

নং / No.	রেজল্যুশন / Resolution Adopted
	Members present:
	1. Anupam Parua
	2. Niloyeche Bhattacharyya
	3. A. Gupta
4.	Tanujit Acharyya
5.	Bansali Guha
6.	Sx Mohammad Aziz
7.	Uttam Kumar Karf.
8.	Tapasendu Kamilya
9.	Sx. Dahan Devi
10.	Soma Debroy
11.	Baba
12.	Dipak Ghosh
	Susanta Kumar Dolai



Proceedings of the meeting of the IQAC held on 27.11 2020 (Friday) in the
Office Chamber of the Principal

Meeting 1 of the Academic Session 2020 -21

Meeting of the IQAC commenced with the Principal Dr. Anupam Parua in the Chair, detailed discussions on the items of agenda took place and the following resolutions were adopted:

1. Proceedings of the last meeting held on 14.08.2020 were read and confirmed without any amendment.

2. To discuss about the implementation of different academic planning in the session 2020-21: Members discussed at length regarding academic planning of the college and recommended the followings:

- a) Members present put emphasis on improvement in ICT based teaching learning environment in the College. Resolved that to have ICT enabled classes in larger number and with enhanced quality, more in-house on-the-job training programs for faculties be arranged throughout the year. Besides online classes, Lecture Capturing System (LCS) may be encouraged; possibilities of arranging Google Class room may be explored. Hon'ble Principal gave emphasis on continuation and advancement of computer learning for all the teachers to cope with changing paradigm of teaching learning environment.



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b) Hon'ble Principal enquired about the progression of the **Student Mentoring Programme (SMP)** of the College. Due to pandemic situation not only the academic issues of the students are hampered but also physical issues, emotional and psychological well beings, financial and family related issues of the students also affected. So, he proposed to continue the comprehensive attitude towards the students in mentoring programme. He advised to continue the system of maintaining **Data Capturing Format (DCF)** for generation and collection of data and management of information with a view to have purity and completeness in data and timely sharing of information to concerned internal and external authorities and agencies. He also proposed to form a dedicated data management body namely MIS Committee for central management of institutional data.

c) The process of identification of **Advanced and Slow Learners** should be continued. But in the face of online mode of teaching-learning wherein personal contact between the students and teachers was somehow weakened the process in greatly hampered. Members were of the opinion that special emphasis and care in that particular issue be put in as soon as normalcy was back and physical mode of teaching-learning was restored.

3. To discuss regarding new quality initiatives to improve academic activities of the institution:

Members discussed regarding introduction of some quality initiatives in the College. Hon'ble Principal suggested that in addition to our existing initiatives, institution should continue the e-learning programme intensively. Besides that, Faculty exchange programme (FEP) may take place, academic collaborations with other institutions may be explored, online lectures, webinars, workshops, training programmes may be arranged on a regular basis. He also proposed that as lot of time was saved due to closure of normal activities of the College all the teachers should engage themselves in research and publication work which would benefit both the concerned teachers and the institution. He also requested the members to sensitize all the teachers through Heads of concerned departments. He requested the Co-ordinator of IQAC to do the needful in that matter. Members unanimously agreed to all the proposals of Hon'ble Principal.



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4. To adopt the Annual Quality Assurance Report (AQAR) of the college for the session 2019-2020:

IOAC coordinator, Dr. Nilanjana Bhattacharyya, informed the members that IQAC has completed the AQAR of the college for the session 2019-20 and now it is ready for submission.

So, members forwarded the report to the Governing Body for necessary approval. Here, members unanimously decided that Dr. Tapanendu Kamilya, NAAC coordinator of the college will look after the total procedure of online uploading of AQAR.

5. To adopt the Administrative Calendar of IQAC for the session 2020-21 and to chalk out a Plan of Action (POA) for IQAC in accordance with Administrative Calendar

Members unanimously adopted the Administrative Calendar of IQAC and decided to upload the same on college website. In connection with that, members accepted the Plan of Action (POA) of IQAC for the session 2020-21.

With no other issues left to be discussed, the meeting ended with a reciprocal vote of thanks to from the chair.



**Dr. Anupam Parua
(Chairman)**

Principal
Narajole Raj College
Narajole-721211