



Internal Quality Assurance Cell

Sudhiranjan Lahiri Mahavidyalaya

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Dr.Sarojendra Nath Kar

Chairman

Ref.No: SRLM/IQAC/04/2018

Dr. Somnath Bandyopadhyay

Coordinator

Date: 20.12.2018

Proceedings of the Meeting of the Internal Quality Assurance Cell (IQAC), Sudhiranjan Lahiri Mahavidyalaya, Majdia, Nadia, West Bengal held on 20.12.2018 at 1.00 pm in the IQAC Office (Charles Babage Kaksha) within the College premises:

Members present:

1. Sd/- Dr.Sarojendra Nath Kar ;
2. Sd/-Dr.Sanjoy Sarkar;
5. Sd/- Dr.Somnath Bandyopadhyay
3. Sd/- Arindam Chakraborty;
6. Sd/- Shubhaiyu Chakraborty;
7. Sd/- Manasi Maiti;
8. Sd/- Sanat Kumar Biswas;
9. Sd/- Arup Biswas;
10. Sd/-Abhijit Mohanto

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Dr.Sarojendra Nath Kar, Principal & Chairman , IQAC assumed the chair and presided over the meeting.

Agenda No:1: To read and confirm proceedings of the meeting held on 26.05.2018:

The Proceedings of the meeting of the IQAC held on **26.05.2018** were tabled for discussion. After discussion resolved that the Proceedings of the meeting of the IQAC held on **26.05.2018** be confirmed. In course of the decision following points were raised:

- i) Academic calendar for the session 2018-19 is yet to be published and now at tender stage;
- ii) Budget estimate of Rs.30,000(INR thirty thousand only) for installation of Google App has been obtained from Creative Mart Technology. Resolved that the matter be entrusted to Sri Sanat Kumar Biswas, Librarian and the financial approval the matter be referred to the Governing Body.

Agenda No.2: To approve Annual Quality Assessment Report-2017-18:

The matter was tabled for discussion. The coordinator, IQAC placed a draft Annual Quality Assessment Report for the year 2017-18 as per new format. After discussion resolved that the Annual Quality Assessment Report for the year 2017-18 be approved and be submitted to the NAAC immediately.

Agenda No: 3: To finalize the date for Annual Day Observation cum Annual Prize Distribution Ceremony for the year 2017-18:

The matter was tabled for discussion. After discussion resolved that Annual Day cum Annual Prize Distribution Ceremony for the year 2017-18 be held on 29.12.2018 and the Principal be requested to instruct his office to issue notification for the same immediately.

Further resolved that inauguration of newly renovated central library and the college website be held on the day of Annual Day Programme.

Agenda No.4: To start the process the accreditation for cycle 3:

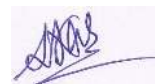
The matter was tabled for discussion. The Coordinator, IQAC reported that the existing Accreditation will be expired on 02.03.2020 and as per NAAC Guideline the process of accreditation for 3rd cycle is to be initiated from 02.09.2019. After discussion resolved that the preparation for the same be immediately initiated and for ensuring the same it was also resolved that:

- i) A workshop for the same be held during last week of January in collaboration with any NAAC accredited 'A' grade College and with resource person nominated by the Honourable Vice-Chancellor, University of Kalyani. All the teacher-members of IQAC will present a SWOT analysis of his/her allotted criterion as per decision of the IQAC in its meeting held on 03.02.2018.
- ii) For ensuring online Student Satisfaction Survey as per NAAC guideline a web portal be opened and budget estimate for the same of Rs.6000 has been obtained from Creative Mart Technology and the same be referred to the Governing Body for financial approval.
- iii) For ensuring online Student Satisfaction Survey as per NAAC guideline a meeting with the representatives of feeder schools be held for requesting to ensure personal email id of all the incoming UG 1st year students.
- iv) Sudhiranjan Lahiri Mahavidyalaya whats app group be opened subject to approval of the Governing Body.
- v) One Yoga Training Course be introduced as add on course from the next academic session and Sri Asit Tarafder, Contractual Lecturer in Physical Education be requested to act as the internal supervisor for the same.

Agenda No.5: Miscellaneous:

- a) Regarding Career Advancement of Dr.Sanjoy Sarkar , Assistant Professor in Sociology resolved that the matter be referred to the Governing Body to initiate the same;
- b) Regarding Career Advancement of Smt.Manasi Maiti, Assistant Professor in Philosophy resolved that the necessary papers be prepared by 31.12.2018.
- c) Regarding the proposal for career oriented course as per recommendation of the NAAC Peer Team resolved that a proposal for opening BBA course be sent to Maulana Abul Kalam University of Technology.

The meeting was ended with vote of thanks to the chair.



(Dr.Sarojendra Nath Kar)
Principal & Chairman
Internal Quality Assurance Cell

Follow up actions:

Agenda No 2: Annual Quality Assessment Report for the year 2017-18 was duly submitted to NAAC on 25.12.2018.

Agenda No.3: Annual Day cum Annual Prize Distribution Ceremony was duly held on 29.12.2018.

Agenda No.4: i)Preparation of assessment and accreditation for 3rd cycle was duly initiated.

ii) Proposal for online Student Satisfaction Survey was duly approved by the Governing Body.



(Dr.Sarojendra Nath Kar)
Principal & Chairman
Internal Quality Assurance Cell