



RAIGANJ SURENDRANATH MAHAVIDYALAYA

Sudarshanpur, Raiganj, Uttar Dinajpur

(Affiliated to University of Gour Banga, Malda)

Recognized by UGC U/S 2f & 12(B)

NAAC accredited College with "B"+ Grade (December, 2016)

Ref. No. RSM/IQAC/2019-20/1

Date: 18th September, 2019

MINUTES OF THE MEETING OF RAIGANJ SURENDRANATH MAHAVIDYALAYA INTERNAL QUALITY ASSURANCE CELL (IQAC) HELD

on

18th September, 2019 at 2.00 PM

Member Present

- 1) Dr. Kamala Bhattacharyya, TIC
- 2) Dr. Sankar Kr. Roy, Coordinator, IQAC
- 3) Dr. Sujit Ghosh
- 4) Dr. Rakhee Das Biswas
- 5) Dr. Subrata Ghosh
- 6) Nilima Moktan
- 7) Dr. Tapas Mohanta

Agenda

1. Reading of the previous minutes
2. Review the work of IQAC
3. Restructuring of Quality Initiatives for the session

Resolution

1. Reading and recording of the previous minutes:

The minutes of the previous meeting was read, confirmed and recorded.

2. Review the work of IQAC

Members of IQAC reviewed the previous decisions and advised few suggestions in the process of implementation.

3. Restructuring of Quality Initiatives for the session

The programmes for the session are:

1. To start various academic programme, special lectures and webinars of various departments and cells in online mode.
2. Career Advancement Scheme files of 4 teachers (1 Associate Professor, 2 Stage II to Stage III, 1 Stage I to Stage II) have been processed by the IQAC.

All the matters were approved. There being no other point to discuss, the meeting ended with vote of thanks.



Coordinator, IQAC
Raiganj Surendranath Mahavidyalaya

Coordinator
IQAC
Raiganj Surendranath Mahavidyalaya



TIC
Raiganj Surendranath Mahavidyalaya

Teacher-in-Charge
Raiganj Surendranath Mahavidyalaya



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Ref. No. RSM/IQAC/2019-20/2

Date: 5th March, 2020

MINUTES OF THE MEETING OF RAIGANJ SURENDRANATH MAHAVIDYALAYA INTERNAL QUALITY ASSURANCE CELL (IQAC) HELD

on

5th March, 2020 at 2.30pm

Members Present

- 1) Dr. Rakhee Das Biswas, TIC**
- 2) Dr. Sankar Kr. Roy, Coordinator, IQAC**
- 3) Dr. Sujit Ghosh**
- 4) Dr. Subrata Ghosh**
- 5) Nilima Moktan**
- 6) Dr. Tapas Mohanta**

Agenda

1. Reading of the previous minutes
2. Review the work of IQAC
3. Quality Initiative Decisions for the upcoming new Session 2019-20
4. Miscellaneous

Resolution

1. Reading and recording of the previous minutes:

The minutes of the previous meeting was read, confirmed and recorded.

2. Review the work of IQAC

Coordinator of IQAC critically reviewed the past activities of the session as follows and useful suggestions from various members were accepted –

i) The college has celebrated the following national and international commemorative days such as Independence Day, Parakram Divas, Republic Day, World Mother Tongue Day, Women’s Day, Rabindra Jayanti, Redcross Day, Yoga Day in blended mode.

ii) Career Advancement Scheme files of 4 teachers (1 Associate Professor, 2 Stage II to Stage III, 1 Stage I to Stage II) have been processed by the IQAC and all were received their promotion orders in due time.

iii) Two Teachers were participated in various FDP and Refresher Course .

Sl. No.	Name of the participant	Designation	Title of the FDP /MDP/ professional development / administrative training program	Dates (from-to) (DD-MM-YYYY)
1	Pranati Majumdar	Assistant Professor in Pol. Science	Orientation Program, HRDC NBU	05-11-2019 to 25-11-2019
2	Shila Saha	Assistant Professor in English	Orientation Program, HRDC NBU	05-11-2019 to 25-11-2019

iv) The Grievance Redressal Cell has reported the following infrastructure related grievances from the students and teachers to the IQAC and all the matters were placed to the PMU RUSA 2.0 for further action –

Academic Year	Grievance	Date of Grievance Submission	Date of Notice of Meeting	Date of Meeting	Remarks
2019-20	1. “Renovation of common rooms for both girls and boys” --- from students	20/08/2019	18/11/2019	25/11/2019	IQAC placed the matters to the PMU RUSA 2.0
	2. “Installations of lights and fans in class rooms, as well as common rooms” -- from students	19/09/2019			
	3. “Requirement of setting up of proper computer facilities in the college” --- from teachers	03/01/2020	06/01/2020	13/01/2020	

3. Quality Initiative Decisions for the upcoming new Session 2019-20

Chairperson sought suggestions from the members to prepare quality initiatives. Few taken decisions are:

- i) To organize more online seminars/webinars/lecture series in the coming days
- ii) To start new skill-oriented value-added course on Communicating English,
- iii) To collaborate with other academic institutions and NGOs for academic vibrancy.

4. Miscellaneous

- i) IQAC has collected the Student, Teachers and Alumni feedback(s), that included various facets of their educational experience in the institute, viz., course content, teaching methods, basic facilities and overall satisfaction. The collected feedbacks undergo a thorough analysis, identifying common themes, patterns, and areas that require attention. This institution is committed to act based on the feedback received, implementing changes and improvements to address the identified concerns and enhance the overall student experience. Consequently, the institution is positive about attaining satisfactory outcomes in both academic brilliance and holistic development.
- ii) Reported the Action Taken Report of the E-Governance, 2019-20 of the college.

All the matters were approved. There being no other point to discuss, the meeting ended with vote of thanks.



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