. M. N. Mondal	Nil
1	Dept. of Arabic	Library Day	To help students to enrich their knowledge	2022	28/09/2022	12 noon	College Library	Dr. M. N. Mondal	Nil
2	Dept. of Arabic	Quiz	To evaluate the	2022	12/12/2022	12 noon	Room No. 15	Dr. M. N. Mondal	Nil



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2022

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			Knowledge of students						
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Further it is decided that Dr. Md. Nasir Uddin Mondal, Head, Department of Arabic, will organize and conduct the programmes as per the schedules.

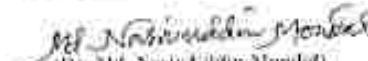
**b) To evaluate the result of the departmental students**

- It is resolved that the results of the semester - I, III and V will be evaluated immediately after the publication of the result. Dr. M. N. Mondal is assigned to evaluate the result.

**c) To conduct campaign for observing Qawmi Ekta Week**

- It is resolved that the Department of Arabic, BHKM, will conduct two campaigns in two educational institutions for observing Qawmi Ekta Week in the month of November, 2022. Dr. Md. Nasir Uddin Mondal is assigned to conduct the campaigns.

The Meeting ended with a vote of thanks to the chair.

  
Dr. Md. Nasir Uddin Mondal

Head, Dept. of Arabic, BHKM

**Dr. M.N. Mondal**  
Head

Department Of Arabic,  
Bamanpukur H.Kabir Mahavidyalaya  
Bamanpukur, North 24 Pga.



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Page 1 of 2

## Meeting of the Department of Arabic Bamanpukur Humayun Kabir Mahavidyalaya Bamanpukur, Minakhan, North 24 Parganas

Meeting No.	21	Date	24/12/2022
Place	Arabic Departmental Room	Time	2:00 p.m.

### Members of the committee:

### Members present in the meeting:

Sl. No.	Name of the member	Signature of the member
1	Dr. Md. Nasir Uddin Mondal	<i>Dr. Md. Nasir Uddin Mondal</i>
2	Mr. Debraj Howlader	<i>Debroy Howlader</i>
3	Dr. Runa Das Choudhuri	<i>Runa Das Choudhuri</i>
4	Dr. Minakshi Biswas	
5	Ms. Paramita Mondal	<i>Paramita Mondal</i>

A meeting of the department of Arabic (Departmental Committee) was held on 24/12/2022 at 2:00 p.m. at the Arabic Departmental Room to discuss and resolve the following agenda. Dr. Md. Nasir Uddin Mondal, Assistant Professor and Head, Department of Arabic is voted to the chair. Dr. Mondal welcomed all the members present and extended his good wishes on behalf of the department. Thereafter, the meeting started and he reported the members about the agenda.

### 1. To Confirm the resolutions of the previous meeting, held on 26/07/2022

- The resolutions of the previous meeting, held on 26/07/2022 were read and confirmed by the members.

### 2. To prepare plan of Action for the year 2023

- It is resolved that the following programmes will be organized and conducted on behalf of the department in the year 2023.





# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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Page 2 of 3

Sl. No	Name of the Dept.	Name of the Programme	Objectives	Year	Date	Time	Venue	Organizing Secretary	Probable Budget
1	Dept. of Arabic	Library Day	To help students to enrich their knowledge	2023	02/05/2023	1 p.m.	College Library	Dr. M. N. Mondal	Nil
2	Dept. of Arabic	Quiz	To enhance the knowledge of students	2023	10/05/2023	12 noon	Room No. 34	Dr. M. N. Mondal	Nil
3	Dept. of Arabic	Extempore	To enable students to speak and analyse the issue on spot	2023	13/05/2023	1 p.m.	Room No. 33	Dr. M. N. Mondal	Nil
4	Dept. of Arabic	Debate	To enhance the skill of convincing opposition	2023	13/09/2023	1 p.m.	Room No. 33	Dr. M. N. Mondal	Nil
5	Dept. of Arabic	Student's Seminars	To develop student's speaking and discussion skill	2023	26/09/2023	2 p.m.	Room No. 34	Dr. M. N. Mondal	Nil
6	Dept. of Arabic	Wall Magazine	To develop thinking and writing skill	2023	09/11/2023	2 p.m.	College Corridor	Dr. M. N. Mondal	Nil

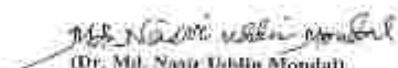
Further it is decided that Dr. Md. Nasir Uddin Mondal, Head, Department of Arabic, will organize and conduct the programmes as per the schedules.

### 3. Miscellaneous

#### a) To discuss and resolve on CO & PO

- The members have discussed on the CO & PO for the department and unanimously requested Dr. Mondal to analyze the CO & PO.

The Meeting ended with a vote of thanks to the chair.

  
(Dr. Md. Nasir Uddin Mondal)  
Head, Dept. of Arabic, BHKM

Dr. M. N. Mondal  
Head  
Department of Arabic  
Bamanpukur H. Kabir Mahavidyalaya  
Bamanpukur, North 24 Pgs.



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## **Institutional perspective Plan deployment documents**

2017-2023

### **Decisions and action taken Report DEPARTMENT OF SOCIOLOGY [Meeting-Minutes]**

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2022

Meeting of the Department of Sociology  
Bamanpukur Humayun Kabir Mahavidyalaya  
Bamanpukur, Mirchak, North 24 Parganas

Meeting No.	33	Date	10/01/2022
Place	George Men Pharmacy	Time	10:00 p.m.

Members present in the meeting:

Sl. No.	Name of the member	Signature of the member
1	Dr. Rama Das Choudhury	<i>Rama Das Choudhury</i>
2	Dr. M.G. Haque Uddin Mridul	<i>M.G. Haque Uddin Mridul</i>
3	Dr. Mizanul Hossain	<i>Mizanul Hossain</i>

A meeting of the Department of Sociology was held online on 10/01/2022 at 10:00 p.m. and under the following agenda. Dr. Rama Das Choudhury is noted to the Chair. Dr. Das Choudhury moderated all the agenda points and concluded his good wishes on behalf of the Department. Thereafter the meeting started with the report about the agenda.

1. Confirmation of resolution of earlier meeting held on 23.12.2021

The minutes of the previous meeting held on 23.12.2021 was read and confirmed.

2. Decisions regarding commencement of classes

It is resolved that classes for the forthcoming session of the Department of Sociology will commence from 08.02.2022.

3. Selection of paper-in-charge and examiners

It is resolved that Dr. Rama Das Choudhury will be the paper-in-charge and members of the following papers namely:

Paper code	Paper-in-charge	Internal Assignment Paper Setter	Examiner
BAW31101/BAW31102/BAW31103/BAW31104	Dr. Rama Das Choudhury	Dr. Rama Das Choudhury	Dr. Rama Das Choudhury
BAW31105/BAW31106/BAW31107	Dr. Rama Das Choudhury	Dr. Rama Das Choudhury	Dr. Rama Das Choudhury
BAW31108	Dr. Rama Das Choudhury	Dr. Rama Das Choudhury	Dr. Rama Das Choudhury

RESOLVED

Dr. Rama Das Choudhury

Dr. Rama Das Choudhury

Dr. Rama Das Choudhury

4. Departmental meeting and academic calendar

It is resolved that departmental meeting and the academic calendar of semesters I, III and V will be prepared by the HOD, Department of Sociology Dr. Rama Das Choudhury.

5. Method of teaching

It is resolved that teacher regular lecture method followed in classroom teaching, VAS mode of teaching would also be undertaken.

6. Withdrawal of offline mode of teaching w.e.f. 8.3.2022.

It is resolved that all classes will be held online w.e.f. 8.3.2022.

7. Miscellaneous

It is resolved that result evaluation of previous semester will be undertaken by HOD, Dept. of Sociology.

The meeting ended with a vote of thanks to the chair.



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2022

Meeting of the Department of Sociology  
Bamanpukur Humayun Kabir Mahavidyalaya  
Bamanpukur, Minnichan, North 24 Parganas

Meeting No.	23	Date	29/04/2022
Place	H.A. General Room	Time	3:00 p.m.

Members present in the meeting:

Sl. No.	Name of the member.	Signature of the member
1.	Dr. Rupa Das Choudhuri	Rupa Das Choudhuri
2.	Dr. Md. Nasir Uddin Mondal	Md. Nasir Uddin Mondal
3.	Dr. Minakshi Biswas	Minakshi Biswas

A meeting of the Department of Sociology was held online on 29/04/2022 at 3 p.m. to discuss and resolve the following agenda. Dr. Rupa Das Choudhuri is voted to the Chair. Dr. Das Choudhuri welcomed all the members present and extended his good wishes on behalf of the Department. Therefore the meeting started and she reported about the agenda.

**1. Confirmation of resolution of earlier meeting held on 07.02.2022**

The minutes of the previous meeting held on 07.02.2022 were read and confirmed.

**2. To switch over the classes to online from offline**

It is resolved that the classes of the department for the semester - II, IV & VI will be switched over to online from offline on and from 02/05/2022 as per Govt. order No. - This online mode of classes will run till 15/05/2022.

**3. Miscellaneous**

No matter to discuss and resolve

The meeting ended with a vote of thanks to the chair.



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## **Institutional perspective Plan deployment documents**

2017-2023

### **Decisions and action taken Report DEPARTMENT OF PHILOSOPHY**

[Meeting-Minutes]

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Presented by



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 ESTD. - 2007  
 BAMANPUKUR • NORTH 24 PARGANAS • PIN-743425 • (W. B.)  
 (NAAC ACCREDITED)  
 Date: 21.01.22  
 Department / Cell / Committee of

### NOTICE

This is to notify all that an urgent meeting of the department of Philosophy will be held on on 01-01-2022 at 10:00 AM at General Room to discuss and resolve the following agenda.

All the members of the Committee are requested to join the meeting.

Agenda:

1. To confirm the resolution of the previous meeting.
2. To switch over the classes to online mode from offline.
3. Miscellaneous.

### মিটিং রেজলিউশন বুক MEETING RESOLUTION BOOK

Sl. No.	Topic	Date	Time
1	1. To confirm the resolution of the previous meeting.	01/01/2022	10:00 AM
2	2. To switch over the classes to online mode from offline.	01/01/2022	10:00 AM
3	3. Miscellaneous.	01/01/2022	10:00 AM

Meeting of the Department of Philosophy  
 Bamanpukur Humayun Kabir Mahavidyalaya  
 Bamanpukur, North 24 Parganas

Meeting No.	Date	Time
1002	01/01/2022	10:00 AM

An urgent meeting of the department of Philosophy (Department Chairman) will be held on 01/01/2022 at 10:00 AM in the General Room to discuss and resolve the following agenda: 1. To confirm the resolution of the previous meeting and 2. To switch over the classes to online mode from offline. All the members of the department are requested to join the meeting. The meeting will be held in the General Room of the department.

1. To confirm the resolution of the previous meeting, held on 20/12/2021.
2. To switch over the classes to online mode from offline.
3. Miscellaneous.

The Meeting ended with the vote of thanks to all.

Department of Philosophy  
 Bamanpukur, North 24 Parganas  
 Date: 21/01/2022  
 Signature: \_\_\_\_\_  
 Department of Philosophy

Resolution provided  




# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

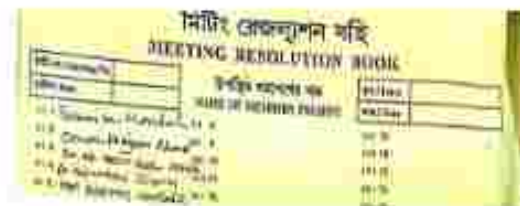
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2022



## NOTICE

This is to inform all that a meeting of the department of philosophy will be held on 27.09.2022 at 10 am at B.H. General Room to discuss and resolve the following agenda.  
All the members of the committee are requested to attend see each

### Agenda-

- 1) Confirmation of the resolution of the previous meeting.
- 2) To commence the departmental class
- 3) Preparation of the departmental and academic calendar
- 4) Completion of internal recruitment
- 5) Organizing and conducting an Ed programme.



## Meeting of the Department of Philosophy Bamanpukur Humayun Kabir Mahavidyalaya Bamanpukur, Malda, North 24 Parganas

Writing No.	11/2022	Date	27/09/2022
Place	B. H. General Room	Time	10:00 pm

A meeting of the Department of Philosophy Departmental Committee was held on 27/09/2022 at 10:00 am at B. H. A. General Room to discuss and resolve the following agenda: System Update, Academic Calendar and Ed. Department of Philosophy is requested to resolve the agenda of the meeting given and attend the meeting in person or send a representative. Therefore, the meeting held and its resolutions are as follows.

1. To confirm the resolution of the previous meeting, held on 24/09/2022
2. The members of the previous meeting, held on 24/09/2022, were not in attendance.
3. To commence the departmental class
4. To prepare the departmental and academic calendar
5. To complete the internal recruitment
6. To organize and conduct an Ed programme
7. To select the names of the paper - in - charge and assistant
8. To attend the meeting of the paper in - charge and assistant will be held



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2022

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Paper code	Paper-in-charge	Examiner
PHIGCOR02T/PHIHGEC02T	Omar Khyam Ahamed	Omar Khyam Ahamed
PHIGCOR04T/PHIHGEC04T	Paramita Mondal	Paramita Mondal
PHIGDSE03T	Omar Khyam Ahamed	Omar Khyam Ahamed
PHIGGEC02T	Paramita Mondal	Paramita Mondal

## 5. To complete the Internal Assessment

- It is resolved that the Internal Assessment for the semester - II, IV & VI will be completed before 20/05/2022. Paramita Mondal and Omar Khyam Ahamed are assigned to complete the task.

## 6. To dissolve the departmental classes

It is decided that the classes of the department will be dissolved before seven days from the commencement of the examination (Even Semester) to enable the students to prepare for the examination.

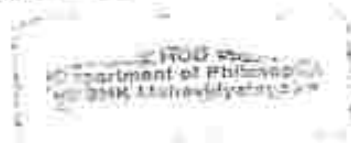
## 7. Miscellaneous

### a) To evaluate the result of the departmental students

- It is resolved that the results of the semester- II, IV and VI will be evaluated immediately after the publication of the result. Paramita Mondal is assigned to evaluate the result.

The Meeting ended with a vote of thanks to the chair.

*Paramita Mondal*







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on 27/09/2022  
Department of Philosophy

**NOTICE**

An special meeting of the Department of Philosophy will be held on 27/09/2022 at 11:00 AM at the D.A. ground room to discuss and resolve the following agenda.

All the members of the committee are requested to attend the meeting.

Agenda:

- To confirm the resolution of the previous meeting.
- To catch over the classes to online mode from offline.
- Miscellaneous.

Department of Philosophy  
Bamanpukur

**মিটিং রেজল্যুশন বুক**  
MEETING RESOLUTION BOOK

Sl. No.	বিষয় (Topic)	তারিখ (Date)	সময় (Time)
1	Department Meeting	27/09	11:00 AM
2	Department Meeting	27/09	11:00 AM
3	Department Meeting	27/09	11:00 AM
4	Department Meeting	27/09	11:00 AM
5	Department Meeting	27/09	11:00 AM

**Meeting of the Department of Philosophy**  
Bamanpukur Humayun Kabir Mahavidyalaya  
Bamanpukur, North 24 Parganas

Meeting No.	Date	Time
030922	27/09/2022	11:00 pm

The following is the minutes of Philosophy Department meeting held on 27/09/2022 at 11:00 pm at the D.A. ground room and resolved the following agenda: Review Meeting, Online classes, and Department of Philosophy to hold online classes. The meeting is held at the department ground room. The meeting is held at the department ground room.

- To confirm the resolution of the previous meeting, 11:00 AM
- To catch over the classes to online mode from offline
- Miscellaneous

Department of Philosophy  
Bamanpukur



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 B.N.M.2022/01  
 Date: 29/01/2022  
 Department/Cell/Category of: Philosophy

### NOTICE

This is to notify all that a meeting of the department of Philosophy will be held on evening at evening at the B.A. General Room to discuss and resolve the following agenda.

All the members of the committee are requested to join the meeting

### AGENDA:

1. To Confirm the resolutions of the Previous meeting
2. To Select the name of the Paper-to-choose
3. Miscellaneous

  
 Head of Department  
 B.A. Philosophy  
 Bamanpukur, N. 24 Parganas

  
 Head of Department  
 B.A. Philosophy  
 Bamanpukur, N. 24 Parganas

মিটিং রেজলিউশন বই  
 MEETING RESOLUTION BOOK

Sl. No.	Topic	Date	Time	Place
1	1. To confirm the resolutions of the previous meeting, held on 28/01/2022	29/01/2022	Evening	B.A. General Room
2	2. To select the name of the paper to choose	29/01/2022	Evening	B.A. General Room
3	3. To discuss and resolve the following agenda	29/01/2022	Evening	B.A. General Room
4	4. To discuss and resolve the following agenda	29/01/2022	Evening	B.A. General Room
5	5. To discuss and resolve the following agenda	29/01/2022	Evening	B.A. General Room
6	6. To discuss and resolve the following agenda	29/01/2022	Evening	B.A. General Room
7	7. To discuss and resolve the following agenda	29/01/2022	Evening	B.A. General Room
8	8. To discuss and resolve the following agenda	29/01/2022	Evening	B.A. General Room
9	9. To discuss and resolve the following agenda	29/01/2022	Evening	B.A. General Room
10	10. To discuss and resolve the following agenda	29/01/2022	Evening	B.A. General Room

Meeting of the Department of Philosophy  
 Bamanpukur, North 24 Parganas

Sl. No.	Name	Signature	Date
1	Dr. B. K. Ghosh		29/01/2022
2	Dr. S. K. Ghosh		29/01/2022
3	Dr. A. K. Ghosh		29/01/2022
4	Dr. M. K. Ghosh		29/01/2022
5	Dr. N. K. Ghosh		29/01/2022
6	Dr. P. K. Ghosh		29/01/2022
7	Dr. Q. K. Ghosh		29/01/2022
8	Dr. R. K. Ghosh		29/01/2022
9	Dr. S. K. Ghosh		29/01/2022
10	Dr. T. K. Ghosh		29/01/2022

A meeting of the department of Philosophy (Department) was held on Saturday at 1:00 pm at Dr. B. K. Ghosh Room in Bamanpukur campus of Bamanpukur Humayun Kabir Mahavidyalaya, North 24 Parganas, West Bengal. The meeting was held to discuss and resolve the following agenda.

1. To Confirm the resolutions of the previous meeting, held on 28/01/2022
2. To select the name of the paper to choose
3. To discuss and resolve the following agenda
4. To discuss and resolve the following agenda
5. To discuss and resolve the following agenda
6. To discuss and resolve the following agenda
7. To discuss and resolve the following agenda
8. To discuss and resolve the following agenda
9. To discuss and resolve the following agenda
10. To discuss and resolve the following agenda

It is requested that the members of the committee (1, 2, 3, 4, 5, 6, 7, 8, 9, 10) will be available to attend the meeting of the department of Philosophy at the B.A. General Room on Saturday at 1:00 pm.

The meeting was held at the B.A. General Room.

  
 Head of Department  
 B.A. Philosophy  
 Bamanpukur, N. 24 Parganas



# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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2022

PHASE 2B (2018-2020)  
Level: 3 (Satisfactory)  
Grade: B (Satisfactory)

**BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA**  
Bamanpukur North 24 Parganas District West Bengal  
ESTD - 2007  
BAMANPUKUR NORTH 24 PARGANAS DISTRICT WB, INDIA  
NAAC ACCREDITED

১৯/০৭/২০২২  
২০/০৭/২০২২

Department/Cell: \_\_\_\_\_

**NOTICE**

It is to inform all that a meeting of Department of Philosophy will be held on 28-07-2022 at 3:30pm in the B.H. Hall Room to discuss and resolve the following agenda.

All the members of the committee are requested to attend the meeting.

Agenda:

- To listen the resolution of board meeting
- To continue the departmental day
- To prepare the departmental course and academic calendar
- To complete the internal document
- To complete all matters on Institute
- To discuss the method of teaching

Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

মিটিং রেজলিউশন বই  
MEETING RESOLUTION BOOK

Sl. No.	বিষয় (Subject)	তারিখ (Date)	স্থান (Place)
01	Philosophy Meeting	28-07-2022	B.H. Hall
02	Department Meeting	28-07-2022	B.H. Hall
03	...	...	...
04	...	...	...
05	...	...	...
06	...	...	...

Meeting of the Department of Philosophy  
Bamanpukur Humayun Kabir Mahavidyalaya  
Bamanpukur, Mirchak, North 24 Parganas

Meeting No.	MOOD	Date	WHITING
1	B.H. Hall	28-07-2022	2:30 pm

A meeting of the Department of Philosophy, Bamanpukur Mahavidyalaya, North 24 Parganas, West Bengal, India, was held on 28-07-2022 at 3:30 pm in the B.H. Hall, Bamanpukur. The meeting was presided over by the Head of the Department. The following agenda was discussed and resolved:

- To discuss the resolution of the previous meeting held on 28-07-2022.
- To continue the departmental day.
- To prepare the departmental course and academic calendar.
- To complete the internal document.
- To complete all matters on Institute.
- To discuss the method of teaching.

Paper code	Paper name
PHI1001	Introduction to Philosophy
PHI1002	History of Philosophy
PHI1003	Logic and Critical Thinking
PHI1004	Metaphysics

- Attendance
- Other information

Signature of the Head of the Department





# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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**2022**

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Signature: *[Handwritten Signature]* Date: *14/10/2022*

Department: *Philosophy*

**NOTICE**

This is to notify all that a meeting of the department of Philosophy will be held on *14/10/2022* at *2:00 pm* at Philosophy Departmental Room to discuss and resolve the following agenda

All the members of the committee are requested to attend the meeting

AGENDA:

- To confirm the resolutions of the previous meeting
- To prepare file of Action for the year 2023
- Miscellaneous

Signature of the Head of Department: *[Handwritten Signature]*  
 Signature of the Head of Department: *[Handwritten Signature]*

**মিটিং রেজলুশন বই**  
**MEETING RESOLUTION BOOK**

ক্রমিকসংখ্যা	ইউনিট নামসহ বই	পৃ/পৃ
ক্রমিকসংখ্যা	বইয়ের নামসহ	পৃ/পৃ
1	Philosophy Departmental Room	1-10
2	Philosophy Departmental Room	11-15
3	Philosophy Departmental Room	16-17
4	Philosophy Departmental Room	18-19
5	Philosophy Departmental Room	20-21

Meeting of the Department of Philosophy  
 Bamanpukur Humayun Kabir Mahavidyalaya  
 Bamanpukur, North 24 Parganas

Meeting No.	Date	Time
04/2022	14/10/2022	2:00 p.m.

A meeting of the Department of Philosophy (Departmental Committee) was held on 14/10/2022 at 2:00 pm at Philosophy Departmental Room to discuss and resolve the following agenda: *[Handwritten text]*

- To confirm the resolutions of the previous meeting held on 28/9/2022
- To prepare file of Action for the year 2023
- Miscellaneous

Signature: *[Handwritten Signature]*



**BAMANPUKUR HUMAYUNKABIR MAHAVIDYALAYA**

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## **Institutional perspective Plan deployment documents**

**2017-2023**

### **Decisions and action taken Report DEPARTMENT OF GEOGRAPHY**

**[Meeting-Minutes]**

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**Presented by**



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Estd. - 2007

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## Institutional perspective Plan deployment documents

2022

শিবির প্রকল্পসমূহের যাবি  
MEETING RESOLUTION BOOK

সভার তারিখ	সভার সময়	সভার স্থান	সভার সভাপতি	সভার সচিব
22/05/22	11:00 AM	101	Dr. Biswas	Dr. Biswas
23/05/22	11:00 AM	101	Dr. Biswas	Dr. Biswas
24/05/22	11:00 AM	101	Dr. Biswas	Dr. Biswas
25/05/22	11:00 AM	101	Dr. Biswas	Dr. Biswas
26/05/22	11:00 AM	101	Dr. Biswas	Dr. Biswas
27/05/22	11:00 AM	101	Dr. Biswas	Dr. Biswas
28/05/22	11:00 AM	101	Dr. Biswas	Dr. Biswas
29/05/22	11:00 AM	101	Dr. Biswas	Dr. Biswas
30/05/22	11:00 AM	101	Dr. Biswas	Dr. Biswas

সভার বিষয়বস্তু

1. Confirmation of the resolutions of the last meeting before.
2. Report regarding the Commercial Office, (Governing Body) Completion of Institutional Assessment.
3. Report regarding the setting of Departmental Quota and Academic Calendar.
4. Miscellaneous.

At the meeting the Department of Geography (Departmental Committee) first meeting held on 22/05/22 at 11:00 AM in the meeting room no. 101, 102 and discuss the same mentioned agenda. The report given is as follows in the form.

Meeting discussed the agenda the members have unanimously decided that the Commercial Office of the institution and complete of Institutional Assessment will be held on 22/05/22 and the meeting will be held on 23/05/22. Academic Calendar will be completed on 24/05/22.

সভার বিষয়বস্তু

1. Report regarding the Commercial Office (Governing Body) Completion of Institutional Assessment.

2. Report regarding the setting of Departmental Quota and Academic Calendar.

3. Miscellaneous.

At the meeting the Department of Geography (Departmental Committee) first meeting held on 22/05/22 at 11:00 AM in the meeting room no. 101, 102 and discuss the same mentioned agenda. The report given is as follows in the form.

Meeting discussed the agenda the members have unanimously decided that the Commercial Office of the institution and complete of Institutional Assessment will be held on 22/05/22 and the meeting will be held on 23/05/22. Academic Calendar will be completed on 24/05/22.



# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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## Institutional perspective Plan deployment documents

2022

মিটিং রেজল্যুশন বই  
MEETING RESOLUTION BOOK

ক্র. নং	সভাপতির নাম	সভাপতির নাম	সভাপতির নাম
ক্র. নং	সভাপতির নাম	সভাপতির নাম	সভাপতির নাম
01	স্বপ্না	01.01	01.01
02	স্বপ্না	01.02	01.02
03	স্বপ্না	01.03	01.03
04	স্বপ্না	01.04	01.04
05	স্বপ্না	01.05	01.05
06	স্বপ্না	01.06	01.06
07	স্বপ্না	01.07	01.07

সংস্থার কার্যক্রম (Agenda)

Agenda :-  
 (i) Confirmation of the minutes of the last meeting. (Date: 19/04/2022)  
 (ii) Discussion regarding the departmental staff Magazine and Library day.  
 (iii) Miscellaneous.

A meeting of the Department of Geography (Departmental Committee) was held on 19/04/2022 in a general form to discuss and resolve the above mentioned agenda.

The topic discussed is valid to the chair.

Having discussed the agenda the members have unanimously resolved that the departmental staff Magazine and Library day shall be held on all sessions and it was requested to prepare the same and submit it to the Academic Council in due time.

Action Taken:-  
 1. Departmental staff Magazine and Library day.

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Website: www.bhkm.in

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Department/Cell/Committee of: Geography

**NOTICE**

All members of Departmental Committee (Geography Department) are requested to remain present in the meeting and will be held on 19/04/2022 in a general form to discuss and resolve the following agenda:-

Agenda:-  
 1. Discussion regarding the departmental staff Magazine and Library day.  
 2. Miscellaneous.

Chairman

Secretary

Secretary



# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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## Institutional perspective Plan deployment documents

2022

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MEETING RESOLUTION BOOK

ক্র. নং	উপস্থিত সদস্যদের নাম	স্বাক্ষর	তারিখ
No.	NAME OF MEMBERS PRESENT	SIGNATURE	DATE
11	Prasenjit Chatterjee		11-11-22
12	Dr. S. K. Das		11-11-22
13	Dr. S. K. Das		11-11-22
14	Dr. S. K. Das		11-11-22
15	Dr. S. K. Das		11-11-22
16	Dr. S. K. Das		11-11-22
17	Dr. S. K. Das		11-11-22
18	Dr. S. K. Das		11-11-22
19	Dr. S. K. Das		11-11-22
20	Dr. S. K. Das		11-11-22

সংক্ষেপে বর্ণিত বিষয়বস্তু

1. Approval & endorsement of the Memorandum of Understanding (MoU) between the Department of Geography and the Department of Geography of West Bengal State University (WBSU), Kolkata.

2. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

3. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

4. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

5. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

6. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

7. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

8. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

9. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

10. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

11. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

12. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

13. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

14. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

15. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

16. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

17. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

18. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

19. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

20. Approval of the MoU between the Department of Geography of Bamanpukur Humayun Kabir Mahavidyalaya and the Department of Geography of West Bengal State University, Kolkata.

BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA  
ESTD - 2007  
BAMANPUKUR • NORTH 24 PARGANAS • PIN-743425 • W.B.  
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Department Chair Committee

**NOTICE**

All members of the Department of Geography are requested to attend the meeting on the 11th of November 2022 at 11:00 AM in the Department of Geography, Bamanpukur Humayun Kabir Mahavidyalaya.

Dr. S. K. Das  
Chairman, Department of Geography

Dr. S. K. Das  
Chairman, Department of Geography





# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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## Institutional perspective Plan deployment documents

2022

**মিটিং রেজলুশন বই**  
**MEETING RESOLUTION BOOK**

ক্র.সং.	নাম	পদবী	ফোন	ই-মেইল
০১	Prof. Dr. S. B. Biswas	Prof.	৯৮৩০৩৬২৬৫৬	sbiswas2k@gmail.com
০২	Prof. Dr. S. B. Biswas	Prof.	৯৮৩০৩৬২৬৫৬	sbiswas2k@gmail.com
০৩	Prof. Dr. S. B. Biswas	Prof.	৯৮৩০৩৬২৬৫৬	sbiswas2k@gmail.com
০৪	Prof. Dr. S. B. Biswas	Prof.	৯৮৩০৩৬২৬৫৬	sbiswas2k@gmail.com
০৫	Prof. Dr. S. B. Biswas	Prof.	৯৮৩০৩৬২৬৫৬	sbiswas2k@gmail.com
০৬	Prof. Dr. S. B. Biswas	Prof.	৯৮৩০৩৬২৬৫৬	sbiswas2k@gmail.com
০৭	Prof. Dr. S. B. Biswas	Prof.	৯৮৩০৩৬২৬৫৬	sbiswas2k@gmail.com
০৮	Prof. Dr. S. B. Biswas	Prof.	৯৮৩০৩৬২৬৫৬	sbiswas2k@gmail.com
০৯	Prof. Dr. S. B. Biswas	Prof.	৯৮৩০৩৬২৬৫৬	sbiswas2k@gmail.com
১০	Prof. Dr. S. B. Biswas	Prof.	৯৮৩০৩৬২৬৫৬	sbiswas2k@gmail.com

উপস্থিত সদস্যদের নাম  
NAME OF MEMBER PRESENT

ক্র.সং. Resolution Report

Agenda: (i) Implementation of the resolution of the last meeting held on 10.04.2022.  
(ii) Decision regarding the commencement of classes and completion of Internal Assessment.  
(iii) Decision regarding the setting of Departmental Exams and Academic Calendar.  
(iv) Miscellaneous.

A meeting of the Department of Geography (Departmental Committee) B.H.K.M. & Mahavidyalaya was held on 10/04/2022 at 10:00 AM in the presence of all the members mentioned in the agenda.

Dr. S. B. Biswas is the chair.

Having discussed the agenda, the members have unanimously resolved that the internal assessment will be conducted after 15 days and the departmental exams will be held after 30 days. The members also decided to prepare the exam and subject list as per the attached schedule.

Action: To be done by (i) Internal Assessment after 15 days and (ii) Departmental Exams and Academic Calendar after 30 days.

**BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA**  
Estd. - 2007  
BAMANPUKUR, NORTH 24 PARGANAS, PIN - 743425, WB  
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**NOTICE**

All members of the Department of Geography are requested to be present in the meeting held on 10.04.2022 at 10:00 AM in the presence of all the members mentioned in the agenda.

Agenda:

- Completion of Internal Assessment.
- Setting of Departmental Exams and Academic Calendar.
- Miscellaneous.

Dr. S. B. Biswas

Dr. S. B. Biswas

Dr. S. B. Biswas



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## Institutional perspective Plan deployment documents

2022

মিটিং রেজলুশন বই  
**MEETING RESOLUTION BOOK**

ক্র.সং.	নাম	উপস্থিত/অবস্থিত
০১	Dr. Biswas	উপস্থিত
০২	Dr. Das	উপস্থিত
০৩	Dr. Ghosh	উপস্থিত
০৪	Dr. Das	উপস্থিত
০৫	Dr. Das	উপস্থিত
০৬	Dr. Das	উপস্থিত
০৭	Dr. Das	উপস্থিত
০৮	Dr. Das	উপস্থিত
০৯	Dr. Das	উপস্থিত
১০	Dr. Das	উপস্থিত

১. Approval of the minutes of the last meeting held on 10/05/2022.

২. Presentation of the report of the Joint Working Group (JWG) on the formation of the Board of Studies (BoS) for B.Sc. Polymer Science. The report was presented and discussed. The JWG is requested to prepare the terms and submit it to the Academic Council on due time.

৩. Discussion regarding setting up a Centre for Learning Log of Geography student. An invited talk by Dr. Das was requested to prepare the terms and submit it to the Academic Council on due time.

Action Item List :-

The BoS meeting of the department has been cancelled.

Monday, July 2022.

**BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA**  
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Department Chair, Department of Geography

**NOTICE**

All members of departmental committee (Geography department) are requested to attend to the meeting, and also to take the minutes of the meeting in departmental library (Geography) for the following agenda:-

Agenda

- 1. Report of the Joint Working Group (JWG) on the formation of the Board of Studies (BoS) for B.Sc. Polymer Science.
- 2. Discussion regarding setting up of Centre for Learning Log of Geography student.
- 3. Miscellaneous

[Signature]

[Signature]



**BAMANPUKUR HUMAYUNKABIR MAHAVIDYALAYA**

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## **Institutional perspective Plan deployment documents**

2017-2023

### **Decisions and action taken Report DEPARTMENT OF LIBRARY**

[Meeting-Minutes]

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Presented by



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(NAAC ACCREDITED)

2022

Meeting No. : BHKM / LC / 03 / 22  
Place : Library  
Date : 17/09/2022  
Time : 3 pm

A meeting has been organized by the Librarian, also the members of 'Students' Council' in the 'teachers' room on 17/09/2022 at 3:00 p.m. from the 2nd floor. Malik welcomed all the members and started meeting by reporting following agenda.

Signatures : H. Majumdar → [Signature] 16/09/22

1. Anghadeep Paul.
2. Rakha Sircumdar
3. Sudipala Dey (Librarian) 14.09.22.
4. Tapas Patra
5. Omar Khayyam Ahamed.
6. Kavish Dastgira 14.09.2022
7. Md. Nasiruddin Mondal 14/09/22
8. Purna Das Choudhuri 14/09/22
9. S. Anwar 14.09.22
10. Subrojo Hattar 14.09.22
11. Ashutosh Biswas
12. Sukanya Mallick (Librarian)

Agenda & Resolutions

1. Confirmation of the resolution of previous meeting. The resolution of every meeting held on 14/09/22 was read & confirmed.
2. Circulation of the format for information regarding assignments. Resolved that all departments will submit a summary sheet of information regarding assignments of session 2022-2023 within 15/09/2022. A format of information sheet has been circulated to all HODs or representatives.
3. Submission of information sheet. The information sheet regarding assignments of 2022-23 should be submitted only through HOD of the departments.



# BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

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2022

Page:	1
Date:	

4. Format of mode of evaluation :-  
Those who conduct internal examinations through office mode except assignments, should prepare an assignment sheet ~~with~~ in due format and should mention ~~where~~ clearly that there will be no assignment (with paper code, semester & name of paper-in-charge)

5. Conduction of training programme on KORA.  
It was decided and resolved that a training programme will be conducted in November 2022 for the students so that they can use OPAC easily.

6. Miscellaneous

No such matter was to discuss and resolve.

The meeting was ended with vote of thanks to the chair.



**BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA**

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**Institutional perspective Plan deployment documents**

2017-2023

**Strategic Policy Deployment**  
**Appointment Procedure**

Principal



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### Report

Of the institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc  
2017-2023

- a. Organogram
- b. Plan of Action and Achievement of IQAC
- c. Code of Conduct- Students
- d. Code of Conduct- Staff

Principal



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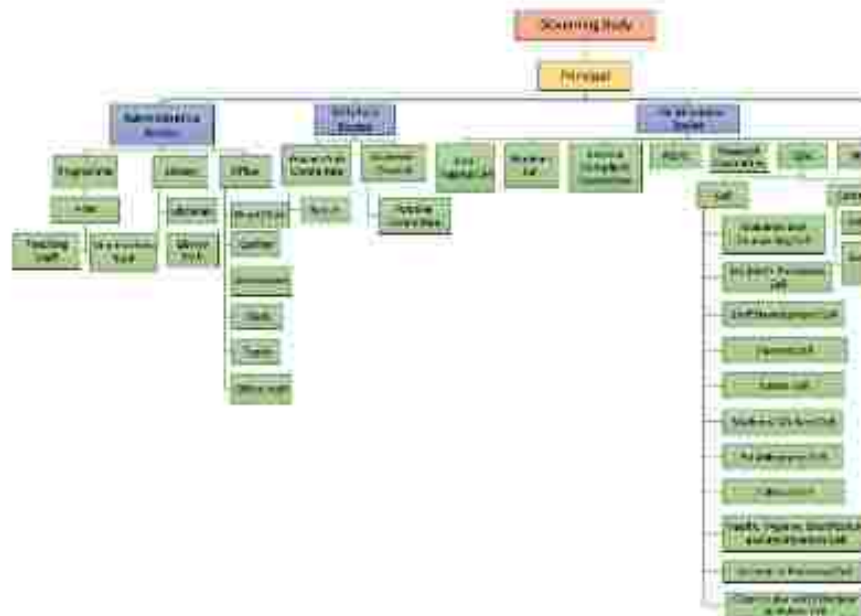
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## Institutional perspective Plan deployment documents 2017-2023



### **BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA** ORGANOGRAM



*Abiswas*

Principal





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**Institutional perspective Plan deployment documents  
2017-2023**

**Plan of Action and Achievement of IQAC**

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Principal

## Plan of Action and Achievement of IQAC- 2017

Plan of Action	Achievements
<b>Academic proposals:</b>	
<p>Opening of new courses of emerging areas with due consideration to the recommendation of the NAAC Peer Team.</p> <p>Opening of Post-Graduation courses in Bengali, History and English.</p>	<p>No action could be taken due to introduction of CBCS and semester system from the ongoing session.</p> <p>Necessary process has not yet been initiated.</p>
<b>Administrative proposals:</b>	
<p>More initiative to appoint required number of permanent staff to meet inadequacy of staff members.</p> <p>Completion of construction or renovation of college building.</p> <p>Installation of bio-metric attendance terminal for teachers and staff.</p>	<p>Eight new posts of Non-Teaching staff including Librarian is sanctioned by the Govt. of West Bengal.</p> <p>Revision of staff pattern is going on as per Government order.</p> <p>Construction has been completed.</p> <p>Installation has been successfully completed.</p>
<b>Proposals relating to Research and consultancy:</b>	
<p>Ensure more initiative on the part of Seminar &amp; Research Forum to motivate faculty members to actively participate in different research activities.</p> <p>Ensure organization of research and professional development activities by all the academic departments.</p> <p>Organization of Student Satisfaction Survey by the Seminar &amp; Research Forum.</p>	<p>Some initiatives have been adopted and Five teachers working on their Ph.D. thesis and one of them has been awarded degree.</p> <p>Initiative has been taken.</p>
<b>Proposals relating to Cultural programmes:</b>	
<p>Increase the number of events in the Annual College Cultural Programme.</p> <p>Increase the number of participation in external cultural competition.</p>	<p>No such improvement has been found.</p> <p>No such improvement has been found.</p>

<b>Proposals relating to Games &amp; Sports:</b>	
Inter class game and sports events be regularized and overcoming problems if any	No initiative have been adopted.
Ensure participation of students in state as well as national level games & sports competition.	No initiative have been adopted.
<b>Proposal relating to community extension programme:</b>	
Normal programmes of NSS unit should include more programmes based on science and environment.	Some positive initiatives have been adopted. 50 students have participated in the Swaccha Bharat Summer Internship programme and awarded accordingly.
Organization of more community extension programmes by the cadets of NSS	
Organization of community extension programme and social action programmes by the students other than NSS.	More participation is noticed in mobilising school students of the locality for communal harmony
<b>Proposal for College Library</b>	
Completion of renovation of the library	Work has been completed very recently.
Installation of CCTV and introduce RFID technologies	Process could not initiated due to the fact that renovation work of the central library was going on throughout the year and has completed very recently.
Installation of separate Cloud Server for own Website and remote access of WEBOPAC	Same as above.
Ensure procurement of new books according to revision of syllabus	
Opening separate website for Central Library	No action has been taken.
<b>Others:</b>	
Regularization of activities of Grievance Redressal Cell	No positive action has been found to be adopted.
Creation of awareness among the students about the anti-ragging policy formulated by the UGC.	Some initiatives have been adopted by the anti-ragging cell.
Initiatives have to be taken by all the academic departments to tap the alumni for development of the institution.	No positive action has been found to be adopted.

Plan of Action	Achievements/Outcomes
Publication of Academic Calendar at the very beginning of the session from the next academic year.	The papers wise academic calendars of every programme included in the college CBCS curriculum have been published and uploaded before the beginning of every semester.
Publication of hand book for code of conduct for faculties, staff and students	The Handbook for code of conduct for all stakeholders has been prepared and uploaded in the college website. Web Link: 1. <a href="http://bhkm.org/bhkm-new/pdf/1578825608_Doc.pdf">http://bhkm.org/bhkm-new/pdf/1578825608_Doc.pdf</a> 2: <a href="http://bhkm.org/bhkm-new/pdf/1578825565_Doc.pdf">http://bhkm.org/bhkm-new/pdf/1578825565_Doc.pdf</a>
Introduction of college app for disseminating information to all the stakeholders	Google group has been formed for disseminating information to all teaching staff. All departments have formed their own respective whatsapp group for doing the same.
Introduction of online Student Satisfaction Survey	Students' Satisfaction Survey (SSS) has been prepared followed by the NAAC guideline and send to the students through online.
Renovation of 1st and 2nd floor of the main building	Almost Completed
Organization of gender equality programme as a part of extension activities of the institution	Initiative has been taken.
Procurement of books according to the changes in UG syllabi.	Total 80 books are purchased following the new CBCS syllabus costing Rs. 19896.
Organization of development programmes for the support staff	Organised
Submission revised teaching staff pattern to the Government of West Bengal to have sanction for more full time faculty	Requisition for teaching staff in accordance to revised teaching staff pattern have been submitted. 5 teaching posts are sanctioned.
10. Submission of revised non-teaching staff pattern to the Government of West Bengal to have sanction for more permanent non-teaching staff.	Requisition for non-teaching staff in accordance to revised teaching staff pattern have been submitted. 6 non-teaching posts are sanctioned.

Plan of Action	Achievements/Outcomes
Publication book with ISBN from the college	Application made to Raja Rammohun Roy National Agency for ISBN to collect ISBN for the college.
Establishment of IQAC building	The Establishment of New IQAC Building with 20 Rooms for different Cells and Committees has been completed. The infrastructure for the Room is yet to be developed.
NAAC sponsored seminar will be organised as per proposal.	Seminar has been conducted in collaboration with NAAC on "Revised Accreditation framework".
Completion of Academic Administrative Audit	Cannot Achieved due to Pandemic.
Completion of Gender Audit	Cannot Achieved due to pandemic.
Preparation of Academic plan	academic plan has been prepared for each course by following the CBCS Pattern.
Self-appraisal system	A self-appraisal system has been developed for college staff by following the Revised UGC Guideline.
Completion of Extension of Library	The extension of the Library has been completed. The infrastructure for the newly set up part is yet to be developed.
Complete Email Directory will be done within March, 2020.	Partially done.
Rally on the observation of Yuva Diwas, Biswa Matri Bhasa Diwas will be organised.	organised.

Plan of Action	Achievements/Outcomes
Publication book with ISBN from the college	An edited book has been published entitled
Completion of Academic Administrative Audit	Initiation taken
Completion of Gender Audit	Initiation taken
Formation of Different committees to support the IQAC Services	12 committees are formed along with the statutory Committees to support the IQAC services. Separate room has been allotted for all committees.
Framing the Perspective plan of the College	A detailed perspective plan has been prepared for the college containing all aspects of the college like, Academic, teaching, learning evaluation, infrastructure , staff development etc.
Framing the policy documents of the college	Total 12 policy- related documents have been prepared and circulated to all stakeholders.
Development Activities of the college	The Development of Playground and the internal pathways has been completed.
Motivate faculty members to participate in different workshop or	6 teachers have actively participated in different workshops, online webinar, MOOC Courses, Faculty Development Programmes.

faculty development programmes	
Conduct of Career Counseling programme	Career counseling programme has been conducted in collaboration with RICE (A famous career counseling organization).

Plan of Action	Achievements/Outcomes
Completion of pending AQAR and submit to the NAAC .	AQAR for 2019-20 is completed and submitted to NAAC.
Renovation and updation of Library system.	The Library system has be updated through new cataloging system in COBA. Registration has been made in iflibnet, and related E-library system.
Arrange for feedback responses from students, teachers, parents & Alumni on syllabus.	Feedback collected, analyzed, discussed in the departmental committee meeting for taking action.
Development and application of quality benchmarks / parameters for the various academic and administrative activities of the institution.	A quality benchmark / parameter has been prepared for academic and administrative service of the college so that Academic and Administrative Audit can e done by following the parameter.
Participation in NIRF- 2022-23	Application made for NIRF-2022
Development of Self-appraisal system for teachers and non-teaching staff.	A self appraisal system has been prepared for teachers and non-teaching staff. Initiative has been taken to collect the self appraisal from all staff.
Increase the facilities for differently abled students.	Initiatives are taken to arrange a wheel chair and toilet for disable students.
Preperation and publication of Academic Calendar and Course calendar on time focusing on the OBE.	Academic calendar and course calendars have been prepared and uploaded in the college website before commencement of the class by following the OBE.
Preparation of College Archive.	Initiative has been taken to prepare a college archive, so that old reports and other documents can be collected easily.
Updation of ICT infrastructure.	The ICT facilities are repaired.

	and updated. New software is purchased for Finance.
Organization of career oriented programme for students.	Two career counselling programmes have been organised.
Organization of orientation programmes for new students	Orientation programme has been conducted centrally as well as department wise.
Arrangement of Sanitary vending machine, and water ATM for students.	Application made to the MP for fund from the MPLAD.
Implementation of Students' Mentoring System.	Students' Mentoring system has been introduced by following the NAAC Guideline.



Plan of Action	Achievements/Outcomes
Take initiative for the installation of the sanitary vending machine, and Water ATM	One Sanitary vending machine has been installed.
Prepare plan for making campus more divayang friendly toilet.	A Divayang Friendly toilet has been constructed.
Prepare plan for playground development.	Plan have been prepared with external expert ad submitted to the college authority for approval.
Encourage to Conduct seminar on IPR, Career related workshop.	3 career related workshop have been organized.
Prepare plan for the Installation of solar panel.	Plan has been prepared and submitted to Higher Education Department, Govt. of West Bengal for fundig.
Prepare plan for the upgradation of Surveillance infrastructure.	Plan has been prepared and submitted to Higher Education Department, Govt. of West Bengal for fundig.
Prepare plan for the upgradation of ICT infrastructure.	Plan has been prepared and submitted to Higher Education Department, Govt. of West Bengal for fundig.
Prepare plan for the upgradation of Library.	Plan has been prepared and submitted to Higher Education Department, Govt. of West Bengal for fundig.
Take initiative for the buying Computer equipments such as the later version of mouse, keyboard, UPS.	Few equipments have been purchased.
Take initiative for the buying Colour Printer academic and administrative purpose.	A colour printer has been purchased.
Take initiative for the installation of new upgraded water purifier for cleaner	can not be achieved.

water.	
Make preparation for NEP-2020.	3 meeting cum workshop have been conducted.
Encourage teachers for publishing in the UGC Care list of journals.	teachers are encouraged. Only one teacher published paper in UGC Care list journal.
Take initiative for the modification of feedback system as per NAAC guidelines.	feedback system modified, collected and analysed.
Take initiative for the completion the automation of the college library.	Partially done through COBA.
Plan for the repair work of the college building.	can not be achieved fully.
Encourage students to participate in the sports activity.	students are encouraged to participate in University level and college level sports activities.
Encourage to arrange gender related programmes.	one gender related programmes is conducted.



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## **Institutional perspective Plan deployment documents**

**2017-2023**

### **CODE OF CONDUCT** **STUDENTS**

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PRINCIPAL



# **BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA**

## **NAAC ACCREDITED (B)**

*(Affiliated to the West Bengal State University and recognized under section 2(f) and 12B of the UGC Act)*

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### **CODE OF CONDUCT- STUDENTS OF THE COLLEGE**

#### **Usual Rules and Regulation to Deal with the Violation of Ethical Codes and**

#### **Conducts by the Students of the College:**

Failure to comply with the normal conduct and following any one of unbecoming activities will invite one or more of the sanctions as under:

1. Students of the College are strictly directed to adhere to the standing orders as displayed in the Fees book.

#### **STANDING ORDERS**

1. Carrying of Identity Card/Fee Book within the College Campus is mandatory.
2. Loitering or gathering in the corridor is prohibited.
3. Entertaining outsiders within the college is prohibited.
4. Reading of notices is a must.
5. Strict attendance in the classes is adhered following University rules.
6. Provocation, Proxy, Unfair-means at every stage is bound by disciplinary action.
7. All right of admission, cancellation and disciplinary action is reserved.

2. Students are directed to follow the agreement they make during admission.

#### **DECLARATION**

- I certify that I will provide complete and accurate responses to the items on this application. If any of the information changes, I will notify the office of BHK Mahavidyalaya in timely manner.
- I authorize release of any information submitted by me with this application to any person, firm, corporation, association, or government agency only to verify or explain information.
- I understand that the college is composed of stakeholders from many different regions, and many cultural and religious backgrounds. I agree to cooperate with all stakeholders with generosity and tolerance.
- I also understand that acceptance into the program does not obligate BHK Mahavidyalaya to provide me with any form of financial support.
- I understand the decision of the principal with regard to admission is final.
- I agree and understand that BHK Mahavidyalaya will cancel my admission, if my qualification related documents are found fraudulent / misrepresented / falsified /manipulated.
- I agree that this application and the accompanying supporting documentation will remain with the office of BHK Mahavidyalaya even if I am not accepted into the program.
- I understand that the information I provided above will be stored in electronic form for the sole purpose of the application and admissions procedure at BHK Mahavidyalaya.
- I am aware that, the refund of tuition fees on cancellation of the admission shall be as per the rules of BHK Mahavidyalaya.
- I understand the definition of ragging and the penalty of ragging under the regulations and the order of hon'ble Supreme Court of India.
- I understand and undertake to face disciplinary action/legal proceedings including cancellation of admission/debarring from examinations, valuation and assessment process/expulsion from BHK Mahavidyalaya, if I am found guilty of any aspect of ragging.
- I am aware that use of mobile phone on the campus is prohibited wherever academic activity is going on (class rooms, laboratories, libraries, corridors etc.), and undertake to strictly follow the rule.
- I undertake to keep my guardian / parents informed about (a) my progress in studies and (b) attendance at lectures, particulars, tutorials, etc.
- I understand that, I will not be permitted to appear for my college/university examination, if I fail to satisfy the college/university authorities on any of the following counts:
  - a) At least 75% attendance separately at theory and practical classes.
  - b) Attendance and performance at the university examination / tutorials, etc.
  - c) Good disciplined behaviour & decent dress into the college premises.
  - d) Obedience to the instructions of teachers, staff and other college authorities.
  - e) Payment of college/university fees as prescribed.
- I understand that, I must secure the qualifying marks as stipulated by WBSU/college regulations in the BHK Mahavidyalaya test examination for appearing in the university examination.

3. Students are directed to follow the anti-ragging affidavit, they submit during the admission.

**ANTI-RAGGING AFFIDAVIT**

I, \_\_\_\_\_ (full name of student with Institute Roll Number),  
S/O D/O Mr./Mrs./Ms \_\_\_\_\_, having been admitted to \_\_\_\_\_ (name of the institution), have received or downloaded a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

1. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
2. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
3. I hereby solemnly aver and undertake that
  - a. I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
  - b. I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
4. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
5. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.
6. Along with the above mentioned points I do hereby declare that
  - a) I will obey the code of conduct of the institute and do not indulge in any kind of in-disciplined activity while in and off the institution campus.

I will be solely responsible for any kind of accident/mishap caused on account of the above mentioned clause (6.a).

\*\*\*\*\*  
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**AFFIDAVIT BY PARENT/GUARDIAN**

I, Mr./Mrs./Ms. \_\_\_\_\_ (full name of parent/guardian) father/mother/guardian of \_\_\_\_\_ (full name of student with University Roll Number) , having been admitted to \_\_\_\_\_ (name of the institution) , have received or downloaded a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.

1. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
2. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
3. I hereby solemnly aver and undertake that
  - a. My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
  - b. My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
4. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
5. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.
6. Along with the above mentioned points I do hereby declare that
  - a. My ward will obey the code of conduct of the institute and do not indulge in any kind of in-disciplined activity while in and off the institution campus.
  - b. My ward will be solely responsible for any kind of accident/mishap caused on account of the above mentioned clause (6.a).

4. Students are directed to restrain themselves from the following activities listed as:

**a. Misconduct:**

- i. Engaging in behaviour that disrupts or interferes with the learning experience, including talking in class while the faculty member or other students are speaking, using offensive language or personal attack, creating distractions or disturbances, sleeping, and reading unrelated materials will be treated as misconduct.
- ii. Using cell phones or other electronic devices that disrupt the learning process. The use of personal laptop computers, phones, etc. may be acceptable in some classes; however, they must be used only for note-taking or activities in direct support of the course objectives. Faculty members have the right to ask students to shut down any electronic devices.

- iii. Entering the classroom late or leaving the classroom prior to the end of class, unless exceptional circumstances arise will be treated as misconduct.

#### **b. Cheating**

Cheating includes, but is not limited to, the following:

- i. Using resources not authorized by the faculty member (textbooks, notes, websites, the work of other students) to complete examinations or other assignments will be treated as cheating.
- ii. Giving or receiving content information relating to assignments/quizzes/tests/examinations to/from others unless authorized by the instructor to be treated as cheating.
- iii. Using unauthorized electronic equipment to be treated as cheating.
- iv. Submitting academic work previously submitted in another course without authorization will be treated as cheating.
- v. Altering or otherwise tampering with grades will be treated as cheating.

#### **c. Plagiarism**

Plagiarism is intentional or unintentional use of the intellectual creations of another source, person or organization without proper attribution. Credit must be given for every direct quotation, for paraphrasing or summarizing a work (in whole, or in part) in one's own words, and for information that is not common knowledge. Plagiarism usually takes two main forms:

- i. Stealing or passing off as one's own the ideas or words, images, or other creative works of another will be treated as plagiarism.
- ii. Using or relying upon another's work without crediting the source, even if only minimal information is available to identify it for citation will be treated as plagiarism.

#### **d. Academic Dishonesty**

- i. Copying during a test or allowing another student to copy during a test will be treated as academic dishonesty.
- ii. Giving homework, term papers, or other academic work to another student to plagiarize will be treated as academic dishonesty.
- iii. Submitting any work that is not one's own will be treated as academic dishonesty.
- iv. Falsifying information to a faculty member or College official will be treated as academic dishonesty.
- v. Altering a graded work after it has been returned, then submitting the work for re-grading without the instructor's knowledge/approval will be treated as academic dishonesty.
- vi. Stealing or improperly obtaining tests or other assessment items will be treated as academic dishonesty.



- vii. Forging signatures on College documents will be treated as academic dishonesty.
- viii. Giving false or misleading information to a faculty member in an effort to receive a postponement or an extension on a test or other assignment will be treated as academic dishonesty.
- ix. Accessing computerized College records or systems without authorization will be treated as academic dishonesty.
- x. Unauthorized recording, reproduction, retransmission, or redistribution of course materials (e.g., lectures, hand-outs, podcasts, exams, student projects, group work, online material, etc.) will be treated as academic dishonesty.
- xi. Providing material or information to another person with knowledge that such aid could be used in any of the violations stated above will be treated as academic dishonesty.

**e. Obstructive Conduct**

Failure to comply with any aspect of any student disciplinary process-

- i. Falsification, distortion, or misrepresentation of information in connection with any student disciplinary process will be treated as abusive/ obstructive conduct.
- ii. Disruption or interference with the orderly process of a discipline hearing will be treated as abusive/ obstructive conduct.
- iii. Attempting to discourage an individual's proper participation in or use of any student grievance or appeals process will be treated as abusive/ obstructive conduct.
- iv. Attempting to influence the impartiality of any student disciplinary process or grievance process, or any College individual involved in the process will be treated as abusive/ obstructive conduct.
- v. Verbal or physical harassment and/or intimidation of any individual who participates in any student disciplinary process or grievance process will be treated as abusive/ obstructive conduct.
- vi. Influencing or attempting to influence another person to commit an abuse of any student disciplinary process or grievance process will be treated as abusive/ obstructive conduct.
- vii. Retaliating against any other College community member because of their participation in any student disciplinary process or grievance process will be treated as abusive/ obstructive conduct.

**f. Threatening Behaviour**

- i. Any written or oral communication, conduct or gesture that causes a reasonable apprehension of physical harm to a person or property will be treated as threatening behaviour.
- ii. Interference by force, threat, harassment or duress with personal safety, academic efforts, employment and/or participation in College-sponsored activities will be treated as threatening behaviour.

#### **g. Undue Behaviour**

- i. Unauthorized access or entry (as determined by a College official) to College buildings, structures or facilities, information systems, or obtaining or providing to another person the means of such unauthorized access will be treated as undue behaviour.
- ii. Unauthorized possession, duplication or use of keys or access cards for any College property will be treated as undue behaviour.
- iii. Continued occupation of any College facility after being requested to leave by a College employee, official or designee acting in the performance of their duties will be treated as undue behaviour.

#### **5. Sanctions**

The following sanctions/consequences may be imposed by the College for a violation of the student Code of Conduct (unless stated otherwise in the Code)

- a. Verbal warning
- b. Written warning
- c. Probation – A period of observation and review of conduct during which the student or organization must demonstrate compliance with College standards. Terms of this probationary period will be determined at the time probation is imposed.
- d. Permanent or temporary removal from a course.
- e. Permanent or temporary removal from a program.
- f. Restitution – Restitution is monetary compensation required of students who have taken, misused, damaged or destroyed College property or the property of another. Amounts charged to students may include cost to repair, replace, recover, clean or otherwise account for the property affected.
- g. Suspension – the student or the organization has temporary loss of student status for a specified length of time.
- h. Expulsion from the College.

#### **6. Rules and Regulations**

- a) For the hearing, students are entitled to be accompanied by one advisor.
- b) The student's advisor shall have no role at the hearing other than to advise the student. The advisor shall not be permitted to ask or answer questions or to make oral arguments or otherwise disrupt or delay the hearing.
- c) Pre-Hearing conference: The College will convene a pre-hearing conference for the appealing student and for any other student-party to the underlying student conduct process. Each student will receive notification of this meeting by a letter

explaining the nature of the appeal. The purpose of this meeting is for the Dean of Students Affairs or designee to familiarize the students with the hearing process and to allow the students to prepare for the hearing.

- d) The Chair of the hearing committee will establish what will govern the hearing by following the guidelines below.
  - i. Witness lists and all documents to be presented in the hearing will be exchanged between the Dean of Students Affairs (or designee) and the appealing student prior to the hearing.
  - ii. This process will be coordinated by the Dean of Student Affairs (or designee).

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**BAMANPUKUR HUMAYUNKABIR MAHAVIDYALAYA**

**Estd. - 2007**

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**Affiliated to West Bengal State University and sanctioned under 2(f) and 12(B) of the UGC Act.  
(NAAC ACCREDITED)**

## **Institutional perspective Plan deployment documents**

**2017-2023**

### **CODE OF CONDUCT** **STAFF**

PRINCIPAL



# **BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA**

## **NAAC ACCREDITED (B)**

*(Affiliated to the West Bengal State University and recognized under section 2(f) and 12B of the UGC Act)*

**Estd. – 2007**

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### Codes of Conduct of the Faculty and Staff

#### a. Code of ethics for faculty and staff:

In fulfilment of their obligations to the teaching profession, teachers will strive to:

- i. Advance the interests of the teaching profession through responsible ethical practices.
- ii. Regard themselves as learners and engage in continual professional development.
- iii. Be truthful when making statement about their qualifications and competencies.
- iv. Contribute to the development and promotion of sound educational policy.
- v. Contribute to the development of an open and reflective professional culture.
- vi. Treat colleagues and associates with respect, working with them in a very congenial environment.
- vii. Assist newcomers to the profession, disclosure is required by the law or serve compelling professional purpose.
- viii. Respect confidential information on colleagues unless,
- ix. Speak out if the behaviour of a colleague is seriously in breach of this code.

#### b. Responsibility and accountability:

- i. Teachers should handle the subjects assigned by the Head of the Department/Authority.
- ii. Teachers should complete the syllabus in time. Teachers shall produce good results in the subjects handled by them and are accountable for the same.
- iii. Tutor – Ward system must be effectively implemented. Teachers shall monitor the respective group of students who are attached to them.
- iv. Assignment topics for each course are to be given to the students in time.
- v. Assignments /records should be written in Note Books. The Note Books are to be collected from the students in time and returned to the students after correction.
- vi. Teachers should be good counsellors and Facilitators. They should help, guide, encourage and assist the students to ensure that the Teaching-Learning Process is effective and successful. Value based education must be their motto.

- vii. Teachers should maintain decorum both inside and outside the classroom and set a good example to the students.
- viii. Teachers should carry out other academic, co-curricular and organizational activities that may be assigned to them from time to time.

c. ID Card:

- i. It is Mandatory for students and staff to display ID cards at all times when they are in campus.
- ii. Staff should avoid taking ID cards from students when they are involved in undesirable activities. ID cards can be demanded only to ascertain the identity of students. After noting the details of student, ID card must be returned to the student concerned on the spot.

d. Communicating with Parents:

Faculty should not summon parents to the Institute under any circumstances. Parents shall be invited to the campus only on the recommendation of the College Discipline Committee/appropriate authority.

e. Students – late coming:

- i. Students should not be denied admission into the classrooms / Labs when they report late for the classes. However, such students shall automatically lose attendance for those Classes.
- ii. Teachers must desist from awarding physical punishments to students indulging in misbehaviour in the classrooms. However, they can warn such students or report to the HOD/Principal for necessary action.
- iii. Cases of indiscipline, misbehaviour or insubordination should be dealt at HOD or Principal level as such teachers should not threaten the students in the name of marks or other punitive action for their lapses or indiscipline.

f. Taking attendance:

- i. Staff members must take attendance within first 5 minutes of starting the period.
- ii. Latecomers should not be denied admission into the classes for being late. However, such students need not be given attendance.
- iii. Teachers are advised to refrain from awarding punishments like:
  - Dismissal from the class rooms,
  - Making them stand in the class rooms,
  - Summoning their parents to campus.
- iv. Trouble makers in the class rooms must be reported to the HOD/Principal / Director for further action.

g. Course diary:

Every teacher must maintain a course diary for each subject offered during semester/year.

It shall have following details:

- i. Syllabus
- ii. Lecture Plan
- iii. Lecture notes for each period
- iv. Date and time of preparation
- v. Date and time of delivery
- h. Class adjustment before going on leave:
  - i. As per the rules of the institute staff members must adjust their classes and show the consent of the substitute teacher to the HOD before going on leave.
  - ii. All the staff members are advised to strictly follow the above procedure; failing which the leave will be treated as unauthorized with loss of pay.

i. Instructions to invigilators:

- i. Report to the Chief Superintendent at least 30 minutes before the commencement of Examination. Collect the seating arrangement, examination stationery and be present at the respective hall at least 15 minutes prior to the commencement of examination.
- ii. The candidates should be present in the examination halls before the commencement of examination and no candidate should be allowed after the commencement of the Examination. Ensure that the candidate should not carry any material except Hall ticket, ID card and non-programmable calculator into the examination halls. Programmable Calculators, Cell Phones and other electronic items are not allowed for the examinations.
- iii. Ensure that the relevant question papers are given for distribution in the hall.
- iv. Candidates are not allowed to leave the examination hall until 3 hours from the commencement of examination.
- v. Please ensure to collect the answer book from the candidates before they leave the examination hall.
- vi. Malpractice cases, if any, should be reported to the Chief Superintendent / AUR immediately. Invigilators should not take the liberty of condoning the defaulters by giving oral warning.

j. Norms for conducting university practical examinations:

- i. Practical examinations have to be conducted in the respective Laboratories/ Workshops / Drawing Halls only.
- ii. Both the examiners (Internal and External) have to assess the students for 50% of marks assigned for the practical. Internal examiners have to brief the external examiners regarding allocation of marks for each component of practical activity.
- iii. Marks must be noted on the answer sheets clearly indicating the marks awarded for each component of practical activity.
- iv. Both the examiners must sign on the Answer Sheets as well as on the award lists.



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**The institutional perspective plan is effectively deployed and functioning of the  
institutional bodies is effective and efficient as visible from policies,  
administrative setup,  
appointment, service rules, and procedures, etc.,**

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**Principal**