

# ACTIVITY REPORT, IQAC



## **Seminar on Development of a Roadmap for the Forward**

*Organized by*

**Internal Quality Assurance Cell (IQAC), Lalbaba College**

**Date: 06/07/2023; Time: 11 a.m.; Venue: Room No. 206**

Internal Quality Assurance Cell (IQAC) of Lalbaba College organized a seminar on the development of a roadmap for the forward which was a comprehensive session intended at strategizing the institution's progress across various domains. The IQAC, as the custodian of quality enhancement initiatives, embodies Lalbaba College's commitment to fostering continuous improvement and advancement. With a focus on strategic planning and holistic development, this seminar serves as a beacon illuminating the path towards the institution's future endeavors. Through insightful discourse and collaborative engagement, the seminar endeavors to craft a roadmap that not only anticipates the challenges of tomorrow but also leverages the opportunities that lie ahead. In essence, the Seminar on Development of a Roadmap for the Forward signifies a pivotal moment in the institution's journey towards excellence. It encapsulates Lalbaba College's unwavering dedication to nurturing a learning environment that fosters innovation, inclusivity, and excellence.

Led by the speakers Dr. Sanjay Kumar, principal of the college and Dr. Chhatradhar Das, IQAC Coordinator, the seminar delved into intricate details of planning, implementation, and supervision across academic, administrative, infrastructural, and financial aspects.

The seminar seeks to catalyze a transformative journey, envisioning a roadmap that transcends conventional boundaries and propels Lalbaba College towards holistic growth and development. With a focus on strategic planning, meticulous implementation, and rigorous quality assurance, the seminar aims to foster a culture of continuous improvement and innovation.

**Objective:** The objective of the seminar was to devise a comprehensive roadmap for the advancement of Lalbaba College across academic, administrative, infrastructural, and financial spheres. It aimed to identify key areas for improvement, establish clear goals, and formulate actionable plans to achieve sustainable growth and development.

The seminar highlights the assignment of activities across various domains within Lalbaba College, aiming to ensure comprehensive planning and effective implementation strategies. Assignments encompass academic, administrative, infrastructural, and financial aspects, each tailored to optimize the institution's performance and service delivery.

### **1. Academic Plan:**

- Preparation and implementation of academic plans, including academic calendar, prospectus, and holiday list.
- Coordination of add-on/certificate programs and feedback mechanisms to enhance curriculum relevance and student engagement.
- Monitoring learning levels of students and assigning mentors to facilitate personalized academic support and development.

### **2. Administrative Plan:**

- Formulation and execution of administrative strategies, fostering collaborations and overseeing club activities to enrich the college experience.

- Ensuring compliance with regulations regarding grievances, complaints, and anti-ragging policies, ensuring a safe and conducive learning environment.
- Development of policies for energy conservation, waste management, and green campus initiatives to promote sustainability and environmental stewardship.

### **3. Infrastructural Plan:**

- Planning and oversight of ICT-enabled teaching tools and physical facilities, enhancing the learning environment and facilitating modern teaching methodologies.
- Enhancing facilities for sports, cultural activities, and library resources to promote holistic development and extracurricular engagement.
- Implementation of policies for maintenance and conservation of infrastructure to ensure longevity and operational efficiency.

### **4. Financial Plan:**

- Formulation of financial policies for resource mobilization and optimal fund utilization, ensuring fiscal sustainability and efficient allocation of resources.
- Provision of scholarships and support for staff welfare measures and professional development, promoting inclusivity and employee well-being.

### **Plan Implementation:**

- Detailed criteria-wise activity assignment ensures alignment with strategic objectives and efficient resource allocation.
- Supervision mechanisms, including qualitative and quantitative metrics, enable real-time monitoring and course correction as needed.
- Responsibilities distributed among coordinators and members facilitate accountability and streamline activity reporting and documentation.

### **Department-wise Activities:**

- Specific activities assigned to academic departments, administrative committees, and clubs ensure a targeted approach to goal achievement.

- Emphasis on feedback collection, curriculum enrichment, research collaboration, and student support services fosters a holistic and student-centric learning environment.
- Involvement of various committees ensures compliance with regulations and promotes transparency and accountability.

### **Individual Activities:**

- Individual responsibilities outlined for teachers, including research publications, attendance at seminars/workshops, and participation in administrative training programs, promote professional development and excellence in teaching.
- Encouragement of research collaboration and participation in academic events enhances the college's intellectual capital and contributes to its reputation as a centre of academic excellence.

The assignment of activities reflects Lalbaba College's commitment to holistic development, academic excellence, and operational efficiency. Through strategic planning, meticulous implementation, and robust oversight, the institution strives to realize its vision of empowering students and fostering a culture of innovation and lifelong learning.

### **Program Outcome:**

1. **Strategic Planning:** The seminar facilitated strategic planning by delineating specific tasks and responsibilities across various domains, ensuring clarity and alignment towards common objectives.
2. **Enhanced Coordination:** Through detailed assignment of activities, the seminar promoted enhanced coordination among departments, committees, and individuals, fostering a collaborative approach towards achieving institutional goals.
3. **Policy Formulation:** Participants were equipped with the necessary tools and insights to formulate and implement policies pertaining to academic, administrative, infrastructural, and financial matters, ensuring compliance with regulatory standards and best practices.

4. **Quality Assurance:** The emphasis on supervision mechanisms and metrics for evaluation laid the foundation for robust quality assurance processes, enabling continuous monitoring, feedback, and improvement.
5. **Capacity Building:** By outlining individual responsibilities and promoting participation in training programs, the seminar aimed to enhance the capacity of faculty and staff, empowering them to contribute effectively to the institution's development.
6. **Sustainability Initiatives:** The inclusion of discussions on energy conservation, waste management, and green campus initiatives underscored the institution's commitment to sustainability and environmental stewardship.

**Conclusion:** In conclusion, the seminar served as a catalyst for institutional transformation, providing a roadmap for progress and development. It emphasized the importance of collective effort, coordination, and continuous improvement in steering Lalbaba College towards excellence and relevance in the ever-evolving educational landscape.

**Participation Status:**

Faculty members	63
Staff	16
total	79

**Seminar on**

**DEVELOPMENT OF A ROADMAP FOR THE FORWARD**

*Organized by*

**Internal Quality Assurance Cell (IQAC), LALBABA COLLEGE**

*Speaker:*

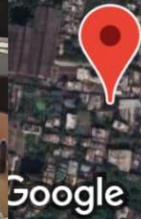
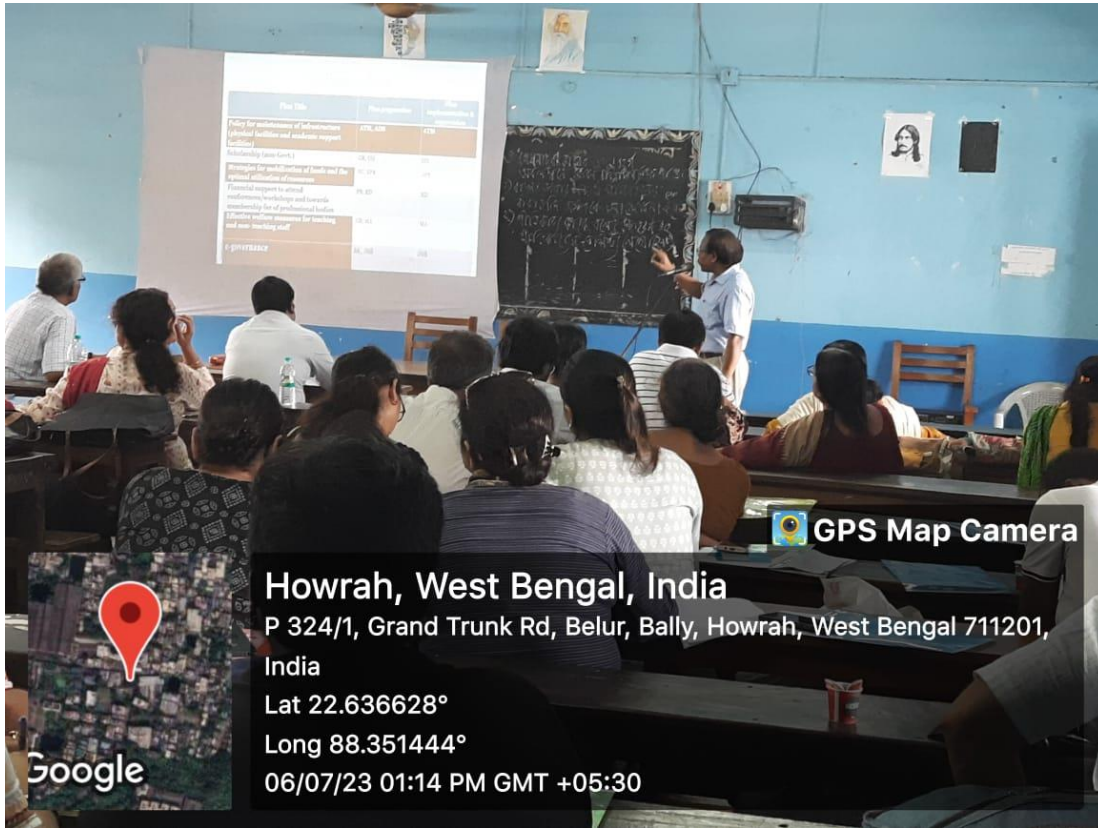
**Dr. Sanjay Kumar, Principal, Lalbaba College**

**Dr. Chhatradhar Das, IQAC Coordinator, Lalbaba College**

**Date: 06/07/2023**

**Time: 11 a.m.**

**Venue: Room No. 206**



**Howrah, West Bengal, India**  
 P 324/1, Grand Trunk Rd, Belur, Bally, Howrah, West Bengal 711201,  
 India  
 Lat 22.636628°  
 Long 88.351444°  
 06/07/23 01:14 PM GMT +05:30

GPS Map Camera

**LALBABA COLLEGE**  
 (Affiliated to The University of Calcutta)

  
**Seminar**  
 ON  
**DEVELOPMENT OF A ROADMAP FOR THE FORWARD**

Organized by  
 INTERNAL QUALITY ASSURANCE CELL (IQAC)  
 LALBABA COLLEGE

**CERTIFICATE OF PARTICIPATION**

This is to certify that Dr./Prof./Sri./Smt. ....  
 has attended in the Administrative Training Programme for Teaching/non-Teaching staff on  
 "DEVELOPMENT OF A ROADMAP FOR THE FORWARD" organized by IQAC, Lalbaba College  
 on 06.07.2023.

Dr. Sanjay Kumar,  
Principal, Lalbaba College
Dr. Chhatradhar Das,  
IQAC Coordinator, Lalbaba College

**Signature Sheet**





# Seminar on DEVELOPMENT OF A ROADMAP FOR THE FORWARD

Organized by  
INTERNAL QUALITY ASSURANCE CELL (IQAC)  
LALBABA COLLEGE

6<sup>th</sup> July, 2023

Signature Sheet for Participants

Sl. No.	Name	Signature
1.	DR. JAYANTI CHAKRABORTY	<i>J. Chakraborty</i>
2.	DR. INDRANI DEY	<i>Indrani Deo</i>
3.	SRI PRADIPTA BAGCHI	—
4.	DR KALYAN MAZUMDER	<i>Kalyan Mazumder, 10/07/2023</i>
5.	SRI UJJAL ORAW	<i>Soma Das, 05/07/2023</i> <i>Ujjal Oraw</i>
6.	DR. SOMA DAS	<i>Soma Das, 06/07/2023</i>
7.	SRI KARTICK CHANDRA NAYEK	<i>Kartick Chandra Nayek</i>
8.	DR. BARNALI NASKAR	<i>Barnali Naskar 06.07.2023</i>
9.	SMT. MITALI MUKHERJEE	<i>Mitali Mukherji 6/7/23.</i>
10.	SRI RASH KUMAR DEY	<i>Rash Kumar Deo 06/7/23</i>
11.	DR. DILIP BARIK	<i>Barik 6/7/23</i>
12.	SRI MANJUR ALAM	<i>Manjur 06/07/23</i>
13.	SRI PRADYUT KR MAJUMDER	<i>Pradyut Kumar Majumder.</i>
14.	SMT. EKANKI PATHAK	—
15.	SMT. MILITRA PAL	—
16.	SRI AMIT MITRA	<i>Amit Mitra 6/7/23</i>
17.	SRI ARUNANCSHU DAS SARMA	<i>Arunanishu Das Sarma 6/7/23</i>

*Principal*  
Lalbaba College  
117, G. T. Road, Belurmatah  
Howrah - 711202



*Coordinator* 6/7/23.  
Internal Quality Assurance Cell  
Lalbaba College

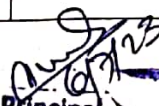
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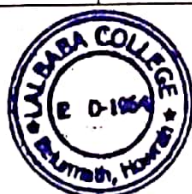
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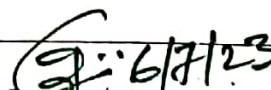
6<sup>th</sup> July, 2023

Signature Sheet for Participants

Sl. No.	Name	Signature
18.	SMT. BARNALI HALDER	Barnali Halder 06/07/23
19.	SRI DIPAYAN SINGHA	Dipayan Singha 06/7/23
20.	SRI PROSENJIT KARMAKAR	—
21.	SMT. SUCHANDRA MONDAL	Suchandra Mondal. 06/07/23
22.	SMT. SUMEDHA CHAKRABORTY (MAJUMDER)	Sumedha Chakraborty Majumder 6.7.23
23.	SMT. SWETA CHOWDHURY	—
24.	SRI KRISHNENDU DAS	Krishnendu Das 6/7/23
25.	SRI RONALD LEPCHA	—
26.	SRI SOUMIK KANTI GHOSH	SKV 06/07/2023
27.	DR. SOURAV KUMAR DAS	—
28.	DR. SULAGNA BHATTACHARYYA	—
29.	SRI SUPRIO BISWAS	Suprio Biswas 6/7/23
30.	SMT. KHELIKA BAG	Khelika Bag. 6/7/23
31.	SMT. PRIYANKA SAHA	Priyanka Saha. 06/07/23.
32.	SMT. DEBOLINA MUKHERJEE	—
33.	SRI BISWAJIT GOSWAMI	Biswajit Goswami - 6-7-23
34.	SMT. SOMA PAL	—

  
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LALBABA COLLEGE

6<sup>th</sup> July, 2023

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Sl. No.	Name	Signature
35.	SMT. ASOKA BHATTACHARYA	—
36.	SRI DEBASISH LAHIRI	Debasish Lahiri. 6/7/23
37.	SRI MRINAL SARKAR	Mrinal Sarkar 6/7/23
38.	DR. SOMNATH PAUL	Somnath Paul 6.7.23
39.	SMT. PAMELI PAL (GHOSH)	—
40.	SMT. AMREETA GHOSH	Amreeta Ghosh 6/7/23
41.	DR. SUNITA CHANDRA	Sunita Chandra. 6/7/23
42.	SRI GOPAL ROY	Gopal Roy 6/7/23
43.	DR. ANSAR KHAN	Ansar Khan 6/7/23
44.	SMT. RITUPARNA BISWAS	Rituparna Biswas 6/7/23
45.	DR. SANJAY KUMAR	Sanjay Kumar 6/7/2023
46.	DR. AJIT KUMAR SINGH	Ajit Kumar Singh 6.7.23
47.	DR. LALIT KUMAR JHA	Lalit Kumar Jha 6/7/23
48.	DR. NILAM MISHRA	Nilam Mishra 6.7.23
49.	DR. SHIVANI GUPTA	Shivani Gupta
50.	SMT. JAYASREE BOLER	—
51.	DR. MILAN KANTI DAS	Milan Kanti Das 6/7/23

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Sl. No.	Name	Signature
52.	MS. PRITI SINHA	Priti Sinha 6/7/23
53.	SMT. SOMA SARKAR	Soma Sarkar, 6/7/23
54.	SRI ANANDA KUMAR DAS	Ananda Kumar Das 6.7.23
55.	SMT. SOMA SARKAR (JR)	Soma Sarkar 6.7.23
56.	DR. MALA ADITYA	(M) 6.7.23
57.	SRI JAGANNATH BISWAS	Jagannath Biswa 6/7/23
58.	SRI PRASENJIT DEY	—
59.	SMT. AYESA KHATUN	AK 6/7/23
60.	SMT. DEBASMITA GUIN	Debasmita Guin 6/7/23
61.	SMT. POULOMI BHATTACHARYYA	Bhattacharyya 06/07/2023
62.	SRI RAJU HALDAR	Raju Halder 06/07/2023
63.	SRI SUPRIYA MAITY	Supriya Maity 06.07.2023
64.	SMT. SANHITA GHOSH	Sanhita Ghosh 6.7.23
65.	SRI RAKESH MONDAL	—
66.	SMT. BINGSHATI SARKAR	Bingshati Sarkar 06.07.2023
67.	SMT. SOMA PARUI	Soma Parui 6.07.2023
68.	SMT. SUMITA CHAKRABORTY (PAL)	Sumita Chakraborty (PAL) 6/7/23

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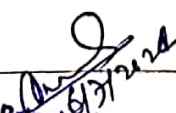
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Sl. No.	Name	Signature
69.	SMT. ARUNDHATI GANGULY	Arundhati Ganguly 6/7/23
70.	SMT. IPSITA DUTTA	Ipsita Dutta 6.7.23
71.	DR. CHHATRADHAR DAS	G. 6/7/23.
72.	DR. RUMA DAS	Ruma Das 06.07.23.
73.	DR. GAUTAM MAJUMDAR	—
74.	SMT. NIDHI CHOWDHARY	—
75.	SRI DEBASIS GHOSH	Debasis Ghosh. 06.07.'23
76.	SMT. SUMITA BHARATI (CHATTERJEE)	Sumita Bharati 06/07/23.
77.	SMT. ISANI CHAKRABARTI	Isani Chakrabarti 06/07/23
78.	DR. BHUTNATH JANA	Bhuthath Jana. 6/7/23
79.	DR. BIDISHA BANERJEE	—
80.	MD. GULZAR ALAM	MD. Gulzar Alam 06/07/2023
81.	DR. MD. RASHID	MD. Rashid 6/7/23
82.		
83.		G. 6/7/23 Coordinator
84.		Internal Quality Assurance Cell Lalbaba College
85.		

  
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Sl.No.	Name	Signature
1.	Alpana Bagani	Alpana Bagani 6/7/2023
2.	Amar Dolui	Amar Dolui 6.7.23
3.	Animesh Das	Animesh Das 6.7.23
4.	Arabinda Mahajan	A. Mahajan 6/7/23
5.	Dibakar Ghosh	Dibakar Ghosh 6/7/23
6.	Doli Biswas	Doli Biswas 06/07/23
7.	Goutam Dutta	—
8.	Indira Chatterjee	Indira Chatterjee 6/7/2023
9.	Mali Bhowal	Mali Bhowal 6/7/23
10.	Nikhil Krishna Roy	Nikhil Krishna Roy 6/7/23
11.	Rajesh Balmiki	—
12.	Rajesh Halder	Rajesh Halder 6/7/23
13.	Rina Banerjee	Rina Banerjee 6/7/23
14.	Shyam Sundar Balmiki	Shyam Sundar Balmiki 6/7/23
15.	Soma Mitra	S. Mitra 6/7/23
16.	Subhasis Bhattacharyya	—
17.	Sumit Sarkar	S. Sarkar 6/7/23
18.	Surajit Bera	—
19.	Surendranath Pramanik	S.N. Pramanik 6/7/2023
20.	Swarnalata Koley	Swarnalata Koley 6/7/23
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