

SIVANATH SASTRI COLLEGE
23/49 Gariahat Road, Kolkata 700029

Minutes of IQAC Meeting dated 18/06/19

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
- 13) Anupama Maitra, Alumni
- 14) Priyanka Sen, Alumni
- 15) Dr. Kakali Dhara Mandal, External Member
- 16) Mr Biswajit Mitra, External member

Agenda

1. Confirmation of the minutes of the IQAC meeting dated 18/03/2019
2. Report on Action Taken
3. Continuous evaluation of teaching learning and administrative processes by the stake-holders
4. Student Initiatives
5. Career and vocational workshops/add on certificate courses
6. Proposals by external members
7. Extension activities
8. Publication of a multi-disciplinary peer reviewed research journal

Agenda 1: Confirmation of the minutes of the IQAC meeting dated 18/03/2019.

The minutes of the IQAC meeting dated 18.03.2019 were confirmed

Agenda 2: Report on Action Taken:-

- a) The co-ordinator reported that data for the preparation of AQAR had not been submitted by some departments.
- b) The workshops by the ex-students of the college for present students were completed very successfully. 221 students participated in all. Their feedback was also taken and

they evinced a keen interest in the continuation of the workshops. The proposed workshop for teachers and for office staffs on the CBCS system was postponed because of the continuing University Examination.

- c) Two multi-disciplinary classes, two interactive classes to be included in the routine for each department.
- d) The student Research project on Migration is to be kick started in August.
- e) A Workshop was held on 7 May 2019 for Faculty members by Professor Bidisha Datta Sarkar on **Identifying the credibility of a Journal Publication**. She gave a Power Point Presentation which was much appreciated by the 20 Professors present.
- f) The decision to buy land for a second campus was approved by the Governing Body of the college. A suitable plot of land has also been identified at Sonarpur.

Agenda 3: Continuous evaluation of teaching learning and administrative processes by the stake-holders.

The Co-ordinator proposed that feedback should be taken not only from final year students, but should be extended to Semesters 2 and 4 as well. The feedback shall be online and private; it can be viewed only by concerned teachers and by the Principal. It was decided that the issue would be taken up by the Teachers 'Council.

The Co-ordinator further proposed that feedback should be taken from the teachers as well as from the office staff. She suggested the names of Prof. Sriparna Bose and Prof. Sukhendu Sarkar to take the charge of Feedback.

Agenda 4: Student initiatives:

- a) The Principal proposed that small surveys could be undertaken on various issues relevant to them and to society at large. Such a student survey was undertaken very successfully on 14.02.2019. The students visited the fisheries located in the East Kolkata Wetlands for acquiring first hand knowledge of the way these wetlands are utilised. They also conducted a questionnaire survey to assess the local peoples' socio-economic condition and their perception regarding the wetlands.
- b) A students' magazine edited by the students, for the students. Such a magazine "It's Me" has already been coming out for the past three years. The Co-ordinator suggested that the initiative should be continued. The Principal said that the finance posed a problem. Ultimately it was decided that the magazine should be continued in view of the financial assistance very graciously offered by external member B.Mitra.

Agenda 5: Career and vocational workshops/add on certificate courses:

The Co-ordinator said that she had been approached by several Enterprises such as Cubix (an enterprise by IIT Kharagpur and Gurgaon alumni primarily focussing on Test preparation for CAT, GMAT, GRE and SAT) and Trade wings (Tourism).

Agenda 6: Proposals by external members

The honoured external members made several valuable suggestions. A Language-learning certificate course was proposed by B. Mitra (Chinese/Spanish).

Prof.Kakali Dhara Mondal proposed the setting up of a career-hub, a centre under the college.

Agenda 7: Extension activities

A proposal for teaching students in the adjacent slum areas by the Students of our college will be taken up in the next Extension Committee Meeting.

Agenda 8: Publication of a multi-disciplinary peer reviewed research journal

The idea of a multi-disciplinary, peer reviewed Research Journal discussed earlier by the IQAC Coordinator with the Heads of Departments, was taken up in the meeting and ratified by the members. There was a discussion as to whether the articles would be published in a Journal or in a book, and a journal was finally decided upon. Efforts would have to be made to get an ISSN for the Journal, and to include eminent members in the Peer Review team, so that the Journal would be a quality one, so that it could be included, in the future in the NAAC approved UGC List.

Sd/- Dr. Runa Biswas
Chairperson
IQAC

Sd/- Jayanti Datta
Co-ordinator
IQAC