



Sammilani Mahavidyalaya

(NAAC ACCREDITED B++)

[AFFILIATED TO CALCUTTA UNIVERSITY]

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Ref.No.....

Date 26.09.2022

Minutes of the first meeting of the IQAC held on Monday, September 26, 2022 at 12 noon 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 June 29, 2022 were read and confirmed.
2. Dr. Srikanta Malakar, Coordinator of the IQAC, reported the progress of AQAR 2021-22 preparation including the status of different criteria. He told that the last date of submission of filled in criteria to the respective coordinator was 31.08.2022. The respective coordinators of the AQAR 2021-22 preparation team expressed their opinion to extend the date of submission of filled in criteria from 31.08.2022 to 30.11.2022 as they have enormous work regarding the closing ceremony of Silver Jubilee Celebration of our college on 12.12.2022.

Resolved unanimously that all the criteria be completed and submitted to the respective coordinators latest by 30.11.2022 in order to ensure timely submission of the AQAR by 31.12.2022.

3. Resolved unanimously that Department-wise orientation programmes regarding the syllabus for the new students of Semester I be conducted in their initial classes, respectively.
4. Resolved unanimously that the necessity of commencement of training/ orientation programme for improving ICT/ computing skills for the students and the faculty members be appreciated and approved; and Dr. Bapan Kumar Maity and Smt. Brototi Mondal, Convener and Co-convener of the Information Technology Resource Management (ITRS) Sub-committee respectively, be requested to initiate the necessary process.
5. The members agreed to the proposal of the Coordinator of IQAC, Dr. Srikanta Malakar regarding the necessity of more collaborations/linkages for Faculty exchange, Student

exchange, Add-on-courses, 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.

6. Regarding the promotion of Dr. Malay Roy, Assistant Professor in Mathematics and Smt. Kasturi Kar, Assistant Professor in History under Career Advancement Scheme (CAS), Dr. Srikanta Malakar, Coordinator of the IQAC, reported that the papers submitted by the two incumbents were thoroughly scrutinised by the Scrutiny Committee of IQAC and also the report of the Scrutiny Committee of IQAC has been forwarded to the Teacher-in-Charge.

Resolved unanimously that the Teacher-in-Charge be requested to take necessary initiative in this regard.

Dr. Srikanta Malakar, Coordinator of the IQAC, reported that papers regarding re-fixation of pay under Career Advancement Scheme (CAS) of Dr. Mrinal Chandra Halder, Assistant Professor in Bengali, was thoroughly scrutinised by the Scrutiny Committee of IQAC and also the report of the Scrutiny Committee of IQAC has been forwarded to the Teacher-in-Charge.

Resolved unanimously further that the Teacher-in-Charge be requested to take necessary initiative in this regard.

Miscellaneous:

- I. Dr. Srikanta Malakar, Coordinator of the IQAC, opined that the Research Subcommittee should be more proactive regarding research activities in different fields. He also suggested that our college should sanction adequate amount to run the research activities internally apart from grant received from UGC or other funding agencies.

Resolved unanimously that the Teacher-in-Charge be requested to take necessary initiative in this regard.

- II. Resolved unanimously that special classes for Value-based education (Ref.: Institutional preparedness for NEP: 3. Skill development) to enrich moral values and

ethics of the students be introduced for the students in online/ offline mode, and Smt. Sangita Dey Sarkar, Associate Professor in Philosophy, be entrusted with the responsibility of planning and executing the programme.

- III. Resolved unanimously that at least one vocational course (Ref.: Institutional preparedness for NEP: 3. Skill development) for all students before graduating from the college, be introduced, and Smt. Sangita Dey Sarkar, Associate Professor in Philosophy, be entrusted with the responsibility of framing and executing the course.
- IV. Resolved unanimously that a short-term course in Sanskrit language (Ref.: Institutional preparedness for NEP: 4. Appropriate integration of Indian Knowledge system) be started for the students of the college in online/ offline mode, and Dr. Sudeshna Basu, Assistant Professor in Sanskrit, be entrusted with the responsibility of framing and executing the said course.
- V. Resolved unanimously that the proposal of Dr. Bapan Kumar Maity, Librarian and the Convener of Information Technology Resource Management (ITRM) Sub-committee regarding the change of domain name of the college website from 'dot org' (.org) to 'dot ac dot in' (.ac.in), be appreciated and approved; and Dr. Maity and Smt. Brototi Mondal, Assistant Professor in Computer Science and Co-convener of the ITRM Sub-committee be requested to complete the necessary process.
- VI. Dr. Srikanta Malakar, Coordinator of the IQAC placed the feedback obtained from students and other stakeholders. Necessary discussion was made on the feedback and a report was prepared on that basis.

Resolved unanimously that the feedback report be accepted and sent to the Governing Body for its approval.

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


Dr. Srikanta Malakar

(Coordinator, IQAC)
Coordinator
IQAC

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