

# Surya Sen Mahavidyalaya

A Multi-stream Govt. Aided College & Recognised by UGC u/s 2(f) &12(b)

Prof. Sutapa Saha  
Coordinator, IQAC



Ph No: (0353) 2691488 / 489  
P.O. Siliguri Town,  
Surya Sen Colony, Block-B,  
Siliguri. Dist. Jalpaiguri  
Pin – 734004

## 13<sup>th</sup> IQAC MEETING:

Date: 03/04/2018

13<sup>th</sup> Meeting of IQAC held on 03.04.2018 at the IQAC room at 1 pm to discuss the following agenda.

### Agenda:

1. Verification of CAS related documents of Dr. Bablee Mandal, Asstt. Prof. Chemistry and Prof. Reema Doma Sherpa , Faculty of Commerce.
2. To finalise the names of MRG recipients
3. Building Inauguration:
4. Miscellaneous:-

### Resolutions:

- 1) CAS related papers and documents of Dr. Bablee Mandal and Prof. Reema Doma Sherpa are submitted and placed before IQAC for necessary scrutiny. It is found that some papers are incomplete and need some alteration. Both the teachers are requested to re-submit their papers to the principal and re-approach IQAC for further proceedings.
- 2) After following all the norms and regulations of NAAC as per the notification served by the Research Committee, all the college teachers were asked to furnish their proposal to IQAC for receiving micro-research grant four proposals were received from the following teachers – i)Prof Sutapa Saha, ii)Dr. Arnab Baul, iii) Dr. Suphal Biswas, iv) Prof Sulekha Das. Their proposals were handed over to the principal for discussion in Governing Body and sanction of the amount.

It is further resolved in this connection that the second phase Micro research grant, proposals should be submitted to the Head of the Departments and they should hand over the proposals to the IQAC after having a discussion within the departments.

- 3) Inauguration of New Building of Commerce, Mathematics and Geography departments took place on the foundation day and is reported to IQAC. IQAC appreciates the construction of gallery-classroom in the new building.
- 4) A review of the resolutions of the previous meeting is done and the finding of tasks accomplished are furnished below-
  - a. ISO certification till 2023 has been received.
  - b. Successful implementation of MRG.
  - c. Library purchase has been initiated and order for purchase of books already been placed.
  - d. Keeping in mind the proposal of IQAC, the administrative authority of the college has initiated construction of a new building where all the departments will have their own classrooms, staffrooms and also their respective seminar libraries.
  - e. Construction of new library building is almost on the verge of completion.
  - f. Necessary steps already have been taken for setting up of the Language Lab and proposal to recruit new faculty (specialized in the subject) is already in the process.
  - g. Online payment gateway of the college has already been installed.
  - h. Invited talks, organizing seminars, teacher exchange programmes, Inter departmental teacher exchange programmes, Power point presentations, all these have been taken care of in the current academic session, detailed information of which are documented by the respective departments.
  - i. AQAR reports of the IQAC for the last three years are submitted to the ERO and necessary clearance is obtained.
  - j. Academic and Administrative Audit is yet to be done and Principal is requested to complete it by the end of this academic session.

Sd/-  
**Chairman**  
**IQAC, SSM**

Sd/-  
**Co-ordinator**  
**IQAC, SSM**