



# SURENDRANATH EVENING COLLEGE

[Established in 1961]

24/2, MAHATMA GANDHI ROAD, KOLKATA - 700 009  
Phone : 2350-0261, E-mail : snevening@ymail.com  
Website : www.surendranatheveningcollege.com




## NOTICE

Dated: 2<sup>nd</sup> July, 2020

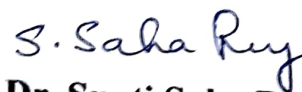
A meeting of the IQAC of Surendranath Evening College will be held on 09.07.2020 (Thursday) at 4 p.m. in the Principal's chamber to discuss about the following agendas given below. All members are requested to attend the meeting positively.

Agenda:

1. Confirmation of the proceedings of the previous meeting.
2. To discuss about conducting the online mode of examination during this COVID-19 pandemic situation.
3. Discussion on online-mode of teaching as per UGC guidelines.
4. Preparation of routine as per the provision of online classes and to submit it to the Bikash Bhavan.
5. Conducting webinars on online platform.
6. Miscellaneous.

  
Shri Debapriya Sanyal  
Coordinator, IQAC

IQAC Coordinator  
Surendranath Evening College  
Kolkata-9

  
Dr. Supti Saha Roy  
Chairperson, IQAC

Teacher-in-Charge / Secretary  
Surendranath Evening College  
Kolkata-700009

# MEETING RESOLUTION BOOK

মিটিং-এর ক্রমিক সংখ্যা/Serial No. of Meeting :

মিটিং-এর তারিখ/Date of Meeting : ০৭.০৭.২০২০

মিটিং-এর স্থান/Venue of Meeting : Principals' Chamber

মিটিং-এর সময়/Time of Meeting : 4 pm

উপস্থিত সভ্যগণের নাম/Name of Members Present

১/১. S. Saha Roy	৯/৯. Alan	১৭/১৭.
২/২. Debaprasad	১০/১০.	১৮/১৮.
৩/৩. Shival	১১/১১.	১৯/১৯.
৪/৪. add	১২/১২.	২০/২০.
৫/৫. Tapas K. Paice ০৭.০৭.২০	১৩/১৩.	২১/২১.
৬/৬. Ummalata	১৪/১৪.	২২/২২.
৭/৭. Bay	১৫/১৫.	২৩/২৩.
৮/৮. Md. Atique.	১৬/১৬.	২৪/২৪.

ক্রমিক সংখ্যা  
Serial No.

রেজল্যুশন/RESOLUTIONS ADOPTED



# SURENDRANATH EVENING COLLEGE

[Established in 1961]

24/2, MAHATMA GANDHI ROAD, KOLKATA - 700 009

Phone : 2350-0261, E-mail : snevening@ymail.com

Website : www.surendranatheveningcollege.com



## Proceedings of the IQAC Meeting held on 09.07.2020

1. The Coordinator Shri Debapriya Sanyal read out the proceedings of the last meeting held on 09.01.2020 and it was duly confirmed by all the members.
2. As directed by the University of Calcutta due to this pandemic situation all the academic activities will be in online mode we will have to take the upcoming examinations accordingly. It is resolved that teachers have to upload the question papers in the college website and email id will be provided to the students where they have to submit their answer scripts within the stipulated time period.
3. TIC instructed the IQAC to ask the examination committee to make themselves equipped in this online examination mode as soon as possible and also to conduct workshops to make all the teachers aware of this mode.
4. Separate routine for online classes should be prepared by each of the department within 7 days and classes should be taken via Google Meet or Zoom online platform. In the routine the whatsapp number of the HOD of each department should be given so that the students can communicate and get added in their respective class groups.
5. TIC requested IQAC to teach all the teachers about taking online classes by arranging some online classes.
6. Since in this situation it is not possible to conduct offline seminars with a huge gathering so IQAC instructed the Dept. of Bengali to conduct webinar in online platform.
7. Many other departments like the Dept. of Chemistry, Dept. of Physics, Dept. of History, Dept. of Computer Science, Dept. of Electronics and Dept. of Library already shown interest to conduct webinars. It is resolved that all the webinars should be done in collaboration with the IQAC.
8. It is discussed that a honorarium will be given to the Resource person of the webinars from the college fund and the amount will be fixed after being passed by the Finance Committee.
9. Online feedback system should be done developing software specially for it, with unique identification number and OTP.
10. The IQAC Coordinator presented the activities of IQAC during 2019-20.

*S. Saha Ray*  
Teacher-in-Charge / Secretary  
Surendranath Evening College  
Kolkata-700009