



RAIGANJ SURENDRANATH MAHAVIDYALAYA  
**INTERNAL QUALITY ASSURANCE CELL**

Raiganj – 733134, West Bengal  
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*Date: 28.05.2020*

**REPORT ON THE ACTION TAKEN THROUGHOUT THE ACADEMIC  
YEAR UNDERTAKEN BY THE INTERNAL QUALITY ASSURANCE  
CELL (IQAC)**

**July, 2019 - June, 2020**

**PART – B: REPORT ON THE ACTION TAKEN THROUGHOUT THE ACADEMIC YEAR**

The IQAC, Raiganj Surendranath Mahavidyalaya, plays a pivotal role in ensuring and improving the quality of education and the overall functioning of the institution. Below are the actions undertaken throughout the year, guided by the suggestions, recommendations and initiatives of the Internal Quality Assurance Cell (IQAC).

- ❖ As per the recommendation of IQAC, the college has successfully run the existing certificate courses on Basic Computer, Communicating English, etc.
- ❖ The college has continued collaboration with various educational institutions like DDE-RBU, NSOU and Webel for resource mobilization and collaborative academic activities.
- ❖ As suggested by the IQAC, both the NSS units have organised various outreach programmes throughout the year. The college also has successfully initiated the green campus drive through plantation, regular cleaning, and scientific disposal of garbage.
- ❖ As recommended by the IQAC, the Placement Cell has regularly arranged awareness camps on job opportunities and higher education.
- ❖ The IQAC, Raiganj Surendranath Mahavidyalaya along with various departments/cells has observed various national/international days of importance throughout the year such as – Celebration of **National Education Day, International Language Day, International Womens' Day, Rabindra Jayanti, AIDS Awareness Programme, International Yoga Day.**
- ❖ The IQAC has processed the Career Advancement Scheme files of 4 teachers (1 Associate Professor, 2 Stage II to Stage III, 1 Stage I to Stage II) and all of them received their promotion orders in due time. Teachers are also encouraged to engage in faculty development programmes and training sessions, including RC, OP, FDP and other professional and administrative training programmes.



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- ❖ 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 –

| <b>Academic Year</b> | <b>Grievance</b>  | <b>Date of Grievance Submission</b> | <b>Date of Notice of Meeting</b> | <b>Date of Meeting</b> | <b>Remarks</b>                              |
|----------------------|---|-------------------------------------|----------------------------------|------------------------|---|
| 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 classrooms, 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             |   |

- ❖ 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.
  
- ❖ Reported the Action Taken Report of the E-Governance 2019-20 of the college.



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**LIST OF RC, OP, FDP AND OTHER PROGRAMMES ATTENDED BY THE  
FACULTY MEMBERS**

| 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     |

**Coordinator, IQAC**  
**Raiganj Surendranath Mahavidyalaya**

Coordinator  
IQAC  
Raiganj Surendranath Mahavidyalaya

**TIC**  
**Raiganj Surendranath Mahavidyalaya**

Teacher-in-Charge  
Raiganj Surendranath Mahavidyalaya