

Proceedings of the meeting of IQAC held on 27th ~~May~~ ^{June} 2019 at 1:00 Pm in the IQAC Room.

Agenda:

- i) Confirmation of the Proceedings of the last meeting.
- ii) Review of the action plan taken for quality betterment in academic activities.
- iii) Feedback related issues.
- iv) Performance analysis of final year students
- v) Collection of departmental information for Preparation of AQAR 2018-19
- vi) Teacher related issues.
- vii) Plan of Action for the session 2019-20
- viii) Miscellaneous.

Members Present:

1. ~~Chm~~ 27.6.19
2. Jagannath Patra.
3. Motyraj Gochhayat 27.6.19
4. Binoy Kumar Chanda 27/6/19
5. Binoy Kumar Maiti 27-06-19
6. Japas K. Pradhan 27.6.19
7. Naranara Jaisankar 27.6.19
8. Dr. Ganeshchandra Rana 27.6.19
9. Achintya Kumar Samanta 27/6/19

Dr. A.M. Mishra, Principal and Chairperson of the Committee chaired the meeting.

Confirmation:

1. Agenda: Confirmation of the Proceedings of the last meeting Resolution:-

The Proceedings of the last meeting held on 20.03.2019 are read and confirmed after incorporating the suggestion on the following matters arising from the Previous Proceedings:

- i) A meeting of the Monitoring Committee, Constituted for Conducting Students Satisfaction Survey, is to be Convened immediately before the verification of documents of 1st year students and in case of 2nd and 3rd year students, the same be Convened before issuing admit Card of Final Examinations to chalk out the modalities of the same.
- ii) Frequent meeting of Parent-Teachers ~~is~~ to be Convened for betterment of teaching-learning process.
- iii) Extension services in the adopted village be run under the official name as 'Institutional Social Responsibility'.

Considerations:

1. Agenda: Review of Action Plan taken for quality betterment in academic activities.

Resolution:

It has been resolved that the existing format for collection of departmental information be modified for inclusion of some relevant information. Besides, an action plan for quality initiative in academic activities be prepared and to be followed with effect from the ensuing session (2019-20) for the purpose of the same.

2. Agenda: Feedback-related issues.

Resolution:

Feedback reports from the stakeholders were discussed in the meeting. The Principal made a note regarding the said reports

and it was resolved to take corrective measures to fill up the gaps in this regard. As Students' Satisfaction Survey could not be undertaken due to the infrastructural problem, the same be conducted from the next session as per guidelines provided by NAAC.

3. Agenda: Performance Analysis of final year students (2018-19).

Resolution:

The house reviewed the Performance of the final year students (Session 2018-19) in the University Examination and observed the following:-

i) The number of drop-out of students of some departments are considerably high. i.e. Bengali(H)-26, English(H)-20, Philosophy(H)-24, Sanskrit(H)-33, Sociology(H)-32, Mathematics(H)-22, Zoology(H)-20, Nutrition(H)-29, IFF(Maj)-38, FFM(Voc)-33, BA(Gen.)-461

ii) Total 74 students secured more than 60% marks that can be presented dept-wise as following:-

Bengali(H)-4, Philosophy(H)-1, Nutrition(H)-3
Aquaculture Mgt(H)-10, IFF(Maj)-13, B.Com(H)-5,
BSC(Gen.)-2

iii) 15% (approx) students secured between 55-60 Percentage of marks

iv) overall Pass % is quite satisfactory, and accordingly resolved the following:-

i) The exact Cause of dropout of students to be ascertained and necessary measures will have to be taken accordingly,

- ii) More attention to be given for remedial coaching to the backward students and special efforts to the fast learners.
- iii) Mentoring to the students be done effectively.
- iv) Caste-wise, Gender-wise etc. analysis of results to be presented henceforth.

4. Agenda: Collection of departmental information for Preparation of AQAR 2018-19

Resolution:-

It has been recommended that seven Criteria of AQAR be assigned to each internal teacher member of IQAC to oversee the respective subject matter smoothly and effectively.

5. Agenda: Teacher related issues

Resolution:

As per requirement of Career Advancement Scheme, the following teachers are recommended, on the basis of their application, for Participation in Orientation Course / Refresher Courses, namely -

- a) Prof. Debasish Biswas, Assistant Professor of Commerce.
- b) Prof. Prabir Naskar, " " " Philosophy.
- c) Dr. A.K. Samanta, " " " Botany.
- d) Dr. Swasati Dey, " " " Physics.

and the same time all teachers are requested to follow the recent UGC guidelines regarding online system of the said courses.

6. Agenda: Plan of action for the Session 2019-20

Resolution:

The house proposes to G.B for due consideration of the following for further enhancement of quality education in the College: —

- a) Initiation of more job-oriented/Value-added Courses.
- b) Construction of library building and classrooms
- c) Development of Science Lab for Fisheries Department
- d) Initiation of Lab to Land Collaboration in near-by villages.
- e) Organization of departmental Seminar/group discussion involving the students.
- f) Student access to Infilinet.
- g) Reconstruction of Boys hostel.
- h) Construction of link roads within the Campus.
- i) Extension Programme in Adopted village.
- j) Enhancement of Sports infrastructure.
- k) Organization of Inter-College Sports Meet.
- l) Organization of Re-Union Programme departmentally.

6. Miscellaneous:

Resolutions:

- a) Though AMC Period is running, the agency is not servicing the ICT equipment timely. Principal is requested to look into the matter.
- b) The departmental alumni activities have to be documented by the Concerned department hence forth.

As there is no other motion to discuss, the meeting ended with a vote of thanks to the Chair.