

Balurghat College

(Govt. Sponsored)

P.O. Balurghat, Dist. Dakshin Dinajpur, West Bengal 733101
Under graduate & post graduate programme Constituent College of University of GOUR BANGA
*Accredited with "B" level (73.20%) by NAAC for the period 2004-2009

No. IQAC/2018/L01

Date: 24/08/2018

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on 28th August, 2018 at 1:30 p.m.. The agenda of the meeting will be the following:

- 1. To read and confirm the resolution of last meeting
- 2. To discuss about organization of orientation programme for all 1st year students
- 3. To discuss about functioning of PG courses as autonomous centre
- 4. To discuss about proposal for adoption of Malancha village by Balurghat College
- To discuss about proposal submission to proposals for organizing workshops/seminars by all science departments

Venue: Principal's chamber

All the members of IQAC are requested to kindly attend the meeting.

Dr. Laxman Saha
IQAC Coordinator
IQAC Co-ordinator
Balurghat College

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Dr. Pankaj Kundu
Principal, Balurghat College
Principal
Balurghat College

Copy to:

All the IQAC members



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Minutes of the Meeting of Internal Quality Assurance Cell (IQAC)

Date: 28th August, 2018

Time: 1:30 pm

Venue: Principal's chamber

Members Presents:

- a. Dr. Pankaj Kundu, Chair person, IQAC
- b. Subhendu Mahato, Member representative from College Administration
- c. Bhabendu Bhattacharya ,Internal member
- d. Dr. Bhaswati Mukhopadhyay, Internal member
- e. Bibek Das, Internal member
- f. Dr. Subhashis Biswas, Internal member
- g. Dr. Madhumita Dhar, Internal member
- h. Dr. Apu Manna, Internal member,
- i. Pintu Biswas, Internal Member
- j. Dr. Rupa Harsha, Internal Member
- k. Spandan Roy, Student Member

Agenda 1: To read and confirm the resolution of last meeting.

Resolution 1: Resolved that the IQAC unanimously approved the minutes of the previous meeting held on 10.04.2018.

Agenda 2: To discuss about organization of orientation programme for all 1st year students Resolution 2: It is resolved that an orientation programme to be organized by College for all 1st year students of all streams (Hons and General) during the month of September, 2018.

Agenda 3: To discuss about functioning of PG courses as autonomous centre

Resolution 3: It is resolved that all the departments with post graduate courses, that obtained autonomous status recently, to be requested to submit an action plan of functioning regarding examinations, internal evaluation, curriculum update, to IQAC. IQAC would discuss with the respective departments about proper execution of their action plan.

Agenda 4: To discuss about proposal for adoption of Malancha village by Balurghat College Resolution 4: It is resolved that College authorities to be approached by IQAC about possible adoption of Malancha village, Balurghat Block, DakshinDinajpur. NSS unit of Balurghat College to be asked to prepare a set of activities and projects for development of Malancha village.

Dr. Laxman Saha IQAC Coordinator

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IQAC Co-ordinator Balurghat College



Dr. Pankaj Kundu Principal, Balurghat College



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No. IQAC/2018/L02

Date: 13/12/2018

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) with the Extended Teacher's Council will be held on 18th **December, 2018 at 11:30 a.m.**. The agenda of the meeting will be the following:

- 1. To read and confirm the resolution of last meeting
- 2. To discuss about possible upgradation and automation of Central Library
- 3. To discuss about issues related to NAAC accreditation (2nd Cycle)
- 4. To discuss about registration procedure of Alumni Association of Balurghat College
- 5. To discuss matters related to meeting of IQAC with NCC and NSS units of Balurghat College

Venue: Room No. KB-4

All the members of IQAC are requested to kindly attend the meeting.

Dr. Laxman Saha IQAC Coordinator

IQAC Co-ordinator Balurghat College

Dr. Pankaj Kundu Principal, Balurghat College

> Principal Balurghat College

Copy to:

All the IQAC members



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Minutes of the Meeting of Internal Quality Assurance Cell (IQAC) with Extended Teacher's Council

Date: 18th December, 2018

Time: 11:00 pm Venue: Room KB-4

Members Presents:

- a. Dr. Pankaj Kundu, Chair person, IQAC
- b. Subhendu Mahato, Member representative from College Administration
- c. Bhabendu Bhattacharya ,Internal member
- d. Dr. Bhaswati Mukhopadhyay, Internal member
- e. Debasish Ghosh, Internal member
- f. Dr. Subhashis Biswas, Internal member
- g. Dr. Madhumita Dhar, Internal member
- h. Dr. Apu Manna, Internal member,
- i. Dr. Rupa Harsha, Internal member
- j. DR Debabrata Ghosh, Member representative from Local society
- k. Spandan Roy, Students Member

Agenda 1: To read and confirm the resolution of last meeting.

Resolution 1: Resolved that the IQAC unanimously approved the minutes of the previous meeting held on 28.08.2018.

Agenda 2: To discuss about possible upgradation and automation of Central Library

Resolution 2: It is resolved that based on the discussion between IQAC and Librarians, IQAC to forward the proposal submitted by Librarians, to College Governing Body for possible steps needed to be taken for automation and upgradation of Central Library. This includes proposal for purchase of KOHA software and registration with INFLIBNET to strengthen the e-resource and e-library facilities.

Agenda 3: 3. To discuss about issues related to NAAC accreditation (2nd Cycle)

Resolution 3: It is resolved that all the faculty members to be made aware about the new guidelines of NAAC accredition process, which includes 7 separate criteria, for which separate committees to be formed for each criteria. All the faculty members to be made aware of the time bound manner of SSR

Agenda 4: 4. To discuss about database formation of Alumni Association

Resolution 4: It is resolved that IQAC to approach all the departments to collect maximum possible data about alumni member of this college from respective departments, to create a comprehensive database of Alumni Association of Balurghat College. The proforma according to which the data to be collected from alumni members would be supplied by IQAC to faculty members.

Agenda 5: To discuss matters related to meeting of IQAC with NCC and NSS units of Balurghat College

Resolution 5: It is resolved that IQAC to meet with NSS and NCC units of Balurghat College to discuss the various activities taken up by these two units in previous academic year, and discuss possible activities to be taken up in next academic year. IQAC to suggest to NCC units for encouraging different students to take up certificate courses by the students which can lead to employment of the students.

Dr. Laxman Saha IQAC Coordinator

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IQAC Co-ordinator Balurghat College ESTD 1948

Pr. Pankaj Kundu Principal, Balurghat College



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No. IQAC/2018/L03

Date: 21/01/2019

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) with the Extended Teacher's Council will be held on 22nd January, 2019 at 11:30 a.m.. The agenda of the meeting will be the following:

- 1. To read and confirm the resolution of last meeting
- To discuss about committee formation according to 7 point Criteria related to SSR preparation
- To discuss about organization of awareness programme in collaboration with Dept. of Consumer Affairs and FBP., by Dept. of Commerce
- 4. To discuss about organizing a special lecture by Dept. of Chemistry
- To discuss about organization of Career awareness seminar in Software Industry by Dept. of Mathematics
- 6. To select NAAC Coordinator for forthcoming NAAC Reaccreditation process
- 7. To discuss about Formation of NAAC Steering Committee

Venue: Room No. SJ-2

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All the members of IQAC are requested to kindly attend the meeting.

Dr. Laxman Saha

QAC Co-ordinator

Bahurghat College

Copy to:

All the IQAC members

P. KJ 21.01.19

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Minutes of the Meeting of Internal Quality Assurance Cell (IQAC) with Extended Teacher's Council

Date: 22nd January, 2019

Time: 11:30 pm Venue: Room SJ-2

Members Presents:

a. Dr. Pankaj Kundu, Chair person, IQAC

- b. Subhendu Mahato, Member representative from College Administration
- c. Bhabendu Bhattacharya ,Internal member
- d. Dr. Bhaswati Mukhopadhyay, Internal member
- e. Bibek Das, Internal member
- f. Dr. Subhashis Biswas, Internal member
- g. Dr. Madhumita Dhar, Internal member
- h. Dr. Apu Manna, Internal member,
- i. Pintu Biswas, Internal Member
- j. Dr. Rupa Harsha
- k. Spandan Roy, Students Member
- 1. DR Debabrata Ghosh, Member representative from Local society

Agenda 1: To read and confirm the resolution of last meeting.

Resolution 1: Resolved that the IQAC unanimously approved the minutes of the previous meeting held on 18.12.2018.

Agenda 2: To discuss about committee formation according to 7 point Criteria related to SSR preparation

Resolution 2: After discussion with members of Teachers Council, IQAC has prepared a set of 7 committees comprising 10-15 members in each committee, according to the 7 point Criteria for preparation SSR. It is resolved that all committees to have at least two joint convenors who would collect necessary documents required for that particular criteria, from all the faculty members, at the earliest, to prepare summary report for that criteria, according to the new NAAC guideline for filling – up SSR.

Agenda 3: To discuss about organization of awareness programme in collaboration with Dept. of Consumer Affairs and FBP., by Dept. of Commerce

Resolution 3:It is resolved that Dept. of Commerce to organize an awareness programme in the smart class room during the month of February, in collaboration with Dept. of Consumers Affairs and FBP. The programme would create awareness in issues related to consumer affairs. This programme may

educate the strength as well as the employees - both teaching and non-teaching, about the rights of consumers while purchasing any goods or service.

Agenda 4: To discuss about organizing a special lecture by Dept. of Chemistry

Resolution 4: It is resolved that Dept. of Chemistry to be requested to organize a special talk on analytical techniques of drug discovery and related issues involving drug chemistry.

Agenda 5: To discuss about organization of Career awareness seminar in Software Industry by Dept. of Mathematics

Resolution 5: It is resolved that Dept. of Mathematics to organize a career awareness seminar for opportunities in software industry, and also to make the students aware about other small-scale industries which can offer potential career opportunities to students from a remote place like Balurghat.

It is resolved that the proposal of the Mathematics department for organizing a career awareness seminar for opportunities in software industry be accepted. It is heartening to note that an Alumnus of Balurghat College, Shri Subhamoy Ghosh, who happens to be a software professional has been invited for this seminar to make the present generation students aware about the potential career opportunities in different areas of software industry.

Agenda 6: To select NAAC Coordinator for forthcoming NAAC Reaccreditation process
Resolution 6: Bhabendu Bhattacharya has been selected unanimously as NAAC Coordinator for the forthcoming NAAC Reaccreditation process.

Agenda 7: To discuss about Formation of NAAC Steering Committee

Resolution 7: Following members are unanimously selected as members of NAAC Steering Committee:

- 1. Dr. Pankaj Kundu, Chair Person
- 2. Bhabendu Bhattacharya, NAAC Coordinator
- 3. Dr. Bandana Ghosh
- 4. Dr. Ripan Sarkar
- 5. Prof. Bibek Das
- 6. Dr. Laxman Saha
- 7. Dr. Subhashis Biswas
- 8. Dr. Madhumita Dhar

9. Samir Chakraborty

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Dr. Laxman Saha IQAC Coordinator

IQAC Co-ordinator Balurghat College The same of the sa

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No. IQAC/2018/L04

Date: 11/02/2019

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) with the Extended Teacher's Council will be held on 14th February, 2019 at 1:45 p.m. The agenda of the meeting will be the following:

- 1. To read and confirm the resolution of last meeting
- 2. To discuss about forthcoming Student's Exhibition and Cultural Competitions
- 3. To discuss about forthcoming Test Examinations
- 4. To discuss about progress of preparation for NAAC accreditation (2nd Cycle)
- 5. To discuss about Observation of International Mother Language Day

Venue: Room No. SJ-2

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All the members of IQAC are requested to kindly attend the meeting.

Dr. Laxman Saha
IQAC Co-ordinant
IQAC Co-ordinant

Balurghat College

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Dr. Pankaj Kundu Principal, Balurghat College

> Principal Balurghat College

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All the IQAC members



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Minutes of the Meeting of Internal Quality Assurance Cell (IQAC) with Extended Teacher's Council

Date: 14th February, 2019

Time: 1:45 pm Venue: Room SJ-2

Members Presents:

- a. Dr. Pankaj Kundu, Chair person, IQAC
- b. Subhendu Mahato, Member representative from College Administration
- c. Bhabendu Bhattacharya ,Internal member
- d. Dr. Bhaswati Mukhopadhyay, Internal member
- e. Bibek Das, Internal member
- f. Dr. Subhashis Biswas, Internal member
- g. Dr. Madhumita Dhar, Internal member
- h. Dr. Apu Manna, Internal member,
- i. Pintu Biswas, Internal Member
- j. Dr. Rupa Harsha
- k. DR Debabrata Ghosh, Member representative from Local society

Agenda 1: To read and confirm the resolution of last meeting.

Resolution 1: Resolved that the IQAC unanimously approved the minutes of the previous meeting held on 22.01.2019.

Agenda 2: To discuss about forthcoming Student's Exhibition and Cultural Competitions

Resolution 2: It is resolved that the student's exhibition and cultural programmes to take place in the college premises from 22nd to 24th February, 2019. It is also resolved that all the departments to start preparation for exhibition immediately to make it a success. It is resolved that the cultural competitions on various items for students to be held on from 20th February to 23rd February 2019. A committee be formed for the organization purpose of these events.

Agenda 3: To discuss about forthcoming Test Examinations

Resolution 3: It is resolved that the Test Examinations of 2019 would take place in the first week of March, 2019. It is also resolved that all the departments to submit question papers of their respective subjects within 26th February 2019, to the Examination cell.

Agenda 4: To discuss about progress of preparation for NAAC accreditation (2nd Cycle)
Resolution 4: Convenors of the all the committees formed according to the 7 point criteria (formed on the meeting of 22.01.2019) presented their report in the meeting. It is unanimously resolved the reports be accepted for further scrutiny.

Agenda 5: To discuss about Observation of International Mother Language Day

Resolution 5: It is resolved that International Mother Language day be observed on 21st February, 2019 in College premises. It is also resolved that renowned theatre personality and winner of Sangeet Natak Academy award, Sri Harimadhab Mukhopadhyay be invited on the programme to address the staff and students of Balurghat College on the occasion of International Mother Language day.

Dr. Laxman Saha
IQAC Coordinator
IQAC Co-ordinator
Bahurghat College

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No. IQAC/2018/L05

Date: 14/03/2019

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on 15th March, 2019 at 12:30 p.m. The agenda of the meeting will be the following:

- 1. To read and confirm the resolution of last meeting
- 2. To discuss about forthcoming meeting with various stakeholders about NAAC Reaccreditation
- 3. To discuss about possible infrastructure upgradation and other requirements related to NAAC accreditation
- 4. To discuss about introduction of Value added courses and certificate courses

Venue: Teacher's Common Room

All the members of IQAC are requested to kindly attend the meeting.

Loseman Salva Dr. Laxman Saha

IQAC Coordinator IQAC Co-ordinator

Balurghat College

Copy to: All the IQAC members

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Minutes of the Meeting of Internal Quality Assurance Cell (IQAC)

Date: 15th March, 2019

Time: 12:30 pm

Venue: Teacher's Common Room

Members Presents:

- a. Dr. Pankaj Kundu, Chair person, IQAC
- b. Subhendu Mahato, Member representative from College Administration
- c. Bhabendu Bhattacharya ,Internal member
- d. Dr. Bhaswati Mukhopadhyay, Internal member
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- g. Dr. Madhumita Dhar, Internal member
- h. Dr. Apu Manna, Internal member,
- i. Pintu Biswas, Internal Member
- j. Dr. Rupa Harsha, Internal Member
- k. Debasish Ghosh, Internal Member
- 1. Spandan Roy, Student Member

Agenda 1: To read and confirm the resolution of last meeting.

Resolution 1: Resolved that the IQAC unanimously approved the minutes of the previous meeting held on 14.02.2019.

Agenda 2: To discuss about forthcoming meeting with various stakeholders about NAAC Reaccreditation

Resolution 2: It is resolved that NAAC coordinator will address the gathering in the meeting with various stakeholders that is to be held on 19.03.2019 at KB-5, Balurghat College, and will highlight the importance of NAAC reaccreditation process. IQAC will also address the audience about the self-assessment process of NAAC reaccreditation preparation, and will also discuss about the amount of work needed to be done, and help that is needed from all the stake holders for the reaccreditation process.

Agenda 3: To discuss about possible infrastructure upgradation and other requirements related to NAAC accreditation

Resolution 3: It is resolved that IQAC to submit the following set of requirements to Governing Body, Balurghat College for favorable considerations, regarding NAAC reaccreditation process.

Requirement for NAAC accreditation

- 1. Financial liability regarding website development (Cr-1)
- 2. Upgradation regarding ICT tools and Teaching learning
 - i. Repairing of Laptops which were given to HoDs (wherever necessary) + Purchase of 8 new desking computers with monitors (Cr-2)
 - ii. Providing projectors to all science departments (as discussed earlier) (Cr-2)
 - Total upgradation of Smart Class room including video conferencing facility (Ct-2)
- 3. Renovation of IQAC room with computer facility (Cr-3)
- Allocation of funds for presenting paper in seminar/conference/workshops (Cr-3+5+6)
- 5. Augmentation of Infrastructure
 - Fund allocation for making the WHOLE campus free WiFi zone (Cr-4)
 - ii. New equipments/chemicals/other materials to be purchased for upgradation of laboratories. [Proposed Budget
 - iii. Fund allocation for safety measures (fire entinguishers) and waste management. [Proposed Budget: INR 80200/- ((Cr-7)
- Automation of Library (Proposed Budget: INR 12,15,200/-) (Cr-4)
- Funds allocation for dedicated Sports room/Gymnasium (Cr-7)
- 8. Funds allocation for dedicated room for Nutrition Laboratory (Cr-7)
- Fund allocation for renovation of college canteen (Cr-7)
- 10. Replacement of existing Lights of college by LED bulbs , as much as possible (Cr-7)
- 11. Fund allocation for beautification of campus, regarding gardening and tree plantation (Cr-7)
- 12. Fund allocation for overall infrastructure development
- 13. Fund allocation for Book purchase in Library Proposed Budget: Science and PG Depts. : 9 x 20000/-= 1,80000/-Rest of the Depts.: 9x 10000/- = 90000/-

Agenda 4: To discuss about introduction of Value added courses and certificate courses

Resolution 4: It is resolved that IQAC to propose to College authority about introduction of Value added courses/certificate courses in Agriculture, Horticulture and Fisheries. HoDs of Dept. Botany and Zoology to be given charges for finalizing the modalities of the courses in consultation with local Fisheries, Agriculture and Horticulture departments.

Dr. Laxman Saha **IOAC Coordinator**

IQAC Co-ordinator Bahurghat College

P.KJ 15.2-19 Dr. Pankaj Kundu Principal, Balurghat College



(Govt. Sponsored)

(A constituent College under the University of Gour Banga offering both UG & PG Courses)



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Quality initiatives by IQAC per year for promoting quality culture

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from – to)	Number of participants
2014	Orientation programme FOR 1st Year Students (All streams, Hons and General)	20th and 21st August, 2014	2 days, (11:A.M. to 4 P.M)	523
2015	"Recent development in Mathematics and its Application" SEMINAR	14th and 15th February, 2015	2 days, 10 A.M. to 4 P.M.	112
2015	"Literature and Marginality Issues and Perspectives".	2nd March, 2015	1 day, 10 AM to 4 PM	25
2015	College level Workshop on NAAC Accreditation Process	18th August, 2015	3 hours (11:30 A.M. to 2:30 P.M.)	49
2015	Orientation Programme for 1st year Hons Students and 1st Year General Students	26-27 August 2015 and 15th September, 2015	3 days (11:30A.M. to 2:30 P.M. each day)	718
2016	Orientation programme for 1st year students of all streams (Hons and General)	17th and 18th August, 2016	2 days, 11:30 A.M. to 1:30 A.M.	663

2017	"Role of Sceintific Advancement towards Sustainable Developments" National level seminar organised by Dept. of Physics and Chemistry	8th April, 2017	10:30 A.M. to 5:30 P.M.	125
2017	State Level Seminar of "Women Empowerment" organised by Dept. of Pol. Science and Women Development Cell	10th April, 2017	10:30 A.M. to 4 P.M.	97
2017	Orientation programme for 1st year students of all streams (Hons and General)	6 th and 7th September, 2017	11:30 A.M. to 1:30 P.M.	412
2018	Inauguration of Smart Classroom and inaugural seminar on Sister Nibedita (org. By Dept. of Bengali)	5th January, 2018	12 noon to 2 P.M	74
2018	Orientation programme for 1 st year students of all streams (Hons and General)	19 th and 20 th September, 2018	2 hrs (11:30 A.M. to 1:30 A.M.)	439
2018	Interactive session on "Self Contemplation" and NAAC Reaccreditation	18th October, 2018	5 hours (11:30 A.M. to 4:30 P.M.)	58
2019	Industry Collaboration Programme Special Lecture on Mass Spectra Analysis of Drug Synthesis, B.N. Pramanik, Merck	6th February, 2019	2 hrs (12:30- 2:30 P.M.)	91

	Pharmaceutical, New Jersey, USA			
2019	Workshop cum awareness programme on Status Survey of Fishing Cat in the Wetland Habitats of WestBengal Dept. of Zoology Balurghat College and Institute of Agricultural Science, University of Calcutta	12th February, 2019	2 hrs (12 noon – 2P.M.)	74
2019	Review of preparation for NAAC Reaccreditation Process (2 nd Cycle)	14th February, 2019	2 hrs 15 minutes (1:45 P.M. TO 4P.M.)	79
2019	Career awareness programme on Opportunities in Software Industry by Subhamoy Saha	15th February, 2019	2 hrs (12:30 P.M. – 2:30 P.M.)	78
2019	Consumer Awareness Programme in collaboration with Dept. of Consumer Affairs and FBP, Govt. of WB.	20th February, 2019	2 hrs (12:30 P.M. to 2:30 P.M.)	50
2019	Special lecture on Peasants of Society in North Bengal by Prof. Shinkichi Taniguchi, Japan org by Dept. of History	26th February, 2019	1 hr (12:30 P.M. to 1:30 P.M.)	65

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2019	Career opportunities in Insurance Sector in Collaboration with LIC, India, Balurghat Branch	27th June, 2019	1 hr (12:30 PM)	81
2019	Awareness Campaigning for New Insurance Products in Collaboration with LIC, India, Balurghat Branch	27th June, 2019	1 hr (1:30 PM)	36
2019	Seminar on "Financial Education" in collaboration with SEBI, by Dept. of Commerce	28th June, 2019	1 hr (12:30 PM)	52
2019	Value added Course on Conversational Sanskrit Language, Dept of Sanskrit	28th June 2019 to 08th July, 2019	10 days (30 hrs)	40
2019	Value added Certificate Course in Collaboration with Dept. of Agriculture and Horticulture, Govt. of Westbengal, by Dept. of Botany on Agri- Horticultural aspect on skill development	28th June 2019 to 11th July, 2019	14 days (36 hours)	20