

# SANKRAIL ANIL BISWAS SMRITI MAHAVIDYALAYA

Affiliated to Vidyasagar University

Accredited by NAAC

AT & P.O- KULTIKRI, DIST- JHARGRAM, PIN-721135 (W.B.)



Memo No.....

Date: 15/09/2019

## NOTICE

A Meeting of the Internal Quality Assurance Cell (IQAC) of the College will be held on 27.09.2019 at 1.00pm in the Seminar room. Non-Teaching members are requested to be present in the meeting.

Agenda: 1. NAAC 3rd Cycle Assessment Result

2. Recommendations for Quality Enhancement (NAAC Peer Team)

3. Any other matter with the permission of the chair Minutes of the Meeting held on 27.09.2019

### Members present in the meeting

- 1..Dr.HaripadaMahapatra , Teacher in Charge and Chairperson.
2. Smt. SwagataChatterjee , Head & Co-ordinator, IQAC & NAAC Coordinator
- 3.Smt. Madhumita Jana
4. Sri. Prasenjit Mukherjee
5. Sri. Mir Md. Ali
- 6.Dr. Ashis Kumar Sahu
- 7.Sri. Tapan Kumar Pattanayak
8. Sri. SarbeshwarMahapatra
9. Dolan Ghosh
- 10.Nilendu Patra
11. Parikshit Giri
21. Amit Adhikari
23. Arabinda Dey
25. Putul Das Adhikary
27. Sushil Tudu
29. Debasis Jana
31. Gourgopal Guchhait
33. Binanda Rana
12. Peu Dey
13. Radhakrishna Kar
14. Ramkrishna Ghosh
15. Saro Murmu
16. Soma Mishra
17. Sukumar Pradhan
18. Tamal Jana
19. Totan Jana
20. Sutapa Ghosh
22. Subrata Bhattacharya
24. Amal Dutta
26. Uttam Kumar Palui
28. Tapan Tudu
30. Nabaranjan Ghosal
32. Debasis Das
34. Prabal Giri

35. Rabindranath Nayek

36. Shamik De

37. Debabrata Patra

38. Ajit Mandal

### Minutes of the Meeting

Smt. Swagata Chatterjee, coordinator IQAC began the proceedings of the meeting with the permission of the chairperson/ Teacher in Charge Dr. Haripada Mahapatra.

Agenda-I - NAAC 1st Cycle Assessment. The Teacher in Charge announced the NAAC 1st Cycle Assessment Result of our college which was published in September 18, 2019 and thank all the stakeholders for their sincere effort for achieving success. The nonteaching members thank the Teacher in Charge, the NAAC Coordinator & Coordinator, IQAC for their dedication & sincere effort. NAAC Coordinator thank all the non-teaching members for their contribution in the preparation of SSR. Coordinator IQAC thanks all the non-teaching members & mention that without them it was not possible to submit complete NAAC process. IQAC Coordinator gave special thanks to Shamik De, Technical Assistant, IQAC, without whom sending of IQA, & SSR to NAAC through portal was not possible.

Agenda 2: the cell recommend beginning of few courses in the college including a computer course for students as a benchmark for promoting digital education

Agenda 3: the cell recommends and decides to apply to the government body regarding beginning of few more Honours courses including one in Education

Agenda 4: The body resolves to encourage all the departments to focus on digital medium and promote seminars and workshops among students.

Agenda 5: The body recommend strongly to build up an alumni association in the college and to get the body registered

Agenda .III Any other matter with the permission of the chair. As there was no other matter to discuss, all the members appreciated the effort of the institution and the meeting ended with a vote of thanks to the Chair Dr. Haripada Mahapatra.

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Memo No.....

Date: 20/11/2020

## NOTICE

A Meeting of the Internal Quality Assurance Cell (IQAC) of the College will be held on 02.12.2019 at 1.00pm in the IQAC room. Members are requested to be present in the meeting.

Agenda:

1. Department division
2. Library improvement and automation
3. Departmental library
4. Woman cell
5. Any other matter with the permission of the chair Minutes of the Meeting held on 02.12.2019

## Members present in the meeting

- 1..Dr.HaripadaMahapatra , Teacher in Charge and Chairperson.
2. Smt. SwagataChatterjee , Head & Co-ordinator, IQAC & NAAC Coordinator
- 4.Smt. Madhumita Jana
5. Sri. Prasenjit Mukherjee
6. Sri. Mir Md. Ali
- 7.Dr. Ashis Kumar Sahu
- 8.Sri. Tapan Kumar Pattanayak
9. Sri. SarbeshwarMahapatra

## Minutes of the Meeting

Smt. Swagata Chatterjee, coordinator IQAC began the proceedings of the meeting with the permission of the chairperson/ Teacher in Charge Dr.HaripadaMahapatra.

Agenda 1 - The cell recommends and decides to apply to the governing body through proper channel regarding division of departments for the smooth functioning of all the departments and benefit of students.

Agenda 2: The cell recommends the library committee to give detailed information about the books of all the departments and take initiative for purchase of more books. The cell also recommends complete automation and digitalization of the library. The process though has begun, it initiates quickening of the process.

Agenda 3: The cell recommends the library committee to take initiative in consultation with all the departments regarding formation of departmental library

Agenda 4: The cell strongly recommends a more active functioning of Woman cell. The body recommends observation of gender sensitization program throughout the year and promote the same among students.

Agenda 5. Any other matter with the permission of the chair. As there was no other matter to discuss, all the members appreciated the effort of the institution and the meeting ended with a vote of thanks to the Chair Dr.HaripadaMahapatra.

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Memo No.....

Date: 24/01/2020

## NOTICE

A Meeting of the Internal Quality Assurance Cell (IQAC) of the College will be held on 02.02.2020 at 1.00pm in the IQAC room. Members are requested to be present in the meeting.

Agenda:

1. Student Seminar
2. CAS for teachers
3. Faculty development
- 4 Digitalization of teaching process
5. Internal academic audit
6. AQAR submission
7. Any other matter with the permission of the chair Minutes of the Meeting held on 02.02.20

## Members present in the meeting

- 1..Dr.HaripadaMahapatra , Teacher in Charge and Chairperson.
2. Smt. SwagataChatterjee , Head & Co-ordinator, IQAC & NAAC Coordinator
- 4.Smt. Madhumita Jana
5. Sri. Prasenjit Mukherjee
6. Sri. Mir Md. Ali
- 7.Dr. Ashis Kumar Sahu
- 8.Sri. Tapan Kumar Pattanayak
9. Sri. SarbeshwarMahapatra

## Minutes of the Meeting

Smt. Swagata Chatterjee, coordinator IQAC began the proceedings of the meeting with the permission of the chairperson/ Teacher in Charge Dr. HaripadaMahapatra

Agenda 1: The cell recommends unanimously to promote seminar among students and also to collaborate with other institutions if required. The process shall be continuous and Seminar Committee is requested to create an annual planning in anticipation and present before IQAC for approval and also present a report of the execution.

Agenda 2: The cell recommends unanimously to conduct workshop on CAS for the teachers. The teachers are requested to submit their data to IQAC for proceedings.

Agenda 3: The cell recommends all the teachers to complete their OP/RC as required for qualitative promotion of the teachers as well as the institution. The teachers also must undergo faculty development programs for quality enhancement.

Agenda 4: The cell recommends a build-up of a monitoring committee for teachers to promote further use of ICT and smart classes for students.

Agenda 5: The body for the first time unanimously initiates academic audit of the Honors departments and decides the audit date be June 25,2020. It decides to form an audit team comprising of both external and internal members who shall visit the departments and analyze the progress of each dept.

Agenda 6: The institution has successfully faced NAAC in 2019 August. Therefore, it has to submit its first AQAR report. IQAC takes up the task with the help of the members and non-teaching staff and college computer staff

Agenda 7: Any other matter with the permission of the chair. As there was no other matter to discuss, all the members appreciated the effort of the institution and the meeting ended with a vote of thanks to the Chair

Dr.HaripadaMahapatra.