



# MAYNAGURI COLLEGE

(Accredited by NAAC - "B+")

P.O. Maynaguri, Dist.- Jalpaiguri, W.B., Pin - 735224. Ph.: 03561 234298  
E-mail : maynaguricollege@rediffmail.com, collegemaynaguri@gmail.com

Ref. No. ....

Date .....

## MAYNAGURI COLLEGE INTERNAL QUALITY ASSURANCE CELL Minutes of Online IQAC Meeting held on 08/07/2021

The Chairperson, Prof. Susmita Pandit, Teacher-in-Charge, Maynaguri College presided over the meeting. The following resolutions are being taken:

1. All the resolutions taken in the last meeting are confirmed.
2. The Chairperson expressed the desire to organise an online Students' Orientation lecture for the newly admitted students (both Hons. & General) online, given the ongoing lockdown. It was unanimously agreed that such online Orientation lectures would be organized by the respective Departments through Google Meet.
3. In order to maintain quality of teaching even during the lockdown period, it was agreed that all the honours departments should properly conduct online classes via Google Suite and other available online platforms. It was also agreed that every Department should submit weekly Report of Online Classes in the Whats App Group of the Academic Committee.
4. It was agreed that smart boards would be installed in dedicated honours classrooms once the college reopens in regular mode after lockdown so that the teaching learning process could be conducted in hybrid mode, whenever required.
5. There was discussion on the online feedback provided by the final year students as part of the Students' Satisfaction Survey. Sonam Sherpa, Member, IQAC and Convenor Academic and Administrative Committee was assigned the task of analyzing this feedback.
6. It was decided that the formation of new Clubs/ Committees/ Cells for the academic session 2021-2022 was to be done based on the feedback given by the incumbent Convenors for the academic session 2020-2021.



# MAYNAGURI COLLEGE

(Accredited by NAAC - "B+")

P.O. Maynaguri, Dist.- Jalpaiguri, W.B., Pin - 735224. Ph.: 03561 234298  
E-mail : maynaguricollege@rediffmail.com, collegemaynaguri@gmail.com

Ref. No. ....

Date .....

7. Emphasis was given on having more and more quality collaborative initiatives with other institutions.
8. It was agreed that AQAR for the session 2020-2021 should be uploaded before the deadline given in NAAC website and the date collection work for AQAR should be distributed among the members of IQAC.

The meeting ended with a vote of thanks by Apurba Saha, Member, IQAC, Maynaguri College.

Teacher-In-Charge  
Maynaguri College  
Teacher-in-charge  
Maynaguri College (Jal:



# MAYNAGURI COLLEGE

(Accredited by NAAC - "B+")

P.O. Maynaguri, Dist.- Jalpaiguri, W.B., Pin - 735224. Ph.: 03561 234298  
E-mail : maynaguricollege@rediffmail.com, collegemaynaguri@gmail.com

Ref. No. ....


Date .....

## MAYNAGURI COLLEGE INTERNAL QUALITY ASSURANCE CELL Minutes of Online IQAC Meeting held on 14/09/2021

The Chairperson, Prof. Susmita Pandit, Teacher-in-Charge, Maynaguri College presided over the meeting. The following resolutions are being taken:

1. All the resolutions taken in the last meeting are confirmed.
2. It was decided that the Academic and Administrative Audit by an External Agency should be undertaken by the college by January 2022.
3. It was agreed that feedback from students, Teaching Staff, Non Teaching Staff, Alumni and Parents would be collected and the Questionnaire for such feedback should be prepared so that the forms could be circulated online/offline when the college resumes its operation in offline mode.
4. Feedback from the Hons. Students was analysed and it was agreed to put the suggestions received in to the revised Plan of Action for the upcoming session.
5. It was agreed that the faculty should be encouraged to use Information and Communication Technology (ICT) in teaching and learning and at the same time e-resources and online learning platforms should be developed to supplement traditional classroom teaching. To this end, more and more faculty should hone their ICT skills by attending online FDPs and workshops.
6. The Coordinator asked the members to expedite the process of submission of the AQAR based on the new format.
7. It was decided that an online journal for students would be published which shall have the articles contributed by the students of the college.

The meeting ended with a vote of thanks by Dr. Papia Deb, Member, IQAC, Maynaguri College.

  
Teacher-In-Charge  
Maynaguri College  
Teacher-in-charge  
Maynaguri College (Jal)



# MAYNAGURI COLLEGE

(Accredited by NAAC - "B+")

P.O. Maynaguri, Dist.- Jalpaiguri, W.B., Pin - 735224. Ph.: 03561 234298  
E-mail : maynaguricollege@rediffmail.com, collegemaynaguri@gmail.com

Ref. No. ....

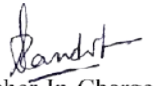
Date .....

## MAYNAGURI COLLEGE INTERNAL QUALITY ASSURANCE CELL Minutes of Online IQAC Meeting held on 14/12/2021

The Chairperson, Prof. Susmita Pandit, Teacher-in-Charge, Maynaguri College presided over the meeting. The following resolutions are being taken:

1. All the resolutions taken in the last meeting are confirmed.
2. Community Outreach and Extension programmes organized by the NSS Units and NCC during the pandemic and subsequent Lockdown period was lauded by all the members and it was unanimously agreed that such extension activities should be conducted as when possible until the college resumes its normal operation.
3. It was decided that the college should submit the data for NIRF rankings well within time and to that end data should be collected and collated.
4. It was agreed that a comprehensive Green Audit would be conducted when the College resumes its operation in normal mode after the Lockdown is lifted.
5. There was an elaborate discussion on the feedback obtained from the Teaching and the Non-Teaching Staff. Important observations were made by the members on the ways to implement this feedback for IQAC's Action Plan for the next academic session.
6. It was agreed that a Gender Audit would be conducted in the institution. Accordingly, a Gender Audit Committee would be formed to undertake this audit. The Coordinator was mandated with the task of taking this initiative to form a Gender Audit Committee.
7. It was agreed that faculty should be encouraged to be more active in applying for seminar grants, symposia funded by ICSSR, UGC and other such bodies.

The meeting ended with a vote of thanks by Dr. Priyadarshini Ghosh, Member, IQAC, Maynaguri College.

  
Teacher-In-Charge  
Maynaguri College  
Teacher-in-charge  
Maynaguri College (Jal)



# MAYNAGURI COLLEGE

(Accredited by NAAC - "B+")

P. O. Maynaguri, Dist.- Jalpaiguri, W.B., Pin - 735224. Ph.: 03561 234298  
E-mail : maynaguricollege@rediffmail.com, collegemaynaguri@gmail.com

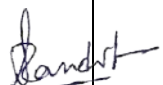
Ref. No. ....

Date .....

## Action Taken Report 2021-2022

Plan of Action	Compliance
<ol style="list-style-type: none"><li>1. To do a Green Audit in the College.</li><li>2. To participate in NIRF rankings.</li><li>3. Initiate new MoUs with more academic institutions/NGOs.</li><li>4. Gender Audit Committee to be formed in order to conduct Gender Audit in the College.</li><li>5. New Committees/Cells to be formed keeping in mind the UGC guidelines.</li><li>6. To prepare the documents and follow the procedure for the CAS of the teachers whose promotions are due.</li><li>7. Online classes to be conducted properly in order to continue the teaching-learning process in an unhindered manner.</li><li>8. Orientation Programme for newly admitted students to be conducted in online mode.</li><li>9. Community outreach and extension programmes to be undertaken by NSS Units and the NCC Cadets to support the adopted villages nearby during the Lockdown period.</li><li>10. FDPs and Administrative Training programmes to be conducted by the IQAC for the Teaching and Non-Teaching Staff respectively.</li></ol>	<ol style="list-style-type: none"><li>1. Green Audit of the College Campus was completed when the college resumed its normal operation in from January 2022.</li><li>2. Participated in NIRF rankings. Data submitted in January, 2022.</li><li>3. MoUs signed with more than ten institutions/societies in 2021-2022.</li><li>4. Gender Audit Committee has been formed and work on data collection for Gender Audit is underway.</li><li>5. New Clubs/ Committees/ Cells have been formed for the session 2021-2022.</li><li>6. CAS of seven Teachers completed in April-May 2022.</li><li>7. Every department conducted online classes via G-suite, Skype, Zoom during the Lockdown period. Weekly Report of online classes was also submitted to the Academic Committee.</li><li>8. Orientation programmes for newly admitted students was conducted online by the respective departments.</li><li>9. NSS Units and the NCC Cadets of Maynaguri College conducted a number community outreach programmes during the Lockdown period which has been documented.</li><li>10. FDPs and Administrative Training programmes were conducted the IQAC to train the Teaching and the Non-Teaching Staff in the use of ICT.</li></ol>



  
Teacher-In-Charge  
Maynaguri College

Teacher-in-charge  
Maynaguri College (Jal: