



# SURENDRANATH EVENING COLLEGE

[Established in 1961]

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(NAAC Re-accredited in 2016)



## IQAC-Meetings

### Action Taken Report 2020-2021

Plan of Action	Action Taken
Encouraging and motivating the departments to prepare the lesson plans and routine for online teaching to combat the COVID-19 situation.	Following the directives of the IQAC all the departments focussed on preparation and execution of lesson plans and online class routine for smooth running of the process.
To continue preparation for the NAAC assessments.	The NAAC Committee along with separate groups for each criterion was given specific work and regular discussions were held with Principal and IQAC & data and documents duly collected for the preparation of AQAR and SSR.
To upload AISHE Data within the stipulated time	The AISHE Data was uploaded within the stipulated time limit, on 28/02/2022.
IQAC give emphasis on Research and Publications for the faculties to improve their research abilities.	Under the able guidance and constant motivation of the IQAC faculties are involved in research activities apart from teaching as much as possible. 2 research projects are ongoing alongwith many publications by the faculties in various journals of repute.
Regular monitoring to complete all pending CAS cases.	Career Advancement Scheme files of teachers were processed regularly with the constant support of IQAC.
Necessary steps for smooth running of online examinations.	As instructed by the IQAC, the examination committee introduced online examination portal for question paper uploading in the college website from which the students can get their question paper for online exams. The HODs of all departments generated specific mail-ids for the receipt of answer scripts from the students for online evaluation process.
Organisation of webinars.	Various webinars were organized by IQAC in association with other departments as follows: i) 3 State Level webinars by the Department of Philosophy, Department of Bengali, Department of History; ii) 3 International webinars by the Department of Chemistry, Department of Computer Science, Department of Electronics Science and iii) 1 National Level webinar by the Department of Physics.

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