

Year- 2022-23

Date	Minutes of the meeting	Action taken
05.07.2022	<p>1. Resolved that as per the decisions of the purchase committee infotechlab will handle the admission process of the college in online mode.</p> <p>2. Resolved that no helpdesk facility will be available in the college as per the directive of HED. The students need not to come to the college for admission.</p> <p>3. Resolved that the time table subcommittee will allot the classes for PIBM, for employability enhancement courses.</p> <p>4. Resolved that usual Training programme for Non-teaching staff will be organised to facilitate the admission process.</p> <p>5. Resolved that an examination committee meeting will be called for upcoming semester examination.</p>	<p>1. Unitisation of syllabus is done by the departments.</p> <p>2. The teachers continue the mentoring system in more structured mode.</p> <p>3. Feedback forms and SSS are circulated among students</p> <p>4. The results of SSS are analysed and proper measures are adopted to deal with the problems</p> <p>5. The NSS and NCC units actively resume their usual activities</p> <p>6. All the HODs are given the responsibility to monitor the online/offline attendance of the students with the help of departmental teachers.</p>
23.09.2022	<p>1. Resolved that the IQAC received the file for Dr Debasree De and prof Debasis Mukherjee and hence nominee name should be sought from HED and CU.</p> <p>2. Resolved that MoU with other institutions will be encouraged.</p> <p>3. Resolved that the placement cell should continue their good work for arranging career fairs, and job-oriented seminars.</p> <p>4. Resolved that academic support will be provided to the teachers so that they can be released for FDP, orientation and refresher course in online mode. The teachers are asked to verify the authentication of the agency</p>	<p>7. The library along with IQAC undertake different measures to improve the usage of the library.</p>
25.11.22	<p>1. Resolved that the feedback forms will be circulated in online mode although the students are now doing classes in physical mode. However all the stakeholders will be</p>	

	<p>consulted for feed back</p> <p>2. Resolved that like every year, Prof Aviji Chakraborty will handle the formats for students satisfaction survey and the college will circulate this</p> <p>3. Resolved that initiatives should be taken to resolve the issue of the building at Padmanath Lane. The LBS will be contacted and the building sub-committee will take the necessary action in this respect.</p>	
05.04.2023	<p>1. Resolved that the nominees of the aspirant for CAS will be contacted for interview.</p> <p>2. Resolved that the IQAC will continue its efforts to sign MOUs with other institutions</p> <p>3. Resolved that the students should be made aware of the students credit card scheme and all the other scholarship schemes.</p> <p>4. Resolved that teachers will be encouraged to publish more in UGC Care listed journals</p> <p>5. Resolved that as per the recommendation of IQAC the principal should take necessary actions for renovation of the college building</p>	