

IQAC MEETINGS: 2017-18

Meeting No. 1

A meeting of the IQAC will be held on 10-07-2017 to discuss the following.

Agenda:

- 1) To discuss the achievements of the Academic year 2016-17.
- 2) To prepare the Plan of Action for the Academic Year 2017-18.
- 3) Miscellaneous.

Minutes:

- 1) The major activities done by IQAC during 2016-17 were discussed and the following contributions were noted:
- a) Regular assessment of all academic activities done and efforts made to implement corrective measures.
 - b) IQAC took the initiative of preparing the proposals for introduction of new subjects and accordingly the college got the approval for introducing Zoology (general) & Physics (General) from academic year 2016-17 and Chemistry (Honours), Mathematics (Honours) & Microbiology (General) from academic year 2017-18.
 - c) 17 new faculties were appointed in substantive post during 2016-17.
 - d) Faculty members submitted proposals for Minor Research Projects to UGC and 6 MRPs were sanctioned.
 - e) The new admission portal which was launched from 2016 was upgraded with online payment portal through SBI Collect.
 - f) Virtual classroom facility was installed in 2 rooms and all departments are encouraged to use the facility.
 - g) IQAC planned and executed the entire NAAC Peer Team visit during 26th-28th September 2016.
 - h) IQAC organized placement drives resulting in both on-campus & off-campus selection of students.
 - i) Faculties participated in week-long FDP organized by TCS to benefit of student placement.
 - j) IQAC initiated the appointment of new trainers for Self-Defense, Yoga & Aerobics, Table Tennis and special adventure course of Rock-Climbing.
- 2) After detailed discussion IQAC prepared the following Plan of Action for the Academic Year 2017-18.
- a) Measures to be taken for introduction of CBCS.
 - b) Enhancement of usage of ICT in teaching-learning process.
 - c) Changing the present teaching system towards more learner-centric and employment-centric approach.
 - d) Develop a continuous evaluation system in the upcoming CBCS approach.
 - e) Sending proposals for opening up of Masters course in Journalism & Bengali.
 - f) Increase the use of Virtual class-room facility.
 - g) Up-gradation and maintenance of laboratories, to increase infrastructural facilities.
 - h) Installation of Sanitary Napkin vending machine for students.
 - i) Organizing workshops & seminars for both faculty enrichment and students.
 - j) Extension of college building in backyard space.
 - k) Introduction of Online Feedback system.

Members Present:

Smt. Sunetra Sengupta *Sunetra Sengupta. 1/7/2017*
Smt.. Sukla Chakrabarti *Su. 1/7/2017.*
Dr. Madhumanti Maitra *Madhumanti Maitra 1/7/2017*
Dr. Krishna Dutta *Krishna Dutta 1.7.2017*
Dr. Nihar Kani Mondal
Dr. Sampriya Chowdhury *Sampriya Chowdhury 1/7/17*
Smt. Swati Chattopadhyay *Swati Chattopadhyay 1/7/2017*
Dr. Indrani Raha *Indrani Raha 1/7/2017*
Smt. Bangyasree Dey *Bangyasree Dey 1.7.2017*
Smt. Anjana Chatterjee *Anjana Chatterjee 1/7/17*
Sri Amal Adhikary *Amal Adhikary 01/7/17*

Meeting No. 2

A meeting of the IQAC will be held on 08-09-2017 to discuss the following.

Agenda:

- 1) Formation of new IQAC.
- 2) To prepare the AQAR 2016-17.
- 3) Miscellaneous.

Minutes:

- 1) The existing team of IQAC discussed the process of handover of the responsibility of IQAC in view of the formation of the new Internal Quality Assurance Committee (IQAC) as per UGC & NAAC guidelines from August 2017 for a period of 2 (two) years. The new committee to be formed in the Governing Body.
- 2) The existing IQAC discussed in details the preparation of AQAR 2016-17. The AQAR will be prepared and uploaded by this IQAC.
- 3) Following notice to be issued for compilation of data and submission of AQAR-2016-17

NOTICE: As you all are now ready with your departmental inputs, please provide the IQAC with the details through mail in the attached format for the academic years 2015-16 and 2016-17 in 2 separate word file by 23-09-17 positively. Without your inputs it will not be possible for IQAC to upload AQARs as per NAAC requirement. For soft copy of the format check mgeiqac2004@gmail.com

- Bengali
- Botany
- Geography
- Education
- Philosophy
- English
- Chemistry
- Mathematics
- History
- Political Science
- Sanskrit
- Economics
- Psychology
- Journalism & Mass Communication
- Sociology
- Film Studies
- Statistics
- Physics
- Microbiology
- Zoology
- TTMV

Members Present:

Smt. Sunetra Sengupta *Sunetra Sengupta* 8/9/17
Smt.. Sukla Chakrabarti *Su* 8/9/17
Dr. Madhumanti Maitra *Madhanti Maitra* 8/9/17
Dr. Krishna Dutta *Krishna Dutta* 8.9.17
Dr. Nihar Kani Mondal
Dr. Sampriya Chowdhury *Sampriya Chowdhury* 8/9/17
Smt. Swati Chattopadhyay *Swati Chattopadhyay* 8/9/17
Dr. Indrani Raha *Indrani Raha* 8/9/17
Smt. Bangyasree Dey *Bangyasree Dey* 8/9/17
Smt. Anjana Chatterjee *Anjana Chatterjee* 8/9/17
Sri Amal Adhikary *Amal Adhikary* 8/9/17