



श्रद्धावान् लभते ज्ञानम्

SIVANATH SASTRI COLLEGE

(Formerly City College Com. Dept. South Kolkata (Morning)
[City College South Kolkata Women's Branch]
[Accredited by NAAC]

23/49, Gariahat Road, Kolkata-700029
Email : sivanathsastricollege@yahoo.in
website : sivanathsastricollege.org
Mobile : 6289449983

Minutes of IQAC Meeting dated September 1, 2021

Members Present

- | | |
|-------------------------------|---------------------------|
| 1. Dr. Runa Biswas | Principal and Chairperson |
| 2. Sri Dipankar Bhattacharyya | IQAC Co-ordinator |
| 3. Dr.Sriparna Bose | |
| 4. Dr.Bhaswati Ray | |
| 5. Dr.Sudipta De | |
| 6. Dr.Dola Chattopadhyay | |
| 7. Dr.MousumiBandopadhyay: | |
| 8. Dr. Usha Keshan: | |
| 9. Dr.SonaliChakraborti | |
| 10. Dr.Samata Biswas: | |
| 11. Mrs. Anupama Maitra: | External Member |

By invitation

12. Dr.Shankhamala Roy
13. Mr.Mithun Das

Agenda

1. Confirmation of the proceedings and resolutions of IQAC Meeting held on 10.06.2021
2. Issues pertaining to the uploading of AQAR for 2019-2020.
3. Preparation of IIQA Spreadsheet.
4. Preparation of Audit Report
5. Issues relating to HRD and CAS
6. Creation of institutional mail id for the College
7. Miscellaneous

Proceedings

Agenda 1: Confirmation of the proceedings and resolutions of IQAC Meeting held On 10.06.2021

The proceedings and resolutions of the IQAC meeting held on 28.09.2021 are approved unanimously

Agenda 2: Issues pertaining to the uploading of AQAR for 2019-2020.

The co-ordinator informed the members that the AQAR for 2018-19 had been submitted on August 25, 2021. Issues concerning uploading AQAR for 2019-20 were discussed, problem areas identified and timeline fixed.



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Agenda 3: Preparation of IIQA Spreadsheet

It was decided to share the IIQA spreadsheet with the faculty. It was resolved that preparation and completion of IIQA spreadsheet was to be taken up on an urgent basis.

Agenda 4: Preparation of Audit Report

Preparation of Audit Report by government nominated auditor was delayed but it was resolved that an internal audit would be done at the earliest.

Agenda 5: Issues relating to HRD and CAS

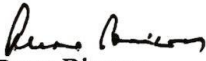
Development programmes for the staff were reviewed.


Agenda 6: Creation of institutional mail id for the College

Matters concerning creation of institutional mail id discussed

Agenda 7 Miscellaneous

There being no other matter to discuss the meeting ended with a vote of thanks to the chair


Sd/- Dr. Runa Biswas
Chairperson
IQAC


Sd/- Sri Dipankar Bhattacharyya
Co-ordinator
IQAC