



# BENGAL SCHOOL OF TECHNOLOGY

(A College of Pharmacy)

Approved by Pharmacy Council of India, New Delhi

Affiliated to: Maulana Abul Kalam Azad University of Technology (MAKAUT) (Formerly known as West Bengal University of Technology) & West Bengal State Council of Technical and Vocational Education and Skill Development (WBSCT&VE&SD)

Accredited by NAAC and NBA for B. Pharm

Sugandha, Delhi Road, Near Chinsurah Railway Station, Dist: Hooghly-712 102, West Bengal

Date:-03.04.2023

## MINUTES OF IQAC MEETINGS

Meeting No: - 22

### Minutes:-

The IQAC Co- ordinates, Dr Paramita Dey, started the discussion according to the prescribed agenda.

### Agenda 1:- Confirmation of the minutes of the last IQAC meeting.

The last meeting minutes stand approved.

### Agenda 2:- Action taken Report.

1. DVV clarification of NAAC has been successfully submitted on 14<sup>th</sup> December 2022.
2. Research Grants were received for the PG students in collaboration with
  - a) EMCEE Pharmaceuticals.
  - b) United Laboratories.
3. 3 faculty members, namely Mr. Sougata mallick, Mrs. Rituparna Das, and Ms. Anisha Chakraborty attend offline hands on training workshop organized by MAKAUT in collaboration with DST- STUTI.
4. 4 days Annual Sports from 1<sup>st</sup> to 4<sup>th</sup> March, 2023 was organized. International Women's Day was celebrated on 9<sup>th</sup> March 2023.
5. Internal Audit for NAAC documentation process was carried out by Dr. Jayanta Chattopadhyay. Laboratory audit was conducted by Dr. Sudip Kumar Kar and Dr. Raja Majumder.

### Agenda 3: Review of the preparedness of NAAC Visit

Prof. (Dr.) Debashis Sur audited all the documents comprise of all the seven Criteria of NAAC. He also inspected infrastructure facility that prevails in Bengal School of Technology.

### Agenda 4: Action taken Report:

Dr. Sur suggested for the fulfillment of the following activity in the college:

1. To conduct a Green Audit in the campus.
2. To initiate Organic Farming as one of the Best Practices
3. To select One day in a week as "NO AC DAY" in order to save Energy which will also be an approach for Best Practices in the campus.
4. To make the campus Plastic free and eco-friendly.
5. To Have MoU with Vital Waste inorder for easy disposal of Plastic waste, E-waste, Metal waste.

All the suggestions were implemented in the college.





# BENGAL SCHOOL OF TECHNOLOGY

(Courses offered: B. Pharm, M. Pharm (Pharmaceutics), M. Pharm (Pharmacology))

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Accredited by NAAC, Accredited by NBA for B. Pharm

Sugandha, Delhi Road, Near Chinsurah RS, Hooghly-712 102, West Bengal

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03.

## IQAC MEETING-04.04.2023

NAME OF THE PERSON	DESIGNATION	IQAC	SIGNATURE
Dr.P.Suresh	Principal	Chairman	
Dr. Debashis Sur	HOD, Burdwan University	Nominee Member	Debashis Sur 03.04.2023
Dr.Paramita Dey	Professor	Coordinator	
Mr.Biswanath Ghosh	Associate Professor	Member	-AB-
Dr.Sudip Kumar Kar	Associate Professor	Member	
Dr.Dharmajit Pattanayak	Associate Professor	Member	
Mr.Atanu Chatterjee	Associate Professor	Member	
Mrs.Saumya Das	Associate Professor	Member	
Dr.Raja Majumder	Asst.Professor	Member	
Mrs. Dishari Dutta	Asst.Professor	Member	
Mrs.Sudipta Roy	Asst.Professor	Member	
Mrs. Sasmitha Dash	Asst.Professor	Member	
Mrs. Rituparna Das	Asst.Professor	Member	
Ms.Anisha Chakraborty	Alumni	Member	
Mr. Arunava Das	Administrative Officer	Member	





Estd: 2006

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Sugandha, Delhi Road, Near Chinsurah Railway Station, Dist: Hooghly-712 102, West Bengal

Date:-19.08.2023

## MINUTES OF IQAC MEETINGS

### Meeting No: - 23

#### Minutes:-

The IQAC Co-ordinates, Dr. Paramita Dey, started the discussion according to the prescribed agenda.

#### Agenda 1:- Confirmation of the minutes of the last IQAC meeting

The last meeting minutes stand approved.

#### Agenda 2:- Action taken Report

1. All the necessary instructions and compliance according to the NAAC Audit was carried out.
  - Second Cycle of NAAC Visit was held on 19th and 20th April 2023.

#### Experts were:

- Dr. Sunil Dhaneshwar- Chairperson from Mumbai
- Dr. Subheet Kumar Jain-Member Co-Ordinator from Amritsar.
- Dr. Vishal Kumar Gupta- Member from Mysore

#### Suggestions by the Auditors

- To start different Add-on Programs which is related to Criterion 1
- To conduct National or International Seminars in the college.
- To motivate the Faculty members in Research and Development so that they can publish more Research or Review Papers in reputed journals.
- To motivate the Faculty members to participate in offline FDP program
- To increase Industrial Collaboration with the college so that the students get benefit in-case of training and placement.

On 1st May 2023 the result was declared as Grade A with points 3.22.



**Agenda 3: NBA visit and Accreditation:**

NBA Compliance Visit for UG Pharmacy Program was held on 24th June 2023 for the session 2020-21, 2021-22 and 2022-23.

**Agenda 4: Miscellaneous:**

- How to start Add-on Program was discussed.
- Revised Motivational Quality Enhancement Initiatives would soon be started
- Institute-Industrial Collaboration works will be carried out soon.





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Sugandha, Delhi Road, Near Chinsurah Railway Station, Dist: Hooghly-712 102, West Bengal

Date:-08.02.2024

## MINUTES OF IQAC MEETINGS

Meeting No: - 23

### Minutes:-

The IQAC Co-ordinates, Dr Paramita Dey, started the discussion according to the prescribed agenda.

### Agenda 1:- Confirmation of the minutes of the last IQAC meeting.

The last meeting minutes stand approved.

### Agenda 2:- Action taken Report:

Whatever suggested were implemented and have mailed to the members

### Agenda 3: Re-constitution of IQAC 2024 and welcoming of new members

Position	Name	Designation	IQAC Status
Faculty	Dr. Suchandra Goswami	Professor	Member
Co-ordinator criteria 3	Mrs Sangita Banerjee	Assistant Professor	Member
Distinguished Educationalist	Dr. Debashish Sur	Professor	Member
Nominee from local society	Mr. Sudip Kumar Roy	Secretary, Chuchura Sramajibi Swastha Prakalpa Samity	Member
Office administration	Mr. Subinoy Bag	Accountant	Member
Librarian	Mr. Rakesh Shaw	Librarian	Member
Alumni	Mr. Saibal Chanda	Assistant Professor	Member
Student Representative	Miss Anushmita Ghosh	M.Pharm. 2 <sup>nd</sup> year	Member
Student Representative	Miss Srija Das	B.Pharm. 4 <sup>th</sup> year	Member

### Agenda 4: NAAC visit and Accreditation

- Second Cycle of NAAC Visit was held on 19th and 20th April 2023.

### Experts:

- Dr. Sunil Dhaneshwar- Chairperson from Mumbai
- Dr. Subheet Kumar Jain-Member Co-Ordinator from Amritsar.
- Dr. Vichal Kumar Gupta- Member from Mysore

### **Suggestions by the Auditors**

- To start different Add-on Programs which is related to Criterion 1
- To conduct National or International Seminars in the college.
- To motivate the Faculty members in Research and Development so that they can publish more Research or Review Papers in reputed journals.
- To motivate the Faculty members to participate in offline FDP program
- To increase Industrial Collaboration with the college so that the students get benefit incase of training and placement.

On 1st May 2023 the result was declared as Grade A with points 3.22.

### **Agenda 5: NBA visit and Accreditation:**

NBA Compliance Visit for UG Pharmacy Program was held on 24th June 2023 for the session 2020-21, 2021-22 and 2022-23.

NBA revisit was held on 16.9.2023 for verification of data for the session 2019-20,2020-21 and 2021-22.

NBA accreditation was accorded for the UG Program in Pharmacy for the period from 2022-23 to 2024-25 (upto 30.6.2025).

### **Agenda 6: Appraisal about successful submission of AQAR 2021-22**

- Annual Quality Audit Report (AQAR) for the session 2021-22 was successfully submitted on 18th December 2023.
- Subsequent instructions received from NAAC on AQAR 2021-22 were complied.

### **Agenda 7: Preparation of AQAR 2022-23**

Preparation of AQAR for 2022-23 is in progress. email was send to NAAC to enable the portal for submission of AQAR 2022-23.

### **Agenda 8: Miscellaneous**

- **Dr. Debashis Sur suggested for conduction of Academic Audit with the help of an external Auditor from the academic background for better motoring of the education system in the college.**
- **Sr. Sur also suggested conducting a career guidance program for the students having Ex-students as speaker.**
- **Mr. Sudip Kumar Roy suggested for conduction of seminars on environmental awareness and on Thalasemia awareness.**
- **Mr. Roy also suggested to carryout social service work in the nearby villages.**





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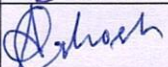
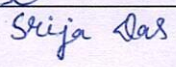
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Sugandha, Delhi Road, Near Chinsurah Railway Station, Dist: Hooghly-712 102, West Bengal

## MEETING ATTENDANCE SHEET [08.02.2024]

SL. NO.	POSITION	NAME	DESIGNATION	SIGNATURE
1	Head of the Institution	Dr. P. Suresh	Principal	<i>[Signature]</i>
2	Management Representative	Mr. Dilip Kr. Mondal	CEO, SEDCO	
3	IQAC Coordinator	Dr. Paramita Dey	Professor	<i>P. Dey 8/2/24</i>
4	NAAC Steering Committee Coordinator	Mrs. Saumya Das	Associate Professor	<i>Saumya Das 8/2/24</i>
5	Chief Mentor	Dr. Sudip Kumar Kar	Associate Professor	
6	Faculty	Mr. Biswanath Ghosh	Associate Professor	<i>Biswanath Ghosh 8/2/24</i>
7	Faculty	Dr. Suchandra Goswami	Professor	<i>Suchandra Goswami 8/2/24</i>
8	Co-ordinator NAAC Criterion 1	Dr. Dharmajit Pattanayak	Associate Professor	<i>[Signature] 8/2/24</i>
9	Co-ordinator NAAC Criterion 2	Dr. Annu Chatterjee	Associate Professor	<i>Annu Chatterjee 08/02/24</i>
10	Co-ordinator NAAC Criterion 3	Mrs Sangita Banerjee	Assistant Professor	<i>Sangita Banerjee 08/02/24</i>
11	Co-ordinator NAAC Criterion 4	Dr. Raja Majumder	Assistant Professor	<i>Raja Majumder 08/2/24</i>
12	Co-ordinator NAAC Criterion 5	Mrs. Sasmita Dash	Assistant Professor	<i>S. Dash 8/2/24</i>
13	Co-ordinator NAAC Criterion 6	Mrs. Dishari Dutta	Assistant Professor	<i>Dutta 8.2.24</i>
14	Co-ordinator NAAC Criterion 7	Mrs. Rituparna Das	Assistant Professor	<i>Rituparna Das 08/02/2024</i>
15	Distinguished Educationist	Dr. Debashis Sur <i>Debashis Sur</i>	Professor & HOD, Burdwan University	<i>Debashis Sur 08.02.2024</i>
16	Industry Nominee	Dr. Shyamal Kr. Ghosh	General Manager, Emcee Pharmaceutical Pvt. Ltd.	
17	Nominee from Local Society	Mr. Sudip Kr. Roy	General Secretary, Chuchura Sramajibi Swasthya Prakalpa Samity	<i>Sudip Kr. Roy 08/2/24</i>
18	Office Administration	Mr. Subinoy Bag	Accountant	<i>Subinoy Bag 08/02/24</i>
19	Librarian	Mr. Rakesh Shaw	Librarian	<i>Rakesh Shaw 08.02.24</i>
20	Asst. Librarian	Mr. Ayon Chakraborty <i>Ayon Chakraborty</i>		<i>Ayon Chakraborty 08.02.24</i>



20	Alumni	Mr. Shaibal Chanda	Assistant Professor	
21	Student Representative	Miss Anushmita Ghosh	M.Pharm., 2 <sup>nd</sup> Year	
22	Student Representative	Miss Srija Das	B.Pharm, 4 <sup>th</sup> Year	

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Contact: 033-26866064/ 9073944794 E Mail: principal@bstpharmacy.in

Visit: www.bstpharmacy.in

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Sugandha, Delhi Road, Near Chinsurah Railway Station, Dist: Hooghly-712 102, West Bengal

Date:-19.06.2024

## MINUTES OF IQAC MEETINGS

Meeting No: - 25

### Minutes:-

The IQAC Co- ordinates, Dr. Paramita Dey, started the discussion according to the prescribed agenda.

### Agenda 1:- Confirmation of the minutes of the last IQAC meeting

The last meeting minutes stand approved.

### Agenda 2:- Action taken Report

- Career guidance program was conducted for the students by Mr. Rajib Das
- Seminar on climate changes named "Climate 24-Navigating the Climate Crisis" was conducted on 3<sup>rd</sup> May, 2024.
- Social service work was carried out in the nearby schools, where we made the students aware about the environmental issues and personal hygiene on 12<sup>th</sup> March, 2024.

### Agenda 3: Preparation of AQAR 2022-23 & 2023-24

- Preparation of AQAR for 2022-23 and 2023-24 is in progress. All the Criteria Coordinators and the Co-coordinators were made aware about the preparation of the related documents.

### Agenda 4: Minutes of the Meeting

- Institutional Professional Development for both teaching and non-teaching staff was carried out.
- FDP or Workshops were encouraged to the faculty members.
- Mrs. Saumya Das and Mr. Atanu Chatterjee were awarded with Ph.D and they were felicitated on 10<sup>th</sup> May, 2024 and they were given Rs. !0,000/- as honorium.
- Mr. Sougata Mallick and Mrs. Rituparna Das were successfully registered as a MAKAUT Ph.D Fellow under the guidance of Dr. Paramita Dey, Professor of Bengal School of Technology.
- ERP (e-governance) was encouraged and the student attendance was maintained.
- A successful Inter-collège Table Tennis Tournament was conducted from 28.02.2024 to 02.03.2024. A good relationship was formed with other colleges.



- Revised “**Motivational Quality Enhancement Initiatives**” were discussed and published during the session.

**Agenda 5: Miscellaneous: Following parameters have been planned to conduct in our college**

- Academic Audit has been planned as per the suggestions received from Dr. Debashis Sur.
- e-FDP programme has been planned to conduct in our college in the month of August, 2024.
- Blood Donation camp has been planned to be organized in the month of September, 2024.





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
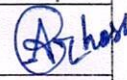
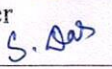
Sugandha, Delhi Road, Near Chinsurah Railway Station, Dist: Hooghly-712 102, West Bengal

## COMPOSITION OF IQAC-2024

The IQAC of Bengal School of Technology for the year 2024 is constituted with the following members IQAC helps the institute in planning and monitoring and to promote avenues for quality enhancement activities

SL. NO.	POSITION	NAME	DESIGNATION	IQAC STATUS
1	Head of the Institution	Dr. P. Suresh	Principal	Chairman
2	Management Representative	Mr. Dilip Kr. Mondal	CEO, SEDCO	Member <i>[Signature]</i>
3	IQAC Coordinator	Dr. Paramita Dey	Professor	Member <i>[Signature]</i>
4	NAAC Steering Committee Coordinator	Mrs. Saumya Das	Associate Professor	Member <i>[Signature]</i>
5	Chief Mentor	Dr. Sudip Kumar kar	Associate Professor	Member <i>[Signature]</i>
6	Faculty	Mr. Biswanath Ghosh	Associate Professor	Member <i>[Signature]</i>
7	Faculty	Dr. Suchandra Goswami	Professor	Member <i>[Signature]</i>
8	Co-ordinator NAAC Criterion 1(CA)	Dr. Dharmajit Pattanayak	Associate Professor	Member <i>[Signature]</i>
9	Co-ordinator NAAC Criterion 2 (TLE)	Dr. Atanu Chatterjee	Associate Professor	Member <i>[Signature]</i>
10	Co-ordinator NAAC Criterion 3 (RIE)	Mrs Sangita Banerjee	Assistant Professor	Member <i>[Signature]</i>
11	Co-ordinator NAAC Criterion 4 (ILR)	Dr. Raja Majumder	Assistant Professor	Member <i>[Signature]</i>
12	Co-ordinator NAAC Criterion 5 (SSP)	Mrs. Sasmita Dash	Assistant Professor	Member <i>[Signature]</i>
13	Co-ordinator NAAC Criterion 6 (GLM)	Mrs. Dishari Dutta	Assistant Professor	Member <i>[Signature]</i>
14	Co-ordinator NAAC Criterion 7 (IVBP)	Mrs. Rituparna Das	Assistant Professor	Member <i>[Signature]</i>
15	Distinguished Educationist	Dr. Debashis Sur	Professor & HOD, Burdwan University	Member
16	Industry Nominee	Dr. Shyamal Kr. Ghosh	General Manager, Emcee Pharmaceutical Pvt. Ltd.	Member
17	Nominee from Local Society	Mr. Sudip Kr. Roy	General Secretary, Chuchura Sramajibi Swasthya Prakalpa Samity	Member
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19	Librarian	Mr. Rakesh Shaw	Librarian	Member <i>[Signature]</i>



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20	Alumni	Mr. Shaibal Chanda	Assistant Professor	Member 
21	Student Representative	Miss Anushmita Ghosh	M.Pharm., 2 <sup>nd</sup> Year	Member 
22	Student Representative	Miss Srija Das	B.Pharm, 4 <sup>th</sup> Year	Member 

IQAC shall meet once in every quarter. Quorum of the meeting shall be two-third of the total number of members. IQAC Co-ordinator shall convene and conduct the meeting and record the minutes for further perusal.



DR. P. SURESH  
PRINCIPAL  
BENGAL SCHOOL OF TECHNOLOGY  
Sugandha, Delhi Road, Chinsurah, Hooghly, W.B-712102