



# Surya Sen Mahavidyalaya

## NAAC ACCREDITED

A Multi-Stream Govt. Aided College &  
Recognised by UGC u/s 2(f) & 12 (b)  
(Affiliated to University of North Bengal)

## IQAC

(Internal Quality Assurance Cell)

**ESTO.1998**  
ISO9001:2015

## MINUTES AND RESOLUTIONS OF THE 22<sup>nd</sup> IQAC MEETING, HELD ON 31.05.2020

The 22<sup>nd</sup> meeting of the IQAC is held today-- 31 May 2020, at 7.30 PM, on WhatsApp platform as a special case.

### MEMBERS PRESENT:

1. Dr.P.K.Mishra (Principal: Chairperson)
2. Smt Sutapa Saha [Associate Professor, English, Teacher Member]
3. Sri Sujay Chakraborty [Assistant Professor, Faculty of Commerce.TCS]
4. Dr Bablee Mandal [Assistant Professor, Chemistry. Teacher Member]
5. Dr. Romyani Goswami [Assistant Professor & DiC, Physics, Teacher Member]
6. Dr. Aniruddha Palit [Assistant Professor & DiC, Mathematics. Teacher Member]
7. Dr Suphal Biswas [Assistant Professor & DiC, Bengali, Teacher Member]
8. Sri Santanu Das[Librarian, Admin.Staff]
9. Sri Biswajit Purohit [Admin.Staff]
10. Sri Biswajit Chanda [Alumni Representative]
11. Dr.Arnab Baul [Assoc.Prof.English. Coordinator]

### AGENDA

1. Confirmation of the proceedings of the last meeting of the IQAC held on 12/05/2020
2. Report on the action taken in compliance with the decision taken in the meeting held on 12/05/2020
3. Discussion on AQAR 2018-19
4. Miscellaneous

The 22<sup>nd</sup> meeting of the IQAC was held through WhatsApp in presence of the above-mentioned members to transact on the given agenda and the following resolutions were taken.

### **1. Confirmation of the proceedings of the last meeting of the IQAC held on 12/05/2010**

All the resolutions taken in the meeting held on 12 May 2010 are hereby unanimously confirmed.

## 2. Report on the action taken in compliance with the decision taken in the meeting held on 12/05/2010

### [Agenda 4] Regarding AQAR 2018-19 preparation

The AQAR draft preparation is complete and is awaiting scrutiny.

### [Agenda 5] Initiatives taken by IQAC during a pandemic)

The 'Engage' portal is being enriched by the contribution of materials of all forms from the teachers of all the departments.

### [Agenda 5] Initiatives taken by IQAC during a pandemic)

The college authority has approved the proposal of reimbursing the fees of all the participants who will complete Two Week Online Workshop on "Comprehensive e-Learning to e-Training guide for Administrative Work" from May 25 - June 05, 2020, organized by Ramanujan College, Delhi in collaboration with MHRD, India.

## 3. Discussion on AQAR 2018-19

All the members, in charge of respective portions of AQAR, submitted their completed portions. Dr Bablee Mandal is given the responsibility of making preliminary scrutiny of the AQAR draft copy and to seek the advice of Principal Dr P.K.Mishra in this regard. It is resolved that the draft AQAR should be finalized in the next meeting for placing in GB meeting for approval.

## 4. Miscellaneous :

- IQAC requested teachers to take part in webinars for self-improvements.
- It is decided that the next meeting new academic session 2020-21 will be held on Google Meet video conferencing platform, while this WhatsApp group will continue to be used by the Core members for day to day discussion.
- It is also decided that a separate WhatsApp group be formed by incorporating extended members of the IQAC
- Coordinator proposed an online Faculty Satisfaction Survey for teaching staff.

Since there was no issue to discuss further, the meeting ended with thanks to the chair.



**Chairperson**  
IQAC



**Coordinator**  
IQAC