

Action Taken by IQAC on students feedback mentioned in yellow color

RESOLUTION OF THE IQAC MEETING HELD ON 13/07/22

The following resolution has been adopted on the meeting held on 13/07/22

Agenda 1: Celebration of commemorative days and festivals

Resolution:

The IQAC of college advises the cultural committee of the college to celebrate various commemorative days and festivals within college following the academic calendar of the college.

Agenda 2: Organizing inter college cultural competition and Prize distribution to the 2021 passout students in terms of final academic score.

Resolution:

2a. IQAC advises the cultural committee to organize an inter college cultural competitions (Music, Drawing, Recitation, Dance) in the month of September before the Durga Puja Vacation.

2b. The IQAC also intend to award the students who are ranked 1st position (in terms of our college) in each academic program in the final semester university exam 2021.

Agenda 3: MoU with Nabagram Hiralal Paul College.

Resolution:

The IQAC has taken the resolution the faculty exchange program with Nabagram Hiralal Paul College may be conducted after signing a memorandum of understanding (MoU). The IQAC suggest the college authority to take necessary steps.

Agenda 4: Upgradation of Library

Resolution:

4a. IQAC suggests college library committee to upgrade Library book, journal and magazine stock by this academic session for providing students with proper resource materials.

4b. Library committee is also advised to take necessary action to renew the annual maintenance charge (AMC) of the KOHA software.

Agenda 5: Participation in NIRF

Resolution: The IQAC suggest the college authority to take initiative for participation in NIRF ranking 2023. Dr. Sandip Majumdar, Asst Prof of Physics may be act as NODAL officer.

Agenda 6: Miscellaneous

Resolution: In accordance with governing body resolution dt. 5.5.22 the Heritage club, Electoral literacy club and Backward community cell has been initiated.

Soma Roy
Principal
Serampore Girls' College
Serampore, Hooghly

Sayanti Mukherjee
13/7/22
Signature of IQAC Co-ordinator
SAYANTI MUKHERJEE
IQAC Co-ordinator
Serampore Girls' College

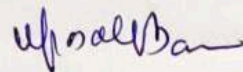
Action Taken Report: -

In respect to the meeting held on 23.11.2022- certain Resolutions were undertaken- in respect to that Certain actions were also undertaken. The actions that were undertaken are stated below.

- In respect to the Criterion 2 of the AQAR- a definite format has been laid out and given to the Head of the Department- for further information's.
- The Department will start maintaining record of Advance and Slow learner of each and every semester and will undertake definite activities – in accordance to the time frame of the Academic Calendar. Peer teaching will be included in the Academic Calendar for the Advance Learner
- The Mentoring work will be undertaken after the commencement of Classes for the Even Semester
- The Department's has send copies of their Term Paper (3 or 4 copies) and Project work undertaken by them- in respect to each and every semester- to the Library for the further reference work- of the students.

Principal

Dr Soma Roy (Jana)



IQAC Coordinator

Dr Upasana Roy Barman

~~Dr. UPASANA ROY BARMAN~~
IQAC Co-ordinator
Serampore Girls' College.

Dr. UPASANA ROY BARMAN
IQAC Co-Ordinator
Serampore Girls' College
Serampore, Hooghly

Soma Roy
Principal
Serampore Girls' College
Serampore, Hooghly

2- An inconsistency date representation was seen in different sections of the Criteria 2. This issue was put forth by the members who are responsible for the documentation work of the stated Criteria.

3- Action that need to be taken forth for the Advance and Slow Learner in the coming Academic activities was stated in the meeting. This is needed not only for the AQAR and SSR- but it is also essential for the development of the students.

4- Discussion on definite format was held forth in the meeting in respect presentation of information regarding Mentoring, University assign duties and Remedial classes- in respect to the Criteria 2 of the AQAR.

Resolutions: - 1- A definite format has been designed and will be placed forth to the Head of the Department by the member of the Criteria 2 regarding the documentation work for Mentoring and Remedial Classes.

2- A separate Register for the Remedial class has been maintained by the department.

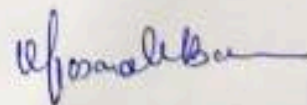
3- The report of the Counselling must mention who are the Slow learners and what are the steps in terms of the action to be taken forth for the betterment of them. Along with that the department should maintain proper documentation regarding the action taken by them for the Advance Learner.

4- The division of Mentoring work in respect to different departments was stated forth- Hindi, Urdu, Economic, Philosophy, Sanskrit, Sociology and Science department will take forth Mentoring both for Honours, Pure General and Honours students with General Course students. Other departments will also undertake mentoring for the Honours students.

5- The Head of the Department were henceforth requested to increase the attendance of their students in the Library for their development and enhancement of knowledge.

Principal

Dr Soma Roy (Jana)



IQAC Coordinator

Dr Upasana Roy Barman

Dr. UPASANA ROY BARMAN

IQAC Co-Ordinator
Serampore Girls' College
Serampore, Hooghly

Soma Roy
Principal
Serampore Girls' College
Serampore, Hooghly

Serampore Girls' College

(Estd.: 1981)

Re-Accredited by NAAC : Grade B (2nd Cycle)

13, T. C. GOSWAMI STREET, SERAMPORE, HOOGHLY. PIN-712 201, WEST BENGAL.

E-mail : serampore_girls_college@yahoo.co.in

Website : www.seramporegirlscollege.org

Ref. No.

Date 14/1/23

Resolutions: - The following resolutions have been undertaken in respect to the IQAC meeting held on 14.01.2023 from 11:30 a.m. to 2:00 p.m.

- 1- The aspect of Peer teaching by the students will be taken forth for the Advance Learner in the upcoming Even Semesters.
- 2- Memorandum of Understanding on Stamp paper will hence for be taken as the standard procedure for conducting
 - A. Faculty Exchange
 - B. Work shop
 - C. Exchange of Students
 - D. Conducting Seminar, Conference and Webinar
 - E. Conducting Community Outreach Program
 - F. Entrepreneur Skill Development, Outcome Based Training, Placement and Related Services
 - G. Areas of Mutual Interest

With other institution (College, NGO, Research Organization etc). The initiation of MoU based program will also be taken forth in the Academic calendar for the upcoming Even Semester.

- 3- A 6 month Competitive Exam related Class will be undertaken by the Career Counseling Cell with Dr Uttam Halder as the Convenor followed with Dr Sandip Majumder – NAAC Coordinator. The classes will be conducted on Saturday from 2- 4 p.m.- every week
- 4- The Format of the Mentoring form both for the students and teacher – and the format of the Feedback form have been finalized. As per the meeting the Mentoring form will be given to both Hons- Gen students of the Even semester. In case of the Feedback form- it will also be distributed to all the students
- 5- College Letter head- Colour Pad will hereby use for every document of the Department (mainly the notice for the students)
- 6- The SOP of NAAC will be shared with the people of different Criteria's and Head of the Department for preparation of the documents
- 7- A Research Fund will be created by the institution for the progress of the Faculty members. In respect to that the fund can be utilize by the faculty members only in case of the Publication in UGC Care list Journal.
- 8- In respect to the Academic Calendar all the departments are requested to prepare Flowchart/ A plan and program of the Activities (academic – including syllabus completion)

Soma Roy 14/1/23
Principal
Dr Soma Roy (Jana)

Upasana Roy Barman 14/1/23
IQAC Coordinator

Dr Upasana Roy Barman

Dr. UPASANA ROY BARMAN
IQAC Co-ordinator
Serampore Girls' College
Serampore, Hooghly

Soma Roy
Principal
Serampore Girls' College
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E-mail : serampore_girls_college@yahoo.co.in
Website : www.seramporegirlscollege.org

Ph. : (033) 26623723 (Office)
(033) 26527850 (Principal)

Ref. No. -Resolution:.....

Date 27/2/23

In respect to the IQAC meeting conducted on 25.02.2023- the following resolutions were undertaken

- 1- 15th or 16th March has been stated as the date for Academic Administrative Audit - in respect to the AQAR of 2021-2022.
- 2- Departmental Notice copy needs to be updated as per the given format- Notice, date and time, resource person (if applicable), number of participants and their signature, objective, brief description of the event, outcome and photo. They also need to update their departmental page on the Website by 6th March
- 3- All the Departments along with NCC, NSS, WOMEN CELL, CULTURAL COMMITTEE, SKILL DEVELOPMENT and CAREER COUNSELLING CELL needs to prepare a PPT of their activities in the Session 2021-2022 and soft copy and hard copy of Report.
- 4- All the departments who have Laboratory- needs to maintain an amicable environment of it - along with a Stock register.
- 5- The whole institution along with the gymnasium, computer centre and toilet for the disable and the field will be cleaned before the Audit
- 6- The Sports, Skill development, Women Cell, Career Counseling, Cultural Committee and NCC and NSS- also needs to be updated on the website
- 7- All the departments need to display their wall magazine on their Notice board
- 8- Proper documentation both in Hard Copy and Soft Copy of each Criterion.
- 9- A Floor Plan needs to be prepared
- 10- Each department are asked to make the students aware of the activities undertaken by the department and the college in the academic session 2021-2022.
- 11- The SSR in respect to 2021-2022 needs to be completed by.....4th March, Saturday.
- 12- A proposal for the formation of a code of conduct committee will be undertaken
- 13- Value Added Course- Geography, Urdu, Sanskrit, English, Hindi will be undertaken during the break (a 7 days gap after the completion of the Final Exam on 13th March 2023) for the 2nd SEMESTER
- 14- Energy Audit and Green Audit will be undertaken

Soma Roy
DR Soma Roy (Jania)

Principal

Serampore Girls' College
Serampore, Hooghly

Soma Roy
Principal
Serampore Girls' College
Serampore, Hooghly

Sd/-
Dr Upasana Roy Barman
IQAC Coordinator

Serampore Girls' College
Serampore, Hooghly

IQAC coordinator

RESOLUTION OF THE IQAC MEETING HELD ON 08/03/23

The following resolution has been adopted on the meeting held on 08/03/23

Agenda 1: Initiative taken for signing MoU and Linkages with different colleges and institutions.

Resolution:

MoU:

The IQAC intend to undertake certain developmental program for the students in both academic section and skill enhancement initiative. The IQAC suggest different departments and cells of the college to sign MoU with different institutions and organizations.

The proposed institutions may be:

- a. State Institute for Physical Education for Women, Govt. of West Bengal – for life skill enhancement initiative- physical fitness (Yoga).
- a- Brainware University for Career Counselling programme
- b- Renew of MoU with NASSCOM to continue the Domestic Data Entry Operator- for ICT skill enhancement programme
- c- INTACH (Indian National Trust for Art and Cultural Heritage) a non-profitable charitable institute. This initiative focuses to develop awareness among the students for understanding and preserving the Cultural Heritage of their Motherland.

Linkage:

- a. The IQAC also suggest the Career Counselling cell to undertake linkage with District of District Employment Exchange, Hooghly for Career Counselling.
- b. Another linkage with Ramkrishna Mission Vidyamandir (Belur Math) may be initiated by the College authority for Faculty Exchange Programme.

Agenda 2: Initiative to undertake Self defense programme

Resolution: The IQAC direct the Women Cell of our college to undertake Self defense workshop in order to develop the self-protection and personality skills of students.

U. S. B. Roy 8/3/23

Signature of IQAC Coordinator

DR. U. S. B. ROY BARMAN
IQAC Co-Ordinator
Serampore Girls' College
Serampore, Hooghly

Soma Roy
Principal
Serampore Girls' College
Serampore, Hooghly

RESOLUTION OF THE IQAC MEETING HELD ON 03/05/2023

The following resolution has been adopted on the meeting held on 03/05/2023

Agenda 1: Celebration of Earth day, Art and craft competition and food fair by students.

Resolution: The IQAC of the college along with the Cultural committee has proposed to organize International Earth day, Art and craft competition and food fair on 13th May 2023.

The primary aspect of the food fair program is to create entrepreneurship skills among the students.

Agenda 2: Follow up of MoU signing

Resolution: in light of the IQAC resolution taken on dt, 08/03/23 the institution has been able to initiate certain important MoU and linkages with other institutions and organization.

MoU

- a- State Institute for Physical Education for Women, Govt. of West Bengal :27/03/2023
- b- Brainware University :20/4/2023

Linkage:

- a. Ramkrishna Mission Vidyamandir (Belur Math) : 02/05/2023

Agenda: 3: Follow up for Self Defense Program.

Resolution: in light of the IQAC resolution taken on dt, 08/03/23 the institution has been able to organize a self defense workshop 10th May 2023 to 20th May 2023 in collaboration with Mr. Bimal Pal, Bengal Kyokushin Karate Organization.

Upasana Roy Barman 3/5/23

Signature of IQAC Coordinator

Dr. UPASANA ROY BARMAN
IQAC Co-Ordinator
Serampore Girls' College
Serampore, Hooghly

Soma Roy
Principal
Serampore Girls' College
Serampore, Hooghly