

SIVANATH SASTRI COLLEGE  
23/49 Gariahat Road, Kolkata 700029

Proceedings of the meeting of the Internal Quality Assurance Cell (IQAC) held on Wednesday, the 21st December, 2016 at 10-30 a.m. in the Rector's Room of the college premises.

Members present

- |                                   |                        |
|-----------------------------------|------------------------|
| 1. Dr. Runa Biswas                | Principal: Chairperson |
| 2. Sm. Kumkum Banerjee            | G.B. Chairperson       |
| 3. Dr. Sudakshina Kundu Mukherjee | G.B. Member            |
| 4. Dr. Manisha Deb Sarkar         | Alumni Member          |
| 5. Sri. Dipankar Bhattacharyya    | Bursar                 |
| 6. Dr. Sriparna Bose              | Coordinator            |
| 7. Sm. Jayanti Datta              |                        |
| 8. Dr. Seema Banerjee             |                        |
| 9. Dr. Dola Chattopadhyay         |                        |
| 10. Dr. Bhaswati Ray              |                        |
| 11. Sri. Ratan Sen                |                        |
| 12. Sri Jayanta Chowdhury         | Head-clerk             |

By Invitation

13. Dr. Sipra Roy
14. Dr. Mousumi Bandyopadhyay
15. Sri Sukhendu Sarkar
16. Ms. Sreetama Ghosh

**Agenda 1. Confirmation of the proceedings of the IQAC Meeting dated 29.09.2016 and matters arising thereof.**

The proceedings of the IQAC meeting held on 29.09.2016 were read and confirmed.

**Agenda 2. AQAR 2015-16**

The coordinator informed the meeting that the Annual Quality Assurance Report for the year 2015-16 was completed and ready for submission to NAAC prior to which the report was to be uploaded on the college website.

The meeting also recorded that the NAAC Peer team report also needs to be uploaded on the college website.

**Agenda 3. Post accreditation initiatives**

The Principal proposed that a road map should be prepared for the future which would present the vision of the institution for the next 20 years.

She also suggested the formation of a Research cell

The meeting also discussed the possibility of organising an orientation seminar on data analytics for the teachers.

The Head, Department of English proposed that liberal education should be the vision of the institution and there should be year round in depth focus on a particular theme such as human rights and that should include extension activities, cultural activities in tandem.

Dr. Sudakshina Kundu Mukherjee proposed the formation of a research centre on Brahmo studies. The centre can help guide research scholars even if it is not affiliated to the university.

Other proposals which were discussed included:

- Organisation of campus interviews for all categories of students
- Module creation, at least one or two which can be added to the mid-term or selection examinations.
- Ensure overall improvement of student participation in the Students' Union elections.
- Projects and departmental exhibitions
- Improvement of sports facilities and tie up with Yoga institutes
- Faculty development workshops for all departments.
- Recorded lectures for virtual classes which can be set up on the website
- Introduction of solar panels within the next 5 years

#### **Agenda 4 Online feedback response from students**

The co-ordinator informed the meeting that online feedback portal has been opened with effect from 15.12.2016 and all third year B.A./B.Sc./B.Com Honours and General students have been asked to submit their feedback response within December 31<sup>st</sup>, 2016.

#### **Agenda 5 Miscellaneous**

The meeting discussed the requirement for a student data bank.  
There being no other matter to discuss the meeting was concluded.

#### Authenticated

Sd/- Dr. Runa Biswas  
Chairperson  
IQAC

Sd/- Dr. Sriparna Bose  
Co-ordinator  
IQAC

Confirmed on .....

Chairperson  
IQAC  
Memo No..... /SNSC/2015- 2016

Co-ordinator  
IQAC  
dated : .....

Draft proceedings forwarded to members, inaccuracies, if any are to be reported within a week.

Co-ordinator  
Internal Quality Assurance Cell (IQAC)