




Ref. No. _____

Date 17.09.2020

MAYNAGURI COLLEGE
INTERNAL QUALITY ASSURANCE CELL
Minutes of Online IQAC Meeting held on 17.09.2020

The Chairperson, Susmita Pandit presided over the meeting. The following resolutions were being taken:

1. All the resolutions taken in the last meeting are confirmed.
2. It was decided that Value Education classes were to be formally introduced from the current academic session.
3. The faculty who are scheduled to have their CAS promotions, were asked to expedite their process of documentation, ably supervised by the IQAC. The Chairperson instructed the Coordinator to extend all help towards the faculty from the IQAC.
4. It was agreed that the Maintenance Committee would be reactivated once the institution starts functioning in regular mode to update the Stock Register for both the immovable and movable properties and also to chalk out a plan for maintenance of fixed assets within in the College, as the College was shut for almost a year due to the pandemic.
5. Discussion was held on the questionnaire to be prepared for Feedback from the Hons. students. The questionnaire was given a final format after a thorough discussion.


(SUSMITA PANDIT)
Chairperson, IQAC
Maynaguri College
Teacher in charge
Maynaguri College (Jal)

Internal Quality Assurance Cell
(IQAC)



MAYNAGURI COLLEGE

(Accredited by NAAC - "B+")

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Ref. No. _____

Date 18.12.2020

MAYNAGURI COLLEGE
INTERNAL QUALITY ASSURANCE CELL
Minutes of Online IQAC Meeting held on 18.12.2020

The Chairperson, Susmita Pandit presided over the meeting. The following resolutions were being taken.

1. All the resolutions taken in the last meeting are confirmed.
2. It was agreed that annual report from the various Clubs/Committees/Cells should be submitted to IQAC by the end of February.
3. Based on the NAAC Peer Team Report, it was unanimously agreed that IQAC will introduce 'Engage in English' for both the teaching and the non-teaching staff classes from March 2021. The classes were agreed to be introduced keeping in mind the need to make the teaching staff bilingual with an increased proficiency in English. The design and structure for these classes were also discussed and agreed upon unanimously.
4. Keeping in mind the standard course requirements which is followed in various other universities and colleges (as per UGC norms), it was agreed that college should apply for more degree courses and also Hons. courses for science subjects.
5. There was elaborate discussion on the feedback obtained from the teaching and non-teaching staff. Important observations were made by the members on how to utilise these feedback in the IQAC Plan of Action for the next academic session.

Susmita Pandit
(SUSMITA PANDIT)

Chairperson, IQAC

Maynaguri College
Teacher in charge
Maynaguri College (Jalpaiguri)



Ref. No _____

Date 14.02.21

MAYNAGURI COLLEGE
INTERNAL QUALITY ASSURANCE CELL
Minutes of IQAC Meeting held on 14.02.2021

The Chairperson, Susmita Pandit presided over the meeting. The following resolutions were being taken:

1. All the resolutions taken in the last meeting are confirmed.
2. It was agreed that the more and more faculty should be encouraged to use ICT while delivering class lectures in order to make the students more technologically updated as well as academically sound than their peers.
3. It was also agreed that IQAC would conduct a seminar on 'Recent guidelines on Research and Publication from UGC' for the teaching staff in order to encourage the faculty to actively publish their research work in UGC-enlisted journals.
4. It was unanimously agreed and decided that faculty should be encouraged to be more actively involved in applying for seminar grants, research projects, symposia funded by both ICSSR and UGC or any other Govt. sponsored schemes.
5. It was agreed that Bridge Courses would be introduced from the next academic session for slow learners as well for those students who are who are from the non-subject backgrounds. Four departments expressed their willingness to introduce the first of the Bridge courses from the next academic session. This included English, Political Science, History and Geography.


(SUSMITA PANDIT)

Chairperson, IQAC

Maynaguri College

Teacher-in-charge

Maynaguri College (Jali)


IQAC
Maynaguri College

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Date 18.05.2021

MAYNAGURI COLLEGE
INTERNAL QUALITY ASSURANCE CELL
Minutes of Online IQAC Meeting held on 18.05.2021

The Chairperson, Susmita Pandit presided over the meeting. The following resolutions were being taken:

1. All the resolutions taken in the last meeting are confirmed.
2. There was detailed discussion on the format of the Academic and Administrative Audit to be conducted by AAAC in June 2021.
3. There was discussion on the status of the NDL project and the inclusion of the college in the NDL project. It was agreed that the faculty should be encouraged to regularly use the NDL portal/app for their academic pursuits.
4. There was an agreement among all the members that the college should apply for STAR College scheme of the Govt. of India in order to get funds for science subjects and their laboratory up-gradation work.
5. There was a detailed discussion on the status of the RUSA funds that was allocated for infrastructure development from the Central Govt.


(SUSMITA PANDIT)

Chairperson, IQAC

Maynaguri College
Teacher-in-charge
Maynaguri College (Jali)



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Action Taken Report 2020-2021

Plan of Action	Compliance
1. To extend the Community and Extension programmes by NSS NCC in the changed circumstances.	NSS and NCC have actively engaged themselves in community outreach programmes even during the pandemic.
2. To increase the number of the enrolment of students in NSS.	Number of students' enrolment could not be increased significantly during the year due to periodic the state-wide lockdowns and the pandemic.
3. To revise and strengthen the Academic practices like Bridge Courses, Inter-Departmental Lectures, Invited Lectures, Faculty Exchange Programmes etc.	Bridge Courses for Honours students and Invited Lectures were conducted in online mode.
4. To continue with the participation in NIRF for the next session.	Data for NIRF was submitted successfully.
5. To continue with the preparations and documentation process for the due NAAC visit.	Documentation work for NAAC visit was carried on in between the state-wide lockdown, as when the institution was open.
6. To continue with collaborating with other academic institutions.	Not many collaborations were effectively implemented due to the periodic state-wide lockdowns. Only Invited Lectures with the collaborating institutions were organized through the online mode.
7. To prepare the documents and follow the procedure for the CAS of the teachers whose promotions are due.	Teachers whose CAS promotions are due were assisted in their documentation as and when the institution was opened in between the lockdowns.




Teacher-In-Charge
Maynaguri College
Teacher in charge

Maynaguri College (Jal:



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Action Taken Report and Compliance to the Decisions taken in IQAC Meetings-2020-2021.

Ref. No.

Date