



SURENDRANATH EVENING COLLEGE

[Established in 1961]

Affiliated to the University of Calcutta

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

Phone : 033 2985-9011, E-mail : snevening@ymail.com

Website : www.surendranatheveningcollege.com

(NAAC Re-accredited in 2016)



IQAC-Meetings

Action Taken Report 2019-2020

Plan of Action	Action Taken
Organization of seminars and webinars by different departments	One international seminar was organized by Dept of Commerce on 27.02.2020 and one webinar during the lockdown period on 31.05.2020 to promote ICT enabled Teaching Learning Process.
To upload AISHE Data within the stipulated time	The AISHE Data was uploaded on 15.02.2020
Encouraging and motivating the departments to prepare lesson plan and routine for online teaching to combat Covid-19 situation	Following the directives of the IQAC all the department focussed on the preparation and execution of lesson plan and online class routine
Regular monitoring of pending CAS cases of the faculties	CAS files of teachers were processed regularly
Necessary steps for smoothy running of online examination	As instructed by the IQAC the examination committee introduced Online Exam. Portal for question papers uploading and specific mail id's are created for submission of answer scripts from the students.
Feedback Collection	IQAC took positive initiatives in collection of feedbacks from different stakeholders and analysed them on regular basis

Shri Debapriya Sanyal

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Coordinator, IQAC

24/2, Mahatma Gandhi Road,
Surendranath Evening College,
Kolkata-9

Dr. Supti Saha Roy

Dr. Supti Saha Roy

Chairperson, IQAC

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