

# Surya Sen Mahavidyalaya

NAAC ACCREDITED

A Multi Stream Govt. Aided College & Recognised by  
UGC u/s 2(f) & 12(b)

(Affiliated to University of North Bengal)

## IQAC

(Internal Quality Assurance Cell)



ESTD.1998  
ISO9001:2015

### Minutes and resolutions of the 38th IQAC Meeting held on 26.08.2023

The 38th meeting of the IQAC is held today, on 26.08.2023, at 12 noon, in the IQAC room to discuss the notified agenda.

#### Agenda:

1. Confirmation of the resolutions of the previous meeting held on 15.05.2023
2. Academic / Extracurricular plan of departments and cells
3. Preparation of Academic Calendar
4. To frame a strategy in view of the introduction of FYUGP
5. Review of preparedness for SSR for cycle 2
6. Miscellaneous

#### Members Present:

1. Dr. Pranab Kumar Mishra, Principal, Chairperson
2. Dr. Arnab Baul, Associate Professor, Dept of English
3. Dr. Romyani Goswami, Associate Professor, Dept of Physics
4. Dr. Suphal Biswas, Associate Professor, Dept of Bengali
5. Dr. Aniruddha Palit, Associate Professor, Dept of Mathematics
6. Sri Sujay Chakrabarti, Assistant Professor, Dept of Commerce
7. Dr. Bhawna Rai, Assistant Professor, Dept of History
8. Dr. Ananya Guha Roy, G.B. Representative
9. Sri Biswajit Purohit, Head Clerk
10. Ms. Paushali Sarkar, Student Representative
11. Sri Biswajay Chanda, Alumni Assn representative
12. Dr. Bablee Mandal, Coordinator

#### MINUTES

At the outset, the Coordinator of the IQAC welcomed all the members to the meeting. The chairman, Dr. P. K. Mishra, informed all the members present that Prof. (Dr.) Debabrata Mitra tendered his resignation due to his appointment as Vice Chancellor of Dakshin Dinajpur University (Balurghat), and it was accepted by everyone in the meeting. The chairman nominated Prof. Ranjita Chakraborty, Professor, Department of Political Science and Director, IQAC, University of North Bengal, as the new member of IQAC representing the local society. All the members present heartily approved of his choice.

All the members present thereafter participated in the discussion concerning the various notified agendas, and the following resolutions were taken.

#### Agenda 1:

Confirmation of the resolutions of the previous meeting held on 15.05.2023

**Resolution:**

All the resolutions adopted in the 37th meeting held on 15.05.2023 were unanimously confirmed.

**Agenda 2:****Academic / Extracurricular plan of departments and cells****Resolution:**

The coordinator placed before the members the various plans submitted by the different departments and Cells / Committees for approval. The plans were discussed in detail and the following resolutions were adopted.

**Bengali**

| Sl No. | Schedule                | Event   |
|--------|-------------------------|---|
| 1.     | 26/09/2023              | Bidyasagar janmo jayanti  |
| 2.     | September 2023          | <ul style="list-style-type: none"> <li>Add-on Course</li> <li>Class test for Sem I, III &amp; V</li> </ul>                  |
| 3.     | October/ November 2023  | 4 Faculty Exchange programmes   |
| 4.     | November 2023           | <ul style="list-style-type: none"> <li>Students Seminar presentation</li> <li>Internal Exam</li> </ul>                      |
| 5.     | November/ December 2023 | National/ International Seminar   |
| 6.     | 21/02/2024              | Matrivasha Dibos  |
| 7.     | February/ March 2024    | <ul style="list-style-type: none"> <li>4 Faculty Exchange programmes</li> <li>National/ International Seminar</li> </ul>    |
| 8.     | 7/05/2024               | Rabindra Jayanti  |
| 9.     | May 2024                | Add- on- Course   |
| 10.    | June 2024               | <ul style="list-style-type: none"> <li>Students Seminar presentation</li> <li>Class test for Sem II, IV &amp; VI</li> </ul> |

**Suggestion:** The Student Seminar and class test proposed in June 2024 has to be postponed as the Semester end examination is likely to commence in the 1st week of June. The rest of the plans were approved.

**Chemistry**

| Sl. No. | Schedule            | Event   |
|---------|---------------------|---|
| 1.      | August 2023 onwards | Weekly news reading on Developments in Material Science   |
| 2.      | August 2023         | Poster presentation on the Life and Works of Ernest Rutherford on the eve of his Birthday   |
| 3.      | October 2023        | <ul style="list-style-type: none"> <li>Wall magazine on Life and Works of Hermann Fischer on the eve of his Birthday</li> <li>Seminar Presentation of Sem (III) and (V) Honours Students</li> </ul> |

|    |               |   |
|----|---------------|---|
| 4. | November 2023 | Visit to the University of North Bengal for the students of Sem I Chemistry Major to have first-hand knowledge about vermicomposting  |
| 5. | January 2024  | <ul style="list-style-type: none"> <li>• Visit to University of North Bengal Sem VI Chemistry (H) - orientation about the functioning of various Spectroscopic instruments</li> <li>• Add-on Course for all Science students</li> </ul> |
| 6. | February 2024 | Proposal of a quiz contest on the eve of National Science Day   |
| 7. | March 2024    | Seminar Presentation of Sem (IV) and (VI) Honours Students  |
| 8. | April 2024    | Industrial Visit of Sem VI (H) +(P)   |

**Suggestion:** The department should take the initiative to organize a faculty exchange program with other institutions. The other proposals were approved.

#### Commerce

| Sl. No. | Schedule                 | Event  |
|---------|--------------------------|--|
| 1.      | August 2023              | Wall Magazine on Start-up Business   |
| 2.      | August to September 2023 | Online Certification program on Banking, Finance and Insurance   |
| 3.      | September 2023           | <ul style="list-style-type: none"> <li>• Seminar / Webinar on Systematic Investment Plan</li> <li>• Awareness Program on Gender Sensitization</li> </ul>   |
| 4.      | October 2023             | <ul style="list-style-type: none"> <li>• Seminar / Webinar on Impact of Artificial Intelligence on Student Life</li> <li>• Workshop on Mahindra Pride Classroom</li> <li>• Faculty Exchange with Dept of Economics, SSM</li> </ul> |
| 5.      | November 2023            | <ul style="list-style-type: none"> <li>• Workshop on SPSS, AMOS-SEM</li> <li>• Student seminar presentation for Sem V (H)</li> </ul>   |
| 6.      | January 2024             | <ul style="list-style-type: none"> <li>• Workshop on Corporate Law</li> <li>• Wall Magazine on An Overview of Employee Welfare</li> </ul>  |
| 7.      | February 2024            | <ul style="list-style-type: none"> <li>• Faculty Exchange Program with Dept. of Sociology, SSM</li> <li>• Awareness Program on Environmental Issues</li> </ul>   |
| 8.      | February to March 2024   | Internship in collaboration with Banks, Industries, and Cooperative Organizations for selected students  |
| 9.      | March 2024               | <ul style="list-style-type: none"> <li>• Awareness Program on Hygiene</li> <li>• Student seminar presentation for Sem VI (H)</li> </ul>  |

|     |            |                                |
|-----|------------|--------------------------------|
| 10. | April 2024 | Industrial Visit for Sem VI(H) |
|-----|------------|--------------------------------|

**Suggestion:** The department should take the initiative to organize an inter-college faculty exchange program in addition to their proposed inter-departmental faculty exchange program. The other proposals were approved.

### Computer Science

| Sl. No. | Schedule                | Event  |
|---------|-------------------------|--|
| 1.      | December 2023           | Add on Course  |
| 2.      | January 2024            | Two Invited Lectures   |
| 3.      | January / February 2024 | Two Student Centric Seminars   |
| 4.      | February 2024           | Coding Competition   |
| 5.      | March 2024              | <ul style="list-style-type: none"> <li>One Faculty Exchange Program</li> <li>Quiz Competition</li> </ul> |

**Suggestion:** The proposed add-on course should be preponed or postponed as the semester-end examinations are likely to begin in the 1st week of December. The department should take the initiative to organize inter-college faculty exchange programs. The rest of the proposals were approved.

### Economics

| Sl No. | Schedule                | Event  |
|--------|-------------------------|--|
| 1.     | August to November 2023 | 4 Faculty Exchange Program   |
| 2.     | September 2023          | Poster presentation  |
| 3.     | November 2023           | <ul style="list-style-type: none"> <li>Wall Magazine</li> <li>Student-centric Seminar presentation of Sem I</li> </ul> |
| 4.     | January to May 2024     | 3 Faculty Exchange Program   |
| 5.     | February/March 2024     | <ul style="list-style-type: none"> <li>Wall Magazine</li> <li>State Level Seminar</li> </ul>                           |
| 6.     | May 2024                | Student Centric Seminar  |

**Suggestion:** The faculty exchange program should include teachers from other institutions. The rest of the proposed activities were approved.

### Education

| Sl No. | Schedule | Event |
|--------|----------|-------|
|--------|----------|-------|

|    |                                |   |
|----|--------------------------------|---|
| 1. | September 2023                 | <ul style="list-style-type: none"> <li>● Poster Presentation</li> <li>● Faculty Exchange Program</li> </ul> |
| 2. | October 2023                   | Student Centric Seminar   |
| 3. | November 2023 to February 2024 | Invited talk  |
| 4. | December 2023                  | Faculty Exchange Program  |
| 5. | January 2024                   | Add-on Course   |
| 6. | March 2024                     | Wall Magazine   |
| 7. | 2023-24 session                | State/National Level Seminar  |

**Suggestion:** Faculty exchange or invited talk should include teachers from other institutions. The department should organise a seminar on current problems in education after the introduction of NEP. The rest of the proposed activities were approved.

### English

| Sl No. | Schedule       | Event   |
|--------|----------------|---|
| 1.     | August 2023    | Orientation of 1st-semester students by the ex-students   |
| 2.     | September 2023 | <ul style="list-style-type: none"> <li>● One day-Workshop on Interpretation of Poetry</li> <li>● Language Learning Centre (LLC) orientation Program</li> <li>● Two-day-Workshop on Translation</li> </ul> |
| 3.     | October 2023   | <ul style="list-style-type: none"> <li>● Intra-Departmental Debate Competition</li> <li>● Departmental News-Letter</li> </ul>   |
| 4.     | November 2023  | Career Awareness Program  |
| 5.     | January 2024   | <ul style="list-style-type: none"> <li>● Book Club Workshop</li> <li>● Wall Magazine</li> <li>● Oracle publication</li> </ul>   |
| 6.     | February 2024  | <ul style="list-style-type: none"> <li>● National/International Seminar</li> <li>● Language Centre Workshop</li> </ul>  |
| 7.     | March 2024     | <ul style="list-style-type: none"> <li>● Student Centric Seminar &amp; Invited talk</li> <li>● Newsletter</li> </ul>  |
| 8.     | April 2024     | Short Term Course for Students  |
| 9.     | May 2024       | <ul style="list-style-type: none"> <li>● Career Oriented Program</li> <li>● Film Screening &amp; Workshop</li> </ul>  |

**Suggestion:** The department should think of organizing an add-on course for students instead of their proposed short-term course. The rest of the proposals were approved.

### Environmental Studies

| Sl No. | Schedule | Event |
|--------|----------|-------|
|--------|----------|-------|

|    |                                       |                          |
|----|---------------------------------------|--------------------------|
| 1. | September - October 2023 / April 2024 | Faculty exchange program |
| 2. | September 2023                        | Student-centric seminar  |
| 3. | October 2023                          | Invited talk             |
| 4. | February 2024                         | Poster presentation      |
| 5. | March 2024                            | Wall magazine            |

**Suggestion:** The department should take the initiative of organizing the World Environment Day on 05.06.24 involving the students and staff of the college. It was suggested that the department should take the initiative to organize workshops/state or national-level seminars on burning environmental issues. The rest of the proposals were approved.

### Geography

| Sl No. | Schedule                | Event  |
|--------|-------------------------|--|
| 1.     | August - September 2023 | Invited Talk   |
| 2.     | October 2023            | <ul style="list-style-type: none"> <li>● Perception survey on Natural Hazard by 5th Semester programme students</li> <li>● Survey of a Local River by 3rd &amp; 5th Semester (H) Students</li> </ul> |
| 3.     | January 2024            | Preparation of College Campus Map in Q- GIS Software by 5th Semester Honours Students  |
| 4.     | February 2024           | <ul style="list-style-type: none"> <li>● Publication of a Survey report-based E-Magazine</li> <li>● Survey by 5th &amp; 3rd Semester Students</li> <li>● Field Work</li> </ul>                       |
| 5.     | March 2024              | <ul style="list-style-type: none"> <li>● Inter-departmental lecture given by SSM faculties</li> <li>● Student's seminar</li> </ul>   |
| 6.     | April 2024              | Exhibition of Chart & Model by 1st, 3rd & 5th Students   |

**Suggestion:** The department should think of organizing inter-college faculty exchange in addition to inter-departmental lectures. The rest of the proposals were accepted.

### Hindi

| Sl No. | Schedule       | Event  |
|--------|----------------|--|
| 1.     | September 2023 | Hindi Divas  |
| 2.     | November 2023  | <ul style="list-style-type: none"> <li>● Student Centric Seminar</li> <li>● Wall Magazine</li> </ul> |
| 3.     | February 2024  | Drama  |

**Suggestion:** The department may consider postponing their seminar to March 2024 as it might not get enough time after the college reopens after the Puja Vacation and the commencement of the Semester end examination. Clarification is needed regarding the ‘drama’ of serial 3. Moreover, literary competitions among students should be a part of Hindi Divas observation. The other proposals were accepted.

### History

| Sl No. | Schedule                     | Event   |
|--------|------------------------------|---|
| 1.     | September 2023 & May 2024    | 2 student-centric seminars  |
| 2.     | September / October 2023     | Museum visit for 3rd Semester   |
| 3.     | December 2023 / January 2024 | Wall magazine ‘Shakabda’ Vol-VII  |
| 4.     | February 2024                | Faculty exchange program  |
| 5.     | March 2024                   | Add on course   |
| 6.     | April 2024                   | <ul style="list-style-type: none"> <li>• Group Discussion</li> <li>• Study tour for 4th-Semester</li> </ul> |

**Suggestion:** It was suggested that the department can think of organizing invited talks and faculty exchange programs must be at the inter-college level. The rest of the proposals were accepted.

### Mathematics

| Sl No. | Schedule           | Event  |
|--------|--------------------|--|
| 1.     | September 2023     | Invited Lecture for 1st, 3rd and 5th semester Hons / Major students                  |
| 2.     | October 2023       | Student-centric seminar for 3rd semester Honours                                     |
| 3.     | 22nd December 2023 | Observation of National Mathematics Day  |
| 4.     | March 2024         | Workshop on technical Scientific writing skills for students of 6th Semester honours |
| 5.     | April 2024         | Second Volume of Wall Magazine “MathMinds”   |

**Suggestion:** The department should take the initiative to organize a faculty exchange program with other institutions. They may also consider a study tour, if possible. The other proposals were approved.

### Political Science

| Sl No. | Schedule            | Event  |
|--------|---------------------|--|
| 1.     | August 2023         | Movie screening (documentary)  |
| 2.     | September 2023      | 1. Invited lecture on “Global Politics”<br>2. Faculty Exchange Program for 3rd-semester students |
| 3.     | October 17-19, 2023 | 3 days International Seminar on Research Methodology   |



|     |               |  |
|-----|---------------|--|
|     |               | in Social Sciences: Relevance of Ancient Indian Discourses in the Contemporary Context.                                    |
| 4.  | November 2023 | Students Seminar   |
| 5.  | December 2023 | Extra classes/revision   |
| 6.  | January 2024  | Movie screening (documentary)  |
| 7.  | February 2024 | 1. Faculty Exchange Programme<br>2. Mentor – Mentee Programme  |
| 8.  | March 2024    | Invited lectures on “Democratic and Legal Awareness”   |
| 9.  | April 2024    | 1. Special Class on Slow Learners of the department<br>2. Wall Magazine “Gyanannewshan”<br>3. Student Colloquium Programme |
| 10. | May 2024      | Value added Course on “Grass Root Democracy in India: Special emphasis on Panchayati Raj Institution of West Bengal”.      |
| 11. | June 2024     | Extra classes/ special classes/revision  |

**Suggestion:** The schedule proposed for organizing the international seminar in October '23 needs to be reconsidered as it falls under Puja Vacation. Extra classes/revisions scheduled in December and June need to be preponed for the likely commencement of the semester-end examination in the 1st week of both these months. The Department should also organize the observance of Constitution Day on 26th November 2023. The rest of the proposals are approved.

#### Physics

| Sl No. | Schedule       | Event   |
|--------|----------------|---|
| 1.     | August 2023    | Orientation Program for newly admitted students regarding syllabus and course structure                                   |
| 2.     | September 2023 | <ul style="list-style-type: none"> <li>Parent Teacher Meeting</li> <li>Mentor-Mentee Program for SEM V</li> </ul>         |
| 3.     | November 2023  | <ul style="list-style-type: none"> <li>Mentor-Mentee Program for SEM III</li> <li>Students Seminar for SEM III</li> </ul> |
| 4.     | December 2023  | Mentor-Mentee Program for SEM I   |
| 5.     | January 2024   | <ul style="list-style-type: none"> <li>Wall Magazine</li> <li>Study Tour</li> </ul>                                       |
| 6.     | February 2024  | Students Seminar for SEM V  |
| 7.     | May 2024       | Invited Lecture   |

**Suggestion:** The Mentor-Mentee program as proposed by the department, has to be reordered starting from Sem I, then Sem III, and finally Sem V, and the programs need to be completed by November due to the likely commencement of semester-end examination in the 1st week of December. The department should also consider organizing inter-college faculty exchange programs. The rest of the proposals were accepted.



## Sociology

| Sl No. | Schedule                    | Event  |
|--------|-----------------------------|--|
| 1.     | Throughout the session      | Continuous evaluation for Hons.  |
| 2.     | September 2023              | <ul style="list-style-type: none"><li>• Student Centric Seminar</li><li>• Publication of wall Magazine</li></ul> |
| 4.     | September 2023 & April 2024 | Group Discussion   |
| 5.     | October 2023 & May 2024     | Viva for Program Course  |
| 6.     | January 2024                | <ul style="list-style-type: none"><li>• Faculty Exchange Program</li><li>• Add on Course</li></ul>               |
| 8.     | February 2024               | Poster Presentation  |
| 9.     | March 2024                  | Outreach Program   |
| 10.    | April 2024                  | Fieldwork  |

**Suggestion:** The members asked the department to clarify if the proposed group discussion and viva are a part of continuous assessment. If yes, the department is advised to opt for a mode of assessment that can be documented. If not, the department may go ahead with proposed programs to hone the student's skills in these areas.

The department is also asked to mention the proposed semesters for the outreach program and fieldwork.

It was further resolved that all the departments should take the initiative to organize faculty exchange and student exchange programs with the institutions having MoU with our college in this regard.

## Alumni Association

| Sl No. | Schedule                   | Event   |
|--------|----------------------------|---|
| 1.     | 1st September 2023 onwards | Free Self defence course for the female students                                |
| 2.     | 1st September 2023 onwards | Free Kabaddi Training for the students  |
| 3.     | 1st week of September 2023 | Donate a Sound system for KCPMH   |
| 4.     | 2nd Week of November 2023  | Organize a Medical Camp   |
| 5.     | 2nd week of January 2024   | To provide financial assistance to Central Library of SSM for purchase of books |

**Suggestion:** It was suggested that instead of the Central Library, financial assistance may be provided to the book bank. The rest of the proposals were appreciated and approved.

## Cultural Committee

| Sl No. | Schedule | Event |
|--------|----------|-------|
|--------|----------|-------|

|     |                                     |   |
|-----|-------------------------------------|---|
| 1.  | 15th August 2023                    | Independence Day Observance   |
| 2.  | 22nd August 2023 -24th August 2023  | Workshop on short Drama   |
| 3.  | 15th September 2023                 | Observance of College Foundation Day  |
| 4.  | 12th September -16th September 2023 | 30 hours Add on Course on – “ Value Education”                                  |
| 5.  | 12th January 2024                   | Birth Anniversary of Swami Vivekananda and Martyrdom Day of Master Da Surya Sen |
| 6.  | 23rd January 2024                   | Birth Anniversary of Netaji Subhas Chandra Bose.                                |
| 7.  | 26th January 2024                   | Republic Day Observance   |
| 8.  | 21st February 2024                  | International Mother Language Day. observance                                   |
| 9.  | February 2024                       | 3-day Workshop on Recitation and Painting                                       |
| 10. | March 2024                          | 5-day Workshop on Song and Dance  |
| 11. | March 2024                          | Birth Anniversary of Master Da Surya Sen.                                       |
| 12. | 9th May 2024                        | Rabindra Jayanti  |

**Suggestion:** Clarification has been sought by IQAC on the proposed 30 hr add-on course on value education as it doesn't fall under the purview of the cultural committee. Further, there is no proposal for the students' literary or cultural competition. The committee can think of organizing competitions on Foundation Day / International Mother Language Day / Rabindra Jayanti / Birth Anniversary of Master Da Surya Sen etc. The rest of the proposals were approved.

#### Disciplinary Cell

| Sl No. | Schedule       | Event   |
|--------|----------------|---|
| 1.     | September 2023 | <i>Orientation Week for New Students:</i><br>To Conduct week-long orientation workshops by the departments to educate new students about the college's code of conduct, rules, and regulations. Principal Sir and a few other faculty members may be key speakers in various departments. |
| 2.     | September 2023 | <i>Talks on Ethics and Values:</i><br>To organise special talks that focus on ethical behaviour, integrity, and personal values. We will Invite guest speakers to discuss real-life scenarios and how to make ethical decisions.  |
| 3.     | October 2023   | <i>Cybersecurity and Digital Etiquette Sessions:</i><br>With the increasing use of technology, the cell would educate students about responsible online behaviour, social media etiquette, and cybersecurity awareness. Experts from the field will be invited as resource persons.       |
| 4.     | January 2024   | <i>Anti-Ragging Campaigns:</i>  |

|    |               |  |
|----|---------------|--|
|    |               | Conduct campaigns against ragging or any form of bullying in collaboration with the Anti-Rragging Cell. This is aimed at raising awareness about the negative consequences of such behaviour and promoting a safe and inclusive campus environment.  |
| 5. | February 2024 | <i>Drug and Substance Abuse Awareness Programs:</i><br>The cell has a plan to organise sessions on the dangers of substance abuse, addiction, and its impact on academic performance and personal well-being. Persons with expertise in the field will be invited, followed by Q & A with the students |

**Suggestion:** It was suggested that the proposed Anti-Ragging Campaigns may be started from September 2023 and not delayed till January 2023. The rest of the proposals were approved.

#### Eco Club

| Sl No. | Schedule          | Event   |
|--------|-------------------|---|
| 1.     | 18 September 2023 | Plantation Drive, within and outside the campus               |
| 2.     | 2nd February,2024 | A Seminar on the importance of Wetland and their conservation |
| 3.     | 22nd April 2024   | Observation of Basundhara Divas                               |
| 4.     | 5th June 2024     | Observation of World Environment Day                          |

**Suggestion:** The proposals were accepted.

#### ICC

| Sl No. | Schedule              | Event  |
|--------|-----------------------|--|
| 1.     | December 2023         | Workshop on Legal Aid and Counselling                  |
| 2.     | January 2024          | Seminar on Women Empowerment                           |
| 3.     | March 2024            | Women's Day Celebration                                |
| 4.     | October/November 2023 | Social Outreach program on Gender Sensitisation        |
| 5.     | April/May 2024        | Workshop on Mental Health and Psychological Counseling |

**Suggestion:** The proposals were accepted.

#### Life Skill and Well-Being Cell

| Sl No. | Schedule               | Event   |
|--------|------------------------|---|
| 1.     | July to September 2023 | 1. Self-defense training<br>2. Training students for seminar presentation |

|    |                          |   |
|----|--------------------------|---|
| 2. | October to December 2023 | 1. 3 days meditation program<br>2. Seminar on emotional skills                            |
| 3. | January to March 2024    | 1. Jewelry-making training<br>2. Workshop on Critical thinking and problem-solving skills |
| 4. | April to June 2024       | 1. First Aid training<br>2. Workshop on self-awareness                                    |

**Suggestion:** The members have asked the Cell for justification of its proposal of training students for seminar presentation and to clarify the proposed seminar on emotional skills. The rest of the proposals were accepted.

#### NCC

| Sl No. | Schedule                 | Event                                     |
|--------|--------------------------|---|
| 1.     | 15th August              | 15th August Parade                        |
| 2.     | 4th November             | ‘NCC’ Day Observation                     |
| 3.     | 26th January             | Republic Day Observation                  |
| 4.     | As Per Govt Notification | Safe Drive Save Life                      |
| 5.     | January 2024             | Clean And Green Movement                  |
| 6.     | 26th July 2024           | Kargil Vijay Diwas - Painting Competition |
| 7.     | February 2024            | Blood Donation Camp                       |

**Suggestion:** NCC Day is observed on the 4th Sunday of November every year. So the proposed “Observation” should be organized accordingly and not on 4th November. The rest of the proposals were accepted.

#### NSS I

| Sl No. | Schedule  | Event                                       |
|--------|---|---|
| 1.     | August 2023   | Tree Plantation Programme in College Campus |
| 2.     | 08.09.2023  | International Literacy Day                  |
| 3.     | 24.09.2023  | Celebration of NSS Day                      |
| 4.     | 07.11.2023  | National Cancer Awareness Day Observation   |
| 5.     | 01.12.2023  | World AIDS Day Observation                  |
| 6.     | 25 <sup>th</sup> to 31 <sup>st</sup> December, 2023 | Special Camp in adopted village             |
| 7.     | 12.01.2024  | National Youth Day 12/01/2024               |
| 8.     | 26.01.2024  | Republic Day Observation                    |

|     |                                  |                                       |
|-----|----------------------------------|---------------------------------------|
| 9.  | 04.02.2024                       | World Cancer Day Observation          |
| 10. | February,2024                    | Blood Donation Camp in College Campus |
| 11. | 07.04.2024                       | World Health Day Observation          |
| 12. | 1 <sup>st</sup> to 15 April 2024 | Swachh Bharat Abhiyan                 |
| 13. | 08.05.2024                       | Thalassemia Day Observation           |
| 14. | 05.06.2024                       | World Environment Day Celebration     |

**Suggestion: The proposals were accepted.**

## NSS II

| Sl No. | Schedule             | Event   |
|--------|----------------------|---|
| 1.     | Throughout the year, | Literacy Mission at Adopted village Jabravita   |
| 2.     | End of August 2023   | Orientation of New Volunteers   |
| 3.     | 09.08.23 to 15.08.23 | Meri Matti Meri desh plantation of 75 saplings  |
| 4.     | 16.08.23 to 20.08.23 | Mitti Kalash, Ministry of Youth Affairs<br>Prabhat Pheries, Ministry of Youth Affairs |
| 5.     | 25.08.23             | Marathon as instructed by RRC   |
| 6.     | 27.08.23 to 31.08.23 | Final Program on Meri Mitti Meri Desh, Ministry of Youth Affairs and Sports           |
| 7.     | 01.09.23 to 07.09.23 | Poshan week   |
| 8.     | 24th September 2023  | NSS Day – Blood donation Camp or cleaning Program                                     |
| 9.     | 01.12.23 to 07.12.23 | AIDS Week   |
| 10.    | 25.12.23 to 31.12.23 | Special camp  |
| 11.    | 26.01.24             | Republic Day  |
| 12.    | April 2024           | Thalassemia Program   |
| 13.    | June 2024            | Plantation  |

**Suggestion: The proposals were accepted.**

## R & D Cell

- Rostra Lectures will be organized according to the following tentative schedule

| Sl No. | Date & Time         | Faculty                | Topic   |
|--------|---------------------|------------------------|---|
| 1.     | 04.08.23<br>3.00 pm | Bhaswati Bhattacharjee | Shades of Water: A Threat to Human Civilization |
| 2.     | 19.08.23<br>2.00 pm | Payel Dey Sen          | Key of Learning                                 |

|    |                     |                               |  |
|----|---------------------|-------------------------------|--|
| 3. | 19.08.23<br>2.30 pm | B. Aakash Rao                 | Hindi Sahitya Ka Itihas Vishesh Sandarbh:<br>Adhunik Kaal            |
| 4. | 09.09.23<br>2.00 pm | Sima Barman                   | Application of Numerical Patterns in Daily Life                      |
| 5. | 09.09.23<br>2.30 pm | Arkoprava Mitra               | Mission Chandrayaan: Technological<br>Challenges and Triumphs        |
| 6. | 29.09.23<br>2.00pm  | Biswajit Kar                  | Rethinking on the Adverse Possession issue of<br>Jalpaiguri District |
| 7. | 29.09.23<br>2.30 pm | Sattaki Sarkar                | Introduction to AI   |
| 8. | 13.10.23<br>2 pm    | Dr. Tirthankar<br>Chakraborty | Multiculturalism   |
| 9. | 13.10.23<br>2.30 pm | Sanchita Das                  | Decoding The Gita: India's Book of Answers                           |

**Suggestion:** The proposals were accepted. Further the members of IQAC have requested Dr. Baul to present a lecture on experiential learning. Dr. Baul has agreed to it. Dr Rai is requested to kindly arrange a special lecture on behalf of R & D Cell in consultation with Dr. Baul.

#### Student Support and Placement Cell

| Sl No. | Schedule               | Event  |
|--------|------------------------|--|
| 1.     | August 2023            | Programme by Carreograph to open the vista<br>of career opportunities in the field of Medical<br>Representatives of Pharmaceutical companies |
| 2.     | September 2023 onwards | Skill Development and career oriented<br>programme by WEBEL  |
| 3.     | September 2023         | Program on Aviation and Hospitality by<br>Frankfinn  |
| 4.     | Sept. 2023             | Career Opportunity Programme by the NIIT   |

**Suggestion:** The proposals were accepted.

#### Women's Cell

| Sl No. | Schedule                       | Event   |
|--------|--------------------------------|---|
| 1.     | October/November 2023          | Social Outreach program to aid destitutes                   |
| 2.     | December 2023/ January<br>2024 | Seminar on Women Empowerment and<br>opportunities for women |
| 3.     | March 2024                     | Women's Day Celebration                                     |
| 4.     | January/February 2024          | Outdoor gender sensitisation program                        |
| 5.     | April 2024                     | Program on Health and Hygiene                               |
| 6.     | May/June 2024                  | Program on Environmental hazards and role of<br>Women       |

**Suggestion:** The Cell must organize in-house gender sensitization programs for all the students of



our college in addition to their proposed outdoor gender sensitisation program. The rest of the proposals were accepted.

#### **Agenda 2: Preparation of Academic Calendar**

##### **Resolution:**

Dr. Bhawna Rai who was entrusted to prepare the draft of the Academic calendar of the session 2023-24 placed it in the meeting. After a few minor corrections, the draft was approved and it was resolved to forward it to the Website Committee Convenor to be displayed in the website.

#### **Agenda 3: To frame a strategy in view of introduction of FYUGP**

**Resolution:** The chairman of the committee informed the house that NEP has been implemented from the session 2023-24 as per the affiliating university's guidelines with a single major, as a Four Year Undergraduate Program (FYUGP), and the faculties of all the departments are continually orienting the students regarding the NEP structure. He also informed the house that he is keeping track of the progress of the new system through regular Academic Committee meetings. The members present expressed satisfaction at this.

#### **Agenda 4: Review of preparedness for SSR for cycle 2**

##### **Resolution:**

It was resolved that as the academic session 2022-23 has concluded with the declaration of the sixth-semester results, the members responsible for the seven criteria should begin to take the initiatives for preparing the draft SSR.

#### **Agenda 5: Miscellaneous**

##### **Resolution:**

1. Resolved that the student's attendance in the major and core course classes should be notified on the departmental notice board every month.
2. Resolved that the IQAC will prepare a format and circulate it to the Departments and Cells for submitting the monthly report for departmental activities of every month within the 7th of the next month.
3. Based on a complaint regarding library services from Ms. Paushali Sarkar, the student representative, it was resolved that the Chairman, Dr. P. K. Mishra will ask the library committee to modify the library rules regarding book lending to make it more student-friendly. It was also resolved that the librarian should take the initiative to circulate information regarding various facilities available to the students.

Since there was no further agenda for discussion, the meeting ended with thanks to the chair.

Chairperson  
IQAC

Coordinator  
IQAC