



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)

ESTO.1998
ISO9001:2015

IQAC

(Internal Quality Assurance Cell)

MINUTES AND RESOLUTIONS OF THE 26th IQAC MEETING, HELD ON 09.11.2020

The 26th meeting of the IQAC is held today-- 9th November 2020, at 3 PM, on the virtual platform of Google Meet, in the presence of the following members to discuss the following notified agenda.

AGENDA 1:

To confirm the resolutions of the 25th meeting held on 16 July 2020.

AGENDA 2:

Action taken report based on the previous planning and resolutions.

AGENDA 3:

Discussion on the CAS proposals of the faculties.

AGENDA 3:

Discussion and approval of AQAR 2019-20

AGENDA 4

Discussion on Green Audit for 2019-20

AGENDA 5

Discussion on Academic & administrative Audit for 2019-20

AGENDA 6:

Discussion on the proposal for conducting Academic & Administrative Audit for the year 2019-20.

AGENDA:7

To discuss the third year final and other results.

AGENDA 8:

Discussion on the preparedness of the college regarding possible resuming of classes in December maintaining COVID -19 protocol

AGENDA 9:

Report on online academic and administrative activities conducted so far.

AGENDA 10:

Miscellaneous

MEMBERS PRESENT:

- 1) Dr.P.K.Mishra (Principal: Chairperson]
- 2) Smt.Sutapa Saha [Teacher Member]
- 3) Sri.Mukul Kanti Ghosh [Teacher Member]
- 4) Dr Bablee Mandal [Teacher Member]
- 5) Dr.Romyani Goswami [Teacher Member]
- 6) Dr.Suphal Biswas [Teacher Member]

- 7) Dr.Aniruddha Palit [Teacher Member]
- 8) Sri Sujay Chakraborty [TCS]
- 9) Dr.Santanu Das [Librarian, Admin.Staff]
- 10) Sri Biswajit Purohit [Admin.Staff]
- 11) Fr.(Prof.)Dr.George T, SDB [Principal, Salesian College, Educationist]
- 12) Sri Biswajoy Chanda [Alumni Representative]
- 13) Sri Jayanta Maulik [Industrialist /Stakeholder]
- 14) Miss Avantika Bhattacharjee [Students' Representative]
- 15) Dr.Arnab Baul [Coordinator]

MINUTES & RESOLUTIONS:

At the outset, Dr Arnab Baul, Coordinator of the IQAC welcomed all the members in the meeting.

The Coordinator further informed the house that all the future meetings of the IQAC until the prevalence of pandemic related lockdown situation will be conducted on an online platform. The same provision may be used in future even after the return of normalcy, in case of exigencies.

All the members thereafter took part in the discussion as per the agenda and resolutions were taken.

AGENDA 1:

To confirm the resolutions of the 25th meeting held on 21 July 2020.

Resolution:

The Coordinator read out the minutes of the last meeting held on 21st July 2020, which was already circulated among the members. Accordingly, suggestions by the members were incorporated and all the resolutions were passed and confirmed.

AGENDA 2:

Action taken report based on the previous planning and resolutions

Resolution:

- AQAR 2018-19 is submitted on 12,08,2020 and was subsequently approved by the NAAC
- AQAR 2019-20 draft report is ready and is to be placed in today's meeting
- LMS is introduced. The college has its domain name and G Suite account.
- As per augmenting research activities, the Research cell has proposed publishing an edited volume titled 'India & the Pandemic: The Trajectories of COVID 19 & its Corollaries'.
- AAA is in process
- Green Audit carried out and report submitted on 4.8.2020

- IQAC conducted webinars in collaboration with the departments and external agencies
- FDP carried out by IQAC from 24-30 September 2020
- Gender Sensitization Program conducted

AGENDA 3:

Discussion on the CAS proposals of the faculties.

Resolution:

CAS proposal of Dr Aniruddha Palit for promotion from Assistant Professor (Stage II) to Assistant Professor (Stage III) is placed for discussion. After going through all the documents, members found the proposal in order and hence the same is approved for further processing.

AGENDA 4:

Discussion and approval of AQAR 2019-20

Resolution:

The interim committee in charge of the preparation of the AQAR Report 2019-20 placed the draft report in the meeting for discussion. Various aspects of the report were discussed and the suggestions put forward by the members were incorporated. The report was thus unanimously approved and would be placed in the Governing body before submitting to the NAAC.

AGENDA 5:

Discussion on Academic & administrative Audit for 2019-20

Resolution:

An expert committee from the University of North Bengal has conducted the AAA for the session 2019-20 by holding meetings with all the Departmental HoDs, Principal, Faculties, Office Associates and other stakeholders. The draft report is already submitted to the Principal and the final report is expected anytime, IQAC Coordinator apprised the house.

AGENDA 6:

Discussion on Green Audit for the session 2019-20

Resolution:

Green Audit for the academic year 2019-20 was carried out by the external experts for 3 days and the report is finally submitted on 4.8.2020. The report praised the institution's sincere effort in making the campus clean and green. The report and the suggestions for further improvement are sincerely noted by the members.

AGENDA:7

To discuss the third year final and other results.

Resolution:

The result of the third year and other semester results are placed by the Coordinator for discussion. All the members expressed satisfaction with the excellent show by the students.

AGENDA 8:

Discussion on the preparedness of the college regarding possible resuming of classes in December maintaining COVID -19 protocol

Resolution:

The Chairman of the IQAC, Principal Dr P.K.Mishra apprised the house that the college is ready to open its classes for the students if it resumes in December. The college has made provisions for extensive sanitizing of the classroom and campus maintaining Covid 19 protocol as issued by the Government from time to time. The institution maintains a zero-tolerance policy regarding the safety of the students in this pandemic situation.

AGENDA 9:

Report on online academic and administrative activities conducted so far.

Resolution:

- The college has conducted a series of online activities during the lockdown period. With its separate domain Id, the college has its new YouTube channel where all the webinars are telecast live to reach out to a larger section of students and people.
- Almost all the departments have conducted National and International webinars where experts from various fields delivered lectures.
- Keeping in mind the Covid crisis special webinars on Mental Health and Psychological Counselings were organized.
- The College also organized a special National Webinar on New Education Policy which was very well received by the audience.
- IQAC also conducted a one-week FDP for its faculties.
- The college authority also sponsored the course fees of the faculties who attended FDPs in Ramanujan College and other institutions.
- Each department student-centric seminars online
- Special training sessions were arranged to equip office associates to carry out most of the office activities online.

AGENDA 10:

Miscellaneous

As there remained no more issue for discussion, the meeting ended with thanks to the chair.


Chairperson


Coordinator