



Sundarban Hazi Desarat College

IQAC Meeting No. 8/2019-20

Resolutions

An urgent meeting of the IQAC was held this day, that is the 5th of June, 2019, at 3:30 PM at the IQAC office with the Principal Dr Tarun Mandal in the Chair. First of all, minutes of the earlier meeting were read and confirmed.

The following decisions were taken after long discussions:

Agendum-1: Preparation of PO Cos, Curricula Delivery Schedules and Academic Calendar

1. The Coordinator proposed that the University Grants Commission (UGC) introduced the **Learning Outcome Based Curriculum Framework (LOCF) in 2018**. Because of paucity of faculty, no Programme Outcome and Course Outcome based framework could be finalized. After long discussions, it was decided that PO CO of all Departments should be prepared by all Academic Departments by the middle of this month, that is, by **15-06-2024**. It was decided that each Department should immediately convene a meeting for preparing a PO CO of all Semesters along with Curricula Delivery Schedule of each member of teaching faculty. Notification in this regard would be issued by the Principal cum Chairman of IQAC soon.

Ms Granthana Sen Gupta, Convener of Academic Sub-Committee, was given charge of preparing the Academic Calendar for the year 2019-20.

Agendum-2: Keeping Track of Students' Progression

2. Decided that members of teaching staff would be instructed to keep track of students' progression in a register in a block of every two months and analyzed thoroughly. Decided that students of only Honours courses should be taken into this account, as given the paucity of teaching staff, students of General Courses should be excluded. The analyses of the same should be submitted to IQAC Coordinator.

Agendum – 3: Introduction of More Add-on Courses

3. Resolved that IQAC would introduce 10 (ten) Add-on courses from the Academic Session 2019-20 based on three broad categories:

Skill-Based:

- Communicative English (35 Hours) (Dept. of English)
- Guidance Services for School Students (32 Hours) (Dept. of Education)
- Course On Web-Designing (35 Hours) (IQAC)
- Introduction to GST & Taxation (30 Hours) (Dept. of Commerce)
- Beautician Course for Girl Students ((IQAC)
- Web Designing (30 Hours) (IQAC in collaboration with Right Brains Technology, Kolkata)

Tarun Mandal

Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas

Dr. Tarun Mandal

Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs. (S), 743611



Course Based on Ethics:

- Social Ethics and Democratic Citizenry (30 Hrs.) (Depts. of Pol. Science & Philosophy)
- Environmental Studies and Environmental Ethics (32 Hours) (Botany)

Course on Well-Being and Self-Defence:

- Yoga and Meditation (40 Hours) - Dept. of Physical Education
- Self-Defense for Girl Students (Karate) - (3 Months)- (IQAC in collaboration with Higaonna Goju Ryu Karate-Do, India)

Decided that all these courses would be offered free of cost.

The Coordinator proposed that these courses be commenced from August, 2019 so that the students taking admission in First Semester might avail themselves of these courses. Their classes would commence from the 2nd week of July this year. The members unanimously approved of the proposal for commencement of these courses.

Agendum – 4: NSS Special Camp

4. The house urged and requested the NSS Programme Officer who assumed charge recently to hold the Special Camp after the admission process was over in July. Dr Palash Halder, Assistant Professor of Mathematics, assured the house that necessary measures would be taken to hold the Camp immediately after the summer recess.

Misc.:

5. It was decided that some books be purchased for the 5th semester syllabi of different disciplines. Also decided that each Department would submit lists of text books to be purchased within one week from the date of notification of Principal.

The meeting ended with a vote of thanks to and from the Chair.

Tauren Mandal

Principal
Sunderban Hazi Desarat College
Pathankhali, South 24 Parganas

Maya Mondal

Co-ordinator
IQAC
Sunderban Hazi Desarat College
Pathankhali, 24 Pgs.(S), 743611

SUNDARBAN HAZI DESARAT COLLEGE

ESTD - 1961
NAAC AAREREDITED

P.O. - Pathankhali
Dist. : 24-Parganas (South)
PIN Code No : 743611
7584906541

website : hazidesaratcollege.org



email : shdcollege1961@gmail.com

Ref. No :

Date :

Actions Taken on the Basis of IQAC Meeting No. 8/2019-20, Dated- the 5th of June, 2019

The following actions were taken on each decision taken in the above-mentioned meeting:

1. All Departments had submitted POs & COs to the IQAC along with curricula delivery schedules of all teachers. And after thorough revision of the documents by IQAC Coordinator and Academic and Examinations Committee Convener and after making few changes in them, these were uploaded on the website for circulation. The Academic Calendar was prepared and uploaded on the website.
2. It was observed that except a few departments, most departments were not keeping track of students' progression. And notification in this regard was issued in July, 2019, to all to keep records of students' progression.
3. All 10 (ten) Add-on Courses were completed, and Coordinators of these courses submitted course completion certificates.
4. NSS Special Camp was held from 08-07-2019 to 14-07-2019 with various programmes and activities spread across seven consecutive days.

Misc.

5. Books, journals, and E-resources of various subjects of worth Rs. 1, 48, 900/- (One lakh forty eight thousand nine hundred only) were purchased in the year 2019-20.

Tam Maudal
Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas



Wagindra Moh
Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs.(S), 743611



Sundarban Hazi Desarat College

IQAC Meeting No. 9/2019-20

Resolutions

A meeting of the IQAC was held this day, that is the 3rd of July, 2019, at 3:30 PM at the Principal's Chamber with the Principal Dr Tarun Mandal in the Chair.

After long and fruitful discussions, the following decisions were taken:

1. Agendum – 1: Introduction of Mentoring System

It was decided that mentoring system of students should be introduced from the next academic session, that is, 2019-20. The IQAC Coordinator requested the member of the Cell –Dr Uttam Kumar Guru – to formulate the college-specific policy of Mentoring. Dr Guru was to place the policy for discussion in the next meeting. It was also noted that the mentoring could not, unfortunately, be introduced earlier because of the paucity of teaching staff. Now with the engagement of some Part-Time teachers, the IQAC could finally introduce this policy from the next academic session.

2. Agendum-2: Entry-Point Test

It was decided that a 20-mark MCQ examination on Entry Point would be taken of all newly admitted students by all Departments. The Examination would be conducted centrally by the Examinations Sub-Committee. The 20-mark examination would be of the following nature:

- a) Question on Honours Subject/Subject Combination – 10 marks
- b) General English/Awareness/Ethics – 10 Marks

3. Agendum-3: Maintaining Departmental Bi-Monthly Report for students of Honours programmes

On the basis of the examinations, every Academic Department would prepare lists of students in 4 (four) categories: Excellent, Good, Mediocre and Weak. All Academic Departments would keep records of all these students in **Departmental Bi-monthly Report (DBR)** to track their performances/progression. It was decided that the DBR would be made digital soon. Since the DBR would contain students' report, it was decided that it should not be made public on the college website. But every department should keep a manual as well as digital copy of the same for perusal of the IQAC after a gap of two months.

On the basis of the examinations, the students would be marked as **E** (for excellent), **G** (for good), **M** (for mediocre) and **S** (for slow learners).

4. Agendum -4: Introduction of Remedial Coaching Classes for Honours students:

In view of the poor progression of students, and given the vastness of syllabus of CBCS syllabi, the Coordinator proposed that a Remedial Coaching Schedule should be initiated by IQAC for students of Honours courses for 1st and 3rd semester students. All members approved of the same. It was also decided that Sri Rupak Ghoshal, Head, Department of

Tarun Mandal

Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas

1

Wajid Rahman
Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs. (S), 743611

History, should be given the duty of Coordinator. The coaching classes should begin after the admission of new students in semester I. These classes should start off from August so that 1st Semester students could also participate. All members decided, upon the proposal of Chairman of IQAC, that those teachers residing in the campus would take these classes beyond routine hours.

5. Agendum – 5: Proposal for an integrated Learning Management Module

Mr Swapan Kumar Gupta, IQAC Coordinator, requested all the members of the IQAC for deliberation over an Integrated Learning Management Module that would maintain both digitally and manually. It was decided that the proposed Integrated Learning Management Module should be designed in consistency with the following aspects/nature of the students enrolled in this archipelago:

- a) First generation learners.
- b) Learners from economically challenged backgrounds.
- c) Learners from SC/St/OBC and Minority Communities
- d) Maximum number of girl students
- e) Learners with disabilities

6. Agendum- 6: Discussions regarding promotion papers of Mr Pijush Kanti Adhikari, Ms Pompa Bhattacharyya, Ms Granthana Sengupta, Dr Bappaditya Naskar and Dr Palash Halder

It was intimated by the Coordinator that the CAS papers of Prof. Pijush Kanti Adhikari, Prof. Granthana Sengupta, Prof. Pompa Bhattacharyya, Dr. Palash Halder and Dr. Bappaditya Naskar have been submitted to DPI but the IQAC is yet to receive any copy of the papers.

7. Agendum – 7: NSS Special Camp

NSS Programme Officer informed the house that the Special Camp would be held from 08-07-2019 to 14-07-2019 in the campus. The house approved of the same with appreciation.

8. Agendum – 8: *Krishi Mela* or Programme on Agricultural Produce Display

The Coordinator proposed to organize a *Krishi Mela* or Programme on Agricultural Produce Display in order to motivate and encourage local cultivators and establish a social bonding with the farmers in the catchment area. All members approved of the same with appreciation.

Misc:

9. The Principal informed that Motiur Rahaman had been requested to form the Alumni Association afresh as per the rules of Societies Registration Act 1961.
10. The Coordinator discussed the process of undertaking Major and Minor projects by the teachers. Prof. Sanjay Kumar Mandal mentioned the recent project proposal, which he prepared on the socio-economic status of women engaged in prawn cultivation. The Principal highlighted some audit related queries on the earlier minor project of Prof.

Taam Mandal

Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas

Dr. Pijush Kanti Adhikari

Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs. (S), 743611



Mandal. Prof. Mandal mentioned that the earlier minor project was completed in Marine Science Department of Ballygaunge Science College and the assets accrued during the project were kept at that department. It was decided that there would be further discussion on this issue and it would be sorted out in the next meeting.

11. The Coordinator informed that a cultural programme is planned to be organized during the week of Holi.

The meeting ended with thanks to and from the Chair.

Tam Mandal
Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas

Dr. Arun Kumar
Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs.(S), 743611

SUNDARBAN HAZI DESARAT COLLEGE

ESTD - 1961
NAAC AARETITED

P.O. - Pathankhali
Dist. : 24-Parganas (South)
PIN Code No : 743611
7584906541

website : hazidesaratcollege.org



email : shdcollege1961@gmail.com

Ref. No :

Date :

Actions Taken on the basis of IQAC Meeting No. 9/2019-20, Dated - the 3rd of July, 2019

The following Actions were taken on the basis of above-mentioned meeting:

1. Mentoring classes were held regularly, and students' enthusiasm and attendance was noted by almost all teachers.
2. Entry Point Test was taken in the 23 August, 2019.
3. All Departments were keeping Bi-Monthly Report regularly. Departmental Meetings were held regularly.
4. Remedial Coaching classes for Honours students were held from 8 August, 2019 to 30 November, 2019. Under the direct supervision of IQAC.
5. Learning Management Software could not be introduced because of the lockdown. But it would introduced in the next Academic session.
6. As for the promotion papers of Mr Pijush Kanti Adhikari, Ms Pompa Bhattacharyya, Ms Granthana Sengupta, Dr Bappaditya Naskar and Dr Palash Haldar, they were promoted to the next stage.
7. NSS Special Camp was held from 8 July to 14 July, 2019.
8. *Krishi Mela* (Agriculture Produce Display Programme) was held on 18-09-2019.

Misc.

9. The Alumni Association could not yet be registered.
10. Dr Sanjay Kumar Mandal submitted all journals, gadgets and accruements to college.
11. *Vasanta Utsav* – cultural programme to celebrate the onset of Spring was held on 13-03-2020.

Tanem Mandal

Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas



Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs. (S), 743611



Sundarban Hazi Desarat College

IQAC Meeting No. 10/2019-20

Resolutions

A meeting of IQAC was held on 1st Day of October, 2019 at 3.30 p.m. at the Principal's Chamber, with the Principal in the Chair.

The following resolutions were taken unanimously:

- 1. Resolution – 1: Adopting the Mentoring Policy**
As requested in the earlier meeting, Dr Uttam Kumar Guru, Assistant Professor of English, placed the Mentoring Policy to be implemented in the college. The Cell ratified the Policy, titled, **Chanakya Policy of Mentoring**. Dr Guru also suggested to **launch a mobile app of the same nomenclature to implement mentoring of students**. The Cell approved the same and requested Dr Guru to design the framework of the application.
- 2. Resolution – 2: Reporting about Entry-Point Test**
The Entry-Point Examinations of newly admitted students was taken the 23rd of August. The results of the 20-mark examination was not, however, satisfactory as most of the students performed poorly. The Coordinator requested the Academic Committee Convener Ms Granthana Sengupta to **devise ways to address the problems of mediocre and weak students by making arrangements of Remedial Coaching classes** for all semesters, with special provisions for 1st Semester students.
- 3. Resolution – 3: Establishment of a Consortium of Science Teachers for conducting a talent hunt examinations for students of schools in the catchment area**
As per the suggestion of the IQAC Coordinator, it was decided that a consortium of science teachers of the college be formed with Dr Sudipa Das as its founding secretary. Dr Das, Assistant Professor of Botany, is requested to convene a meeting of all science teachers soon. It was also decided that the Consortium should conduct a Talent Search Examination for students of adjoining schools from Class XI onwards. It was also decided that this consortium be registered as a society soon.
- 4. Resolution-4: Reporting about International Women's Day Celebration**
International Women's Day was celebrated successfully on 8th March, 2019 at the Seminar Hall of the College. Students and teachers from different disciplines participated in that programme. The IQAC thanked the Teachers' Council and the ICC-POSH and Women's Cell for the programme.
- 5. Resolution – 5: Reporting about Awareness Camp on Dengue organized by NSS**
An awareness Camp on Dengue was held on 29th March, 2019 at the Seminar Hall of the College by NSS unit of the college. All the students (volunteers) of NSS actively participated in that programme. Members of IQAC appreciated the initiatives taken by the NSS Unit of the college for this successful programme.

Tam Mandal
Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas

Swapan Kumar Gupta
Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs. (S), 743611



- 5 A. Alongside, the NSS Programme Officer Dr Palash Halder proposed to start a campaign for digital payments in the local market under the name 'Digital Economy Mission'. All the members applauded this move by NSS and requested him to sensitize local vendors in the market about digital payments.
- 6 **Resolution – 6: Reporting about Promotion Status of Dr Manasi Mandal, Assistant Professor of Botany**
The Coordinator reported that the CAS papers of Dr. Manasi Mandal, Assistant Professor in Botany, had been verified and the screening has already been completed at University of Calcutta (Ballygunge Science College Campus) on April 3, 2019.
- 7 **Resolution – 7: Proposal of MoU with Domkal Girls' College**
The Chairman reported to the house that Domkal Girls' College had proposed for a Memorandum of Understanding for faculty and students' exchange lately. The house approved of the same asked Mr Mandal to complete all formal procedures to get it executed. In this context, Dr Uttam Kumar Guru, Assistant Professor of English and IQAC member, was requested to adopt a policy for collaborations with other colleges/institutions/MGOs and research centres.
- Misc.:**
- 8 The Coordinator proposed that each Academic Department should take steps to organize Seminars of International/National levels. All members agreed that at least two/three International/National level seminars be organized in the current academic session.
- 9 The Coordinator also reported that the CAS file of Dr. Sanjay Kumar Mandal, Assistant Professor in Chemistry, has been submitted to IQAC for further processing.
- 10 It has also been intimated by the Coordinator that the following teachers have been requested to prepare their CAS papers as early as possible:
- Prof. Pompa Bhattacharyya, Assistant Professor in Political Science (CAS due on 11.03.2017)
 - Dr. Palash Halder, Assistant Professor in Mathematics (CAS due on 06.02.2019)
 - Dr. Bappaditya Naskar, Assistant Professor in Chemistry (CAS due on 18.03.2019)
 - Prof. Granthana Sengupta, Assistant Professor in Economics (CAS due on 26.04.2019)
- 11 Two teachers namely, i) Dr. Palash Halder, Assistant Professor in Mathematics and ii) Dr. Debottam Chakraborty, Assistant Professor in Economics, have been co-opted by the Coordinator with the supporting opinion of other members for smooth functioning of IQAC.
- 12 The Coordinator reported that a state level seminar on "CAS Procedure" will be organized soon (Saturday) in collaboration with Magrahat College, 24 PGS (S). The probable speakers would be:

Tamir Mandal
Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas

Swapan Kumar Gupta
Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs.(S), 743611



- a. Prof. T. K. Ghara, Jt. DPI, State Nodal Officer, AISHE, Department of Higher Education, Govt. of West Bengal
 - b. Prof. Debashis Biswas, Inspector of Colleges, University of Calcutta
 - c. Prof. Asim Mandal, Assistant Professor in English, R. K. M. Residential College
- 13 The members were intimated that a free coaching for competitive examinations for different jobs was opened on 17 August, 2019, for students. It was also decided that apart from offline coaching schedule by different teachers of the college, an online window would be integrated into the website where students could access study materials and practice mock paper sets.

The meeting ended with thanks from & to the Chair.

Tam Mandal

Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas

Swapan Kumar Gupta

Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs.(S), 743611

SUNDARBAN HAZI DESARAT COLLEGE

ESTD - 1961
NAAC AARETITED

P.O. - Pathankhali
Dist. : 24-Parganas (South)
PIN Code No : 743611
7584906541

website : hazidesaratcollege.org



email : shdcollege1961@gmail.com

Ref. No :



Date :

Actions Taken on the Basis of IQAC Meeting No. 10/2019-20, Dated the 1st Day of October, 2019

The following actions were taken on the basis of above-mentioned IQAC meeting:

1. The mentoring Policy of the institute was adopted, and it was made imperative for teachers to adhere to the clauses of the policy.
2. Entry point tests were taken on August 23, 2019, and accordingly Departmental Bi-Monthly Report (DBR) was prepared.
3. The Science Consortium was established, and in its first meeting held on 03/10/2019, all members decided that they would take a Talent Hunt Examination of students of IX-X & XI-XII classes of schools in the catchment area in December, 2019. Consequently, the examination, named Ramanujan Talent Search Examination for school students was held on 22-12-2019.
4. Women' Day celebration was held on 08-03-2020 also.
5. The awareness camp on Dengue was held. As for the Digital Payment campaign in the local shops and bazaars, it was held on 13-11-2019 in the adjoining areas.
6. The promotion processes of Dr Manasi Mandal and others were completed.
7. The MoU with Domkal Girls' College was signed on 11-12-2019.

Misc.

8. Two International Seminars were held in 2019-20, one by the English Dept. on 04 & 05 January, 2020, and the other on 26 Jan., 2020.
9. & 10. The CAS papers of all teachers were verified and screened by experts and were cleared by DPI, West Bengal.
11. Dr Palash Halder and Dr Debottam Chakraorty, Assistant Professors in Mathematics and Economics, were made members of IQAC through a notification by the Chairman.
12. The Seminar could not be held because of the problem of dates of experts.
13. The Coaching classes for Competitive examinations were held.



Sunderban Hazi Desarat College

IQAC Meeting No. 11/2019-20

Resolutions

An emergency meeting of IQAC was convened on 20th of December, 2019 for adopting resolutions regarding the International Conference of the Department of English to be held on 4 & 5 January, 2020, and the holding of Odd Semester Internal Examinations and Tutorial Projects as per instructions of the University of Calcutta.

The following resolutions have been adopted in the meeting:

1. The Coordinator thanked Dr. Uttam Kumar Guru, Assistant Professor of English, for taking steps to organise the International Seminar on Sunderban: Past, Present and Future Possibilities to be held on 4th & 5th January, 2020 with financial assistance of Rs. 1, 50, 000/- (Rupees one lakh fifty thousand only) from ICSSR. Dr. Guru informed that speakers from abroad have confirmed their participation. The organizing committee for the seminar was formed with the following members:

Dr. Tarun Mandal, Principal (Chairman)

Dr. Uttam Kumar Guru (Secretary)

Mr. Sagnik Banerjee (Joint Secretary)

Mr. Hiralal Bhattacharyya (Treasurer)

Mr. Swapan Kumar Gupta, Member

Mr. Sanjay Ghosh, Member

Mr. Granthana Sengupta, Member

Mr. Pompa Bhattacharya, Member

Dr. Palash Halder, Member

Dr. Debottam Chakraborty, Member

Mr. Chayanika Dutta, Member

Sri Manabesh Patra, Member

Sri Samiran Sarkar, Member

Advisors

Dr. Debabrata Singha, President (Chief Patron)

Sri Jaduati Das

Mr. Asim Mandal

Sri Santu Das Chakraborty

Dr. Mahuya Mukhopadhyay

Dr. Amal Mazumdar

2. The Coordinator, IQAC and Convener of Academic and Examinations Sub-Committee, briefed the members that all Departmental Heads had been urged to take Odd Semester Tutorial Projects of 1st, 2nd and 3rd Semesters not through conventional Write-and Submit projects on given topics, but through kinesthetic means, that is, hands-on methods like micro-teaching, preparing models or even staging of skits/plays or through testing like Oral Tests. The members unanimously approved the same, and even appreciated these modalities of tutorial examinations.

The meeting ended with thanks to and from the chair.

Tarun Mandal

Principal

Sunderban Hazi Desarat College
Pathankhali, South 24 Parganas

Swapan Kumar Gupta

Co-ordinator
IQAC

Sunderban Hazi Desarat College
Pathankhali, 24 Pgs. (S), 743011

SUNDARBAN HAZI DESARAT COLLEGE

ESTD - 1961
NAAC A AREDITED

P.O. - Pathankhali
Dist. : 24-Parganas (South)
PIN Code No : 743611
7584906541

website : hazidesaratcollege.org



email. : shdcollege1961@gmail.com

Ref. No :

Date :

Actions Taken on the Basis of IQAC Meeting 11/2019-20, Dated -20th of December, 2019

The following actions were taken on the basis of above-mentioned meeting:

1. The International Seminar sponsored by ICSSR was held on 04 & 05 January, 2020 with 40 (forty) academicians/teachers/professionals having presented papers.
2. Departments of English and Education conducted tutorials through participative learning modes.

Tamra Mandal

Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas

Swapan Kumar Gupta

Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs.(S), 743611



Sundarban Hazi Desarat College



IQAC Meeting - 12/2019-20

Resolution

A meeting of IQAC was held on 9th January, 2020 at 3:00 PM at the Principal's Chamber, with the Principal in the Chair.

The following resolutions were taken unanimously in the meeting:

1. Agenda -1: Reporting about the ICSSR sponsored International Conference organized by the Department of English

The Coordinator thanked Dr Uttam Kumar Guru, Secretary, Organizing Committee of International Conference of the Department of English, "The Sundarbans: Past, Present, and Future Possibilities" on 4 & 5 January. It was funded by ICSSR (ERO), Kolkata, Government of India. Dr Guru reported that 40 (forty) delegates from different institutes presented papers in the conference besides 6 (six) resource persons from the country and even abroad.

2. Agenda -2: Reporting about the proposed CAS Seminar and Orientation programme on CBCS system

The Coordinator informed that the proposed seminar on "CAS Procedure" and the Orientation Programme on CBCS system for the students could not be organized as the resource persons for both the programmes were not available.

3. Agenda -3: To Form a Research Society for the promotion of Research on and about the Sundarbans

The Coordinator proposed to form a Research Society for promotion of research on various aspects of the Sundarbans—its environment, mangroves, soils, mosaic of languages, literature and myth, demography, economy and etc. The members unanimously agreed to form the society to promote research on the Indian Sundarbans. The Hon'ble Principal appreciated the decision and agreed to allocate funds for its initial operations. It was decided that it be named 'Sundarban Research Society'. Dr Palash Halder was named as founding Secretary and the Principal would act as president. The Cell requested Dr Halder to get it registered as soon as possible. The IQAC also requested to enact Bye-Laws of the Society in consultation with Research Sub-Committee and Ethics Cell.

4. Agenda -4: To get the Alumni Association registered

The Cell lamented that Mr Motiur Rahaman has not yet taken steps to get the Alumni Association registered. In view of this, Dr Palash Halder is given responsibility to take necessary steps to register the society expediently.

5. Agenda -5: Promotion of 8 (eight) nos. of teachers

It was reported by the coordinator that the CAS papers for eight teachers have been submitted. Among them, the papers of Mr. Sanjay Kumar Mandal, Mr. Tapas Mandal, and Mr. Manasi Mandal have already been processed.

Taam Mandal

1

Swapan Kumar Gupte

6. Agenda – 6: To consider initiating #goGreen Project

The IQAC Coordinator proposed that a green project be undertaken to sensitize students about environment, instilling in them values of environmental ethics and sustainability. The house approved of this unique move by IQAC. It was decided that each student be given a sapling for plantation at home. It was also decided, upon the suggestion of Chairman, that there are countless saplings in the campus itself and these saplings be collected in grow bags for distribution to students.

7. To consider Social Extension Activity of Library:

The Chairman proposed that villagers who did not have access to newspapers in this insular region be provided with access to library newspapers every afternoon at the ground floor of the Humanities Academic Building. All members unanimously approved of this decision with appreciation.

8. To Consider Organizing Fit India Cyclothon on 18-01-2020

The Coordinator proposed that the Fit India Cyclothon be held in the college by NSS on 18 January as stipulated by the Ministry of Youth Affairs and Sports by organizing a seminar on how to stay fit physically and mentally. The NSS Programme Officer concurred that the programme would be held on the day in the campus. He also pointed out that the Central Government took the initiative this year.

Misc.

9. The Chairman reported that the proposed MoU with Domkal Girls' College was executed for the purpose of faculty and students' exchange. The house applauded the efforts of Dr Mandal for the same expeditiously.
10. The Coordinator emphasized the requirement of updating the College website and the social media pages. The Social Media Cell should be issued instructions in this regard.
11. Dr. Manasi Mandal informed that Department of Botany is going to organize an International Seminar on 26th January, 2020 on "Sundarban: Science to Society". Three international speakers have confirmed their participation. All members thanked Dr Mandal for taking steps to organize the seminar.

The meeting ended with thanks from & to the Chair.

Tam Mandal
Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas

Sasapan Kumar Gupta
Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs.(S), 743611

SUNDARBAN HAZI DESARAT COLLEGE

ESTD - 1961
NAAC AAREREDITED



P.O. - Pathankhali
Dist. : 24-Parganas (South)
PIN Code No : 743611
7584906541

website : hazidesaratcollege.org

email. : shdcollege1961@gmail.com

Ref. No :

Date :

Actions Taken on the Basis of IQAC Meeting - 12/2019-20, Dated – the 9th January, 2020

The following measures were undertaken as per the resolutions adopted in the meeting no. 12/2019-20, Dated – the 9th January, 2020:

1. The ICCSSR Sponsored Seminar was held successfully.
2. The proposed CAS Seminar was cancelled.
3. The Sundarban Research Society was formed; papers were readied for the society to get registered.
4. Papers were submitted to the Registrar of Societies for registration of the Alumni Association.
5. All the 8 (eight) teachers had been promoted to next stage.
6. The #goGreen Project was initiated successfully, and saplings were distributed to students for plantation on 14 Feb., 2020.
7. The Extension Window of Library was successful with villagers coming to college for newspaper reading every afternoon.
8. The Fit India Cyclothon was held on 18 January, 2020 by NSS Unit.

Misc.

9. The MoU with Domkal Girls' College was signed on 11-12-2019.
10. The Updation of college website was underway.
11. The International Seminar of the Department of Botany was held on 26-01-2020.

Tarun Mandal

Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas



Sarapan Kumar Gupta

Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs. (S), 743611



Sundarban Hazi Desarat College

IQAC Meeting - 13/2019-20

Resolutions

An emergency meeting of IQAC was held on the 24th Day of February, 2020 at 3:00 PM at the Principal's Chamber, with the Principal in the Chair for discussion on the single agendum of the adoption of Internal Quality Assurance System or IQAS for creating and engendering a very dynamic educational ecology in the campus.

The following resolutions were taken unanimously in the meeting on the above agenda:

1. Presentation of and Discussion over Internal Quality Assurance System for 2019-20

Dr Uttam Kumar Guru presented the IQAS (Internal Quality Assurance System) for the year 2019-20. As explained by Dr Guru, it was as follows:

A student taking online admission in June-July every year would first take an Entry-Point Test through which their learning abilities would be assessed. Accordingly, each department would keep a Departmental Bi-monthly Report (DBR) on the basis of which each student's progression or retrogression would be recorded in every two-month's time. Each Academic Department would convene a meeting bi-monthly over the report where each student's progression/retrogression would be discussed, and necessary measures be taken. Upon long discussion, it was decided unanimously that this should be limited to only Honours students because of the paucity of teaching staff.

As for continual internal evaluation (CIE), it was decided, following the presentation by the Coordinator, that there would be 2 (two) Periodic Tests (PT), each carrying 20 (twenty) marks followed by Internal Examinations of 10 (ten) marks. This total of 50 (fifty) marks would be scaled down to 10 (ten) marks for entry in the university portal for final examinations as Internal Test marks as stipulated by the University of Calcutta.

As for the Divyangjan students, the Coordinator proposed 'Sudha Chandran Project' whereby differently-abled students would be provided all sorts of assistance, both department-wise and centrally. The Chairman proposed special benefits to be given to such students in hostels as well. All members approved of the same.

As for large number of SC, ST and OBC students, the IQAC decided unanimously to adopt 'Savitri Bai Phule Project' whereby all students coming from these communities would get assistance on issues like scholarship and other facilities like hostel accommodation etc.

1. As for female students hailing from minorities communities, the IQAC hereby proposed and adopted 'Fatima Sheikh Project for Girl students from Minority Communities'. Through this project the college would strive to provide all affordabilities to girl students from minority communities.

Tam Mandal

Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas

Sasapan Kumar Gupta

Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs.(S), 743611



2. It was decided that the IQAS was to be implemented soon in every Academic Department and uploaded on the website for awareness of all stakeholders.
The meeting ended with vote of thanks to and from the Chair.

Tanum Mandal

Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas

Swapan Kumar Gupta

Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs.(S), 743611

SUNDARBAN HAZI DESARAT COLLEGE

ESTD - 1961
NAAC AAREREDITED



P.O. - Pathankhali
Dist. : 24-Parganas (South)
PIN Code No : 743611
7584906541

website : hazidesaratcollege.org

email. : shdcollege1961@gmail.com

Ref. No. **Actions Taken on the Basis of IQAC Meeting - 13/2019-20, Dated- the 24th Day of February, 2020** Date :

The following actions were taken to comply with the Resolutions of IQAC Meeting (No. 13/2019-20, Dated- the 24th Day of February, 2020):

1. The AQAS of IQAC was uploaded on the college website.
2. Notice had been issued by Principal to all Departments to comply with the AQAS , and various stakeholders had been informed.

Tam Mandal

Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas

Swapan Kumar Gupta

Co-ordinator
IQAC
Sundarban Hazi Desarat College
Pathankhali, 24 Pgs.(S), 743611

