



# Sammilani Mahavidyalaya

( NAAC ACCREDITED B++ )

[AFFILIATED TO CALCUTTA UNIVERSITY]

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Ref.No.....

Date ..... 19.04.2022

## Minutes of the second meeting of the IQAC held on Monday, 19<sup>th</sup> April, 2022 at 2.30 p.m. in the IQAC Room

The meeting commenced with the Teacher-in-Charge taking the chair. The agenda were taken up for discussion one by one and the following resolutions were adopted.

1. The minutes of the last meeting held on 07.02.2022 were read and confirmed.
2. Dr. Srikanta Malakar, Coordinator of the IQAC, reported on the progress of AQAR 2020-21 preparation including status of different criteria as submitted by the respective Advisors and team members, for submission to NAAC within 15.05.2022. He expressed his hope that the AQAR 2020-21 would be submitted within the stipulated time.

After a thorough discussion regarding the progress in preparing the AQAR 2020-21, the members expressed their satisfaction and appreciated the Coordinator for his leadership. It was resolved unanimously that the Coordinator be requested to carry on with the diligent effort so that the submission of AQAR 2020-21 might be done within the stipulated time.

3. The members agreed to the proposal of the Coordinator regarding the necessity of more collaborations/linkages for Faculty exchange, Student exchange, Internship of students, Field trip, On-the- job training, Research, etc. with Academia as well as Industry, and resolved that the Teacher-in-Charge be requested to take necessary initiative in this regard including signing of Memorandum of Understanding (MoU) with other institutions/industry, wherever required.

4. Resolved unanimously that the proposal of Dr. Bapan Kumar Maity, Librarian of the college, for procurement of various e-journals, e-books and e-resources in the library, be approved and he be entrusted with the responsibility of carrying out the procurement process.
5. Resolved unanimously that conducting Green Audit, Energy Audit, Water Audit and Environment Audit in the college, be approved and Sri Debasish Roy, Head, the Department of Zoology, be requested to initiate the necessary process as soon as possible.
6. Resolved unanimously that the procurement of two branded desktop computers with original operating system and a projector for the IQAC room, be approved; and Dr. Malay Roy, Bursar of the college, be entrusted with the responsibility of carrying out the procurement process.
7. Resolved unanimously that the proposal of Sri Nimal Kumar Samanta, Headmaster, Ghutiari Sharif B M Vidyapith (HS) and an external member in the IQAC, of opening a new YouTube Channel of the college for uploading college-related audio, video, webinars, etc., be approved.

As there was no other agendum to discuss, the meeting ended with a vote of thanks to the chair.

*Srikanta Malakar.*

Dr. Srikanta Malakar

(Coordinator, IQAC)

*Coordinator*  
*IQAC*  
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*Sharmila Chakraborty*  
Dr. Sharmila Chakraborty

(Teacher-in-Charge)

Teacher-In-Charge  
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