SURENDRANATH EVENING COLLEGE

[Established in 1961]

Affiliated to the University of Calcutta

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

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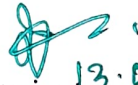
(NAAC Re-accredlated in 2016)

Date: 13.02.2023

NOTICE

A meeting of the IQAC will be held on 22.02.2023 at 5.00 pm in the Principal's chamber to discuss about the following agenda.

1. To confirm the proceeding of last meetings held on 12.12.2022.
2. To discuss about the proposed seminar of Urdu Department scheduled to be held on 28.02.2023 & 01.03.2023 (National seminar) and International seminar scheduled to be held on 04th and 5th March 2023.
3. To discuss about the proposed seminar of History Department scheduled to be held on 28.03.2023 (State level one day seminar).
4. To discuss about CAS promotion of Dr. Amit Das, Dr. Anupam Debangshi and Mr. Abdul Lahil Safi.
5. To discuss about the distribution of weightages across 7 criteria and 34 key Indicators (KIs)

S. Saha Roy 13.2.23

IQAC Co-ordinator

Principal 13.02.2023

Principal
Surendranath Evening College
Kolkata - 700 009

Members present at the IQAC meeting held on 22.2.23

1. [signature] . 22.02.2023
2. S. Saha Ray 22.2.23
3. Tapas K. Paitra 22.2.23
4. Debasis Manna 22.2.23
5. Satarupa Saha 22.2.23
6. Amit Das 23/02/2023
7. Debapriya Sagel
8. Subhasish Chakraborty 22/02/23.

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Minutes of the IQAC Meeting held, on 22.02.2023

1. Minutes of the last meeting held on 12.12.2022 is confirmed.

2. Initiative have been taken for formation of Alumni Association for which five names have been suggested namely.

a) Ismail Mandal.
b) Dr. Ajay Biswas.
c) Milan Mukherjee.
d) Biswajit Mishra.
e) Tanmay Mukherjee

Since at least 8 members are required for the registration for the Alumni Association, so the members are requested to take initiative about this.

3. Discussion has been made on the distribution of weightages across 7 criteria and 34 key indicators (KIs) Key Indicators 1.1 is not applicable for affiliated Colleges. Since we have no Diploma Course so for KIs 1.1we can cover only 10 marks out of 20.

For criteria (1) Curricular Aspects we may cover 70 out of 100.

For criteria (2) Teaching-Learning and Evaluation we can cover up to 340 marks out of 350.

For criteria (3) Research Innovation and Extension this has been thoroughly discussed and since till now we have no extension activities (3.6) which contains 60 marks, we need to think and resolve it. Moreover, emphasis has been given to take initiative on Faculty exchange programme with other colleges, signing MOU with other institutions and research projects by the teachers.

For criteria (4) Infrastructure and Learning Resources, we have some deficiency in the Library which will be resolved very shortly and then we can cover up the marks. Dr. Amit Das is assigned for supervise the IT related matters.

For criteria (5) Student support and progression, Computer Science department is asked to make a structure so that data for every semester students should be uploaded at the departmental computer. Students participating in inter college or State Level sports are advised to submit their certificate and prizes won (if any). Teaches are also requested to take initiative to find out whatever their passed out students doing job or engaged in Higher Education. We have no Alumni Engagement till now.

The other criteria (i.e. 6 and 7) will be discussed in the next meeting.

2. Discussed thoroughly about the two seminars proposed by Urdu department

3. Discussed elaborately about the procedure to conduct the seminar.

4. All the papers regarding CAS are examined and satisfied by the Principal and IQAC Co-ordinator.