

SIVANATH SASTRI COLLEGE

23/49 Gariahat Road, Kolkata 700029

Minutes of the IQAC meeting held on 18.3.2019

Members present:

- 1) Dr. Runa Biswas – Principal
- 2) Jayanti Datta – IQAC Coordinator
- 3) Sriparna Bose
- 4) Bhaswati Ray
- 5) Dipankar Bhattacharyya
- 6) T.C Secretary – Tilottama Roy Banerjee (T.C Secretary)
- 7) Ratan Sen
- 8) Sukhendu Sarkar
- 9) Mousumi Bandopadhyay
- 10) Dola Chattopadhyay
- 11) Srijita Mondol Ghosh
- 12) Jayanta Chowdhury

Agenda

1. Confirmation of the proceedings of the IQAC meeting held on 29 January 2019
2. Data to be submitted by the departments for preparation of the AQAR
3. Short Term Plans
4. Long Term Plans
5. Miscellaneous

Agenda1: Confirmation of the proceedings of the IQAC meeting held on 29 January 2019

The proceedings of the IQAC meeting dated January 29, 2019 were confirmed

Agenda 2: Data to be submitted by the departments for preparation of the AQAR:

The meeting resolved that the following data were to be submitted to the IQAC by the teachers of all departments:

- 1) Awards and Recognitions
- 2) Research Publications
- 3) Bibliometrics of the publications
- 4) Seminars and Workshops
- 5) E- content creation
- 6) Financial support given by the institution for attending conferences or for membership to Professional bodies
- 7) Teachers attending Professional Development Programs, Orientation programs, refresher courses, faculty development programs.

It was further resolved that the above mentioned information was to be submitted latest by 15th May 2019.

The meeting also decided that Parent feedback would be collected by departments from second semester and online student feedback would be collected from outgoing 3rd Year students at the time of collection of Part III mark sheets.

Agenda 3: Short term plans:

Short term plans discussed in the meeting included proposals for faculty development workshops, creation of vocational opportunities for students, soft skill developments, Career Fair. The Principal read out initiatives taken by Bankim Sardar College, designated a college with potential for excellence by NAAC. These included: competitions of various sorts – photography, poster, writing of bio-data, applications, email competitions, PPT competitions, student seminars, youth parliament, creative writing, quiz, debate, environment issues, Kolkata Parichay.

Agenda 4: Long term plans:

Discussion on long term plans under the following heads included:

i) Teaching and Learning

Suggestions from Professor S. Sarkar were read out by the co-coordinator for multi-disciplinary lectures to be held on a regular basis involving all the teachers of the college; Group debate classes to be held where the format could be as follows. 3 students will speak for the motion and 3 students against it, for 5 minutes each. The remaining students will be in the audience to judge the champions. A judgment sheet will be given to each student. A certificate may also be awarded to the winners.

The co-coordinator suggested that interactive classes should be held from time to time to discuss earlier lectures, and to clear any doubts the students may have as well as receive inputs from them.

Learning by teaching classes was another suggestion given.

It was suggested that 2 multidisciplinary lectures, two group debate classes and two interactive classes could be held per session, and this would be regularized and documented as part of the college Routine. A detailed report will be prepared at the end of each session and e-mailed to the co-coordinator.

ii) Research Activities:

Ms. Srijita Mondol Ghosh informed the meeting about the progress of the research project on medicinal plants done by three departments (Philosophy, Botany and Sanskrit), and stated that 70 percent work has been completed.

The co-coordinator gave proposals for yearlong research activities.

It was resolved that a research project on Migration, involving the students, would be held jointly by seven departments (English, History, Political Science, Economics, Geography, and Women's Studies) from the

next session. The departments will meet in the last week of April to submit a detailed proposal to the Principal.

Departments may organise research activities, in the form of lectures, seminars, workshops on a given theme , involving the faculty and the students, in collaboration with external institutions such as Centre for studies in Social sciences, The Asiatic Society, Maulana Azad institute for Asian studies, The British Council, The Brahmo Samaj. One of the topics chosen could be The Bengal Renaissance and the role played in it by Sivanath Sastri and the Brahmos. Detailed reports to be submitted to the coordinator.

A proposal for the establishment of a Women's Study Centre will be submitted by Professor Samata Biswas.

iii) Extension activities:

It was resolved that the Extension committee would take up long term, sustained and continuing plans for work in the slum areas surrounding the college. Corporates might also be involved for funding as part of Corporate Social Responsibility.

iv) Feedback:

The coordinator gave a proposal that apart from the mandatory feedback from third year students, a new initiative could be taken for continuous feedback based on the core courses. The students would give feedback on each course, the classes, the lesson plans, books available, books to be added, any difficulties faced. Some members expressed their reservations on this proposal. The Principal suggested that the proposal could be discussed again with some modifications.

Agenda 5: Miscellaneous:

It was also decided that the selection of the new IQAC members would be ratified in the next Governing Body Meeting, and that invitation letters would be sent out to the Alumni and to the External members, so that they could attend the next meeting.

Sd/- Dr. Runa Biswas
Chairperson
IQAC

Sd/- Jayanti Datta
Co-ordinator
IQAC