



Rabindranath Thakur Mahavidyalaya, Sepahijala, Tripura
Affiliated to Tripura University & Recognised by UGC
Accredited by NAAC with 'B' Grade

Contact details: www.rtmbishalgarh.ac.in

Email: rtmbishalgarh@gmail.com

Phone: 0381-2950810

No. F.5(29)RTM/BLG/IQAC/2021/

Date- 10-02-2022

A meeting of IQAC, RTM, Bishalgarh is scheduled on 11th February, 2022 at 2:00pm in the chamber of Principal to discuss the following agenda. All esteemed members are requested to attend the meeting. All respected HODs and Programme Coordinators/Convenors are also requested to attend the same.

Agenda:

1. Reconstitution of IQAC committee.
2. Distribution of Criterion of AQAR (July, 2021 - June, 2022)
3. Mentor-Mentee system
4. Organization of 7 days Workshop on "e-skill development training for regular staff"
Organized by IQAC Cell of RTM, Bishalgarh.
5. Misc.

Ruma Saha
10-02-2022

Principal in-charge
RTM, Bishalgarh, Tripura

Kalpama Das
10/2/22

Coordinator
IQAC,
RTM, Bishalgarh, Tripura



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Memo

The Internal Quality Assurance Cell (IQAC) of Rabindranath Thakur Mahavidyalaya has been reconstituted for the Academic year 2021-22, with the following members with immediate effect with a view to implement the recommendations of the NAAC Peer Team and undertaking the various quality initiatives for the overall development of the college:

- | | |
|---|-------------|
| 1. Principal / Principal In-charge | Chairperson |
| 2. Dr. Kalpana Das, Assistant Professor | Coordinator |

Members from Teachers

3. Smt. Lipika Debbarma, Associate Professor
4. Smt. Bijali Bhowmik, Associate Professor
5. Smt. Sankari Das Deb, Associate Professor
6. Dr. Anupam Guha, Associate Professor
7. Sri Nakat jyoti Chakma, Assistant Professor
8. Smt. Taniva Chowdhury, Assistant Professor
9. Smt. Rithi Majumdar, Assistant Professor
10. Smt. Gopa Sarkar, PGT

Member from Administration

11. Head Clark (Bara babu)
12. Librarian

Member from local Society

13. Adv. Nitai Chaudhuri, Govt. Advocate, Tripura High Court, Agartala, Tripura.
14. Smt. Ankhi Modi, Gram Pradhan, Harishnagar Gram Panchayat, Bishalgarh, Sepahijala.

Members from students

15. Bikramjit Datta, BSc. 3rd Semester, Zoology Hons. Roll No.- 2015000943
16. Ankita Mmajumder, BA. 3rd Semester, Bengali Hons. Roll No.- 2013003966



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Nominee from Alumni

17. Subham Biswas

Member from Employer

18. Sri Chandrasekhar Pillai, OSD, Department of Higher Education, Govt. Of Tripura.

Ruma Saha
11-02-2022

Dr. Ruma Saha

Principal I/C

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Bishalgarh, Sepahijala, Tripura.



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Minutes of 3rd meeting of IQAC, 2021-22 held on 11-02-2022

A meeting of Internal Quality Assurance Cell (IQAC) of the college was held on 11th February, 2022 at 2:00 PM in the Smart Class Room of the college to discuss the following agenda-

1. Reconstitution of IQAC committee
2. Distribution of criterion of AQAR (July, 2021 to June, 2022)
3. Mentor mentees system
4. Organization of 7 days Workshop on "e-Skill Development Training for Regular Staff".
5. Misc.

Members Present:

- | | |
|--|-------------------|
| 1. Dr. Ruma Saha. | Chairperson, IQAC |
| Principal-in-Charge, Rabindranath Thakur Mahavidyalaya | |
| 2. Dr. Kalpana Das (Assistant Professor) | Coordinator, IQAC |
| Dept. of Zoology, RTM | |
| 3. Smt. Lipika Debbarman (Associate Professor) | Member, IQAC |
| Secretary, TC, RTM | |
| 4. Smt. Sankari Das Deb (Associate Professor) | Member, IQAC |
| Convenor, Academic Committee, RTM | |
| 5. Dr. Anupam Guha (Associate Professor) | Member, IQAC |
| Coordinator, RUSA Committee, RTM | |
| 6. Sri Nakat Jyoti Chakma (Assistant Professor) | Member, IQAC |
| D.D.O., RTM | |
| 7. Smt. Taniva Chowdhury (Assistant Professor) | Member, IQAC |
| Convenor, Technical Support Committee, RTM | |
| 8. Smt. Rithi Majumder (Assistant Professor) | Member, IQAC |
| Convenor, Library Committee, RTM | |
| 9. Smt. Gopa Sarkar (PGT) | Member, IQAC |
| Member, Literary Activity Committee, RTM | |



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- | | |
|---------------------------------------|----------------|
| 10. Bikramjit Datta (Student) | Member, IQAC |
| 11. Subham Biswas (From Alumni) | Member, IQAC |
| 12. Smt. Anita Roy (PGT) | Invitee Member |
| Convenor, Placement Cell, RTM | |
| 13. Smt. Snigdha Biswas (PGT) | Invitee Member |
| Convenor, Girls' Common Room, RTM | |
| 14. Smt. Keya Bhowmik (PGT) | Invitee Member |
| Member, Admission Committee | |
| 15. Smt. Archana Pal (PGT) | Invitee Member |
| Treasurer, RTM | |
| 16. Smt. Kalyani Roy (PGT) | Invitee Member |
| Coordinator, Alumni Committee, RTM | |
| 17. Smt. Shilpi Das (Sarkar) (PGT) | Invitee Member |
| Member, Exam, Committee, RTM | |
| 18. Sri. Pramatha Roy Choudhury (PGT) | Invitee Member |
| Convenor, Discipline Committee, RTM | |
| 19. Mousumi Sarkar (PGT) | Invitee Member |
| Member, Cultural Committee, RTM | |

Smt. Bijali Bhowmik (Associate Professor, Dept. of Philosophy) informed that she was unable to attend the meeting due to CL with station leave. Smt. Keya Das (Assistant Professor, Dept. of Bengali) was absent in the meeting due to CL.





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Resolutions Taken:

1. The IQAC Committee is reconstituted according to the NAAC guidelines.
2. Task team for preparing the AQAR, 2021-22 for the academic session July, 2021 - June, 2022 is constituted as follows:

Task	Name
Part-A: Data of the Institution	Dr. Kalpana DasCoordinator, IQAC, RTM
Part-B	
Criterion-I: Curricular Aspects	1. Lipika Debbarman, Associate Professor 2. Shillpi as Sarkar, PGT
Criterion-II: Teaching-Learning and Evaluation	1. Smt. Bijali Bhowmik, Associate Professor 2. Smt. Kalyani Roy, PGT 3. Smt. Snigdha Biswas, PGT
Criterion-III: Research, Innovations and Extension	1. Smt. Taniva Chowdhury, Assistant Professor 2. Smt. Keya Das, Assistant Professor
Criterion-IV: Infrastructure and Learning Resources	1. Dr. Anupam Guha, Associate Professor 2. Smt. Achana Pal, PGT 3. Smt. Mousumi Sarkar,
Criterion-V: Student Support and Progression	1. Smt. Anita Roy, PGT 2. Smt. Keya Bhowmik, PGT
Criterion-VI: Governance, Leadership and Management	1. DDO. 2. Smt. Gopa Sarkar, PGT 3. Sri Pramatha Roy Choudhury, PGT
Criterion-VII: Institutional Values and Best Practices	1. Smt. Sankari Das Deb, Associate Professor 2. Smt. Rithi Majumder, Assistant Professor 3. Sri. Pranoy Sen, PGT 4. Coordinator, IQAC



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3. The Mentor-Mentee system will continue as earlier and each Mentor will arrange one meeting of 'Mentor- Mentee' every 3 months.
4. A 7-day workshop on "e-skill Development Training for Regular Staff" will be organized after the odd Semester examination. The workshop will cover MS-Office, Net surfing and e-filing. Demonstration of utilization of Smart Classroom will also be given in the workshop. Date of the workshop will be fixed later on.
5. Proposals will be sent to Higher Education for introduction of some new elective subjects namely Economics, Physical Education, Environmental Science and Music with at least one faculty member.
6. Initiation will be taken for publication of the Newsletter.
7. The Prospectus will be reviewed for further up-gradation.
8. Fixation of the wave camera will be done one in the Computer lab, one in the Room No-5 and one in the Principal's Chamber.
9. Water Purifier with RO facility will be installed, one in the first floor and one in the ground floor of the Administrative building and one in the first floor and one in the ground floor of the Academic building.
10. Fencing will be done in front of the Rabindranath Thakur's Statue.
11. Arrangement of online classes for physically challenged students on every 2nd and 4th Saturday.
12. Proposal will be sent to the appropriate authority for construction of an auditorium in the college premises.

The meeting came to end with the vote of thanks by the Chairperson of the meeting.

Rd
14-02-2022

Countersigned
Principal In-Charge

Karpoma Das
14/2/22

Coordinator, IQAC