



SUNDARBAN HAZI DESARAT COLLEGE

IQAC Meeting No. – 14/20-21, dated – 12/06/2020

Via – Google Meet at 8 PM

Resolutions

The meeting of IQAC was held this day, that is, 12/06/2020, virtually through Google Meet because of lockdown. The following decisions were taken unanimously in the meeting after issue-wise discussion:

Issue -1: Status of online classes

1. The Chairman, IQAC, urged all teachers to take online classes as far as practicable. Ms Granthana Sen Gupta, Convener of Academic and Examinations Sub-Committee, conveyed that many students did not have android sets or internet connectivity in the adjoining areas of college. The house still maintained that teachers should regularly take online classes for those who had android sets as far as possible.
1. A. In this regard, the Coordinator, IQAC, requested Ms Sengupta to make a reconnaissance of students not having android sets as far as possible so that the institute could devise ways to reach out to students in these trying times.

Issue - 2: Organizing webinars and programmes on online mode

2. Dr Tarun Mandal, Chairman, urged IQAC members to convey to all Academic Departments that they should organize Webinars or programmes on virtual mode.

Issue – 3: Plantation of saplings in the campus after the cyclone ‘Amphan’

3. The IQAC members lamented the severe damage to some windows and asbestos roofs of some buildings in the college because of cyclone Amphan that swept over the areas on 16-21 May 2020. Many trees in the campus were uprooted, and Coordinator of IQAC requested the Green Cell of college to visit campus when travelling would be permitted by Government to take necessary steps in this regard. The Chairman urged the Green Cell to plants trees through a programme as and when the lockdown was lifted to compensate for the loss of green resources in the campus.

Issue – 4: Change of web address of the college by registering with ERNET India

4. The Coordinator reported that the IQAC was planning to write to ERNET India, an autonomous scientific society under the administrative control of the Ministry of Electronics & Information for registration of a domain, tentatively christened as www.hazidesaratcollege.ac.in instead of www.hazidesaratcollege.org. All members requested the Coordinator to do the needful as soon as possible in consultation with the vendor Rightbrains Technology for registration of a domain on ERNET.

Misc.:

5. The Coordinator reported that no Entry-point Examinations could be taken for students, who would take admission in Semester I in July, 2020. Hence NO **Departmental Bi-Monthly Report** could be generated as per as students’ progression was concerned.

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

Tarun Mandal

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SUNDARBAN HAZI DESARAT COLLEGE

ESTD - 1961
NAAC AAREREDITED



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Action Taken on the basis of IQAC Meeting No. 14/20-21, dated -12/06/2020

The following actions were taken on the basis of resolutions taken in the IQAC Meeting held on 12/06/2020.

1. Online classes were being held regularly except the problem of a large number of students still not reachable. 4 to 5 teachers who were technically not adept could not take classes. It was decided that Samiran Sarkar, Accountant of college, would assist those teachers in generating Google Meet links and share them at class hours.
2. Ms Granthana Sen Gupta, Convener of Academic and Examinations Sub-Committee, made the submission that as much as 42% students did not have Android sets as per her primary survey conducted over phone and reports from various academic departments. Again, many students could not support the data costs or had no internet connectivity to attend classes online. The Cell regretted the fact, and requested Ms Sen Gupta to conduct a full-fledged survey over this issue when the lockdown would be over.
3. As per decision of the meeting and upon the urging of Hon'ble Chairperson, IQAC, Departments of Botany and Zoology Contemporary organised a National Webinar on "Contemporary Issues on Biological sciences" in collaboration with IQAC. Again, despite the social immobility because of Lockdown, the Cultural Sub-Committee celebrated Teachers' day on virtual mode, and the video was uploaded on YouTube.
4. Few Trees were planted to compensate for the loss of green resources in the campus. But because of lockdown no tree plantation drive could be undertaken.
5. As per the decision of IQAC, the domain name www.hazidesaratcollege.ac.in was registered successfully on ERNET India, Ministry of Electronics & IT, Govt of India, as per an email from ERNET, dated 25 Nov, 2020. All members thanked Dr Uttam Kr Guru, Coordinator, for his efforts, and requested him to transfer all data from old website to the new one as soon as possible with assistance from the software service provider, Right Brains Technology, Kolkata.

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SUNDARBAN HAZI DESARAT COLLEGE

IQAC Meeting No. – 15/20-21, dated – 19/08/2020

Via – Google Meet at 11: 00 AM

Resolutions

The meeting of IQAC was held this day, that is, 19/08/2020, virtually through Google Meet because of lockdown. The following decisions were taken unanimously in the meeting:

Agenda- 1: Preparation for NAAC Accreditation

1. It was decided that preparations for 2nd Cycle of NAAC Accreditation had to be initiated. And Both Principal and IQAC Coordinator would often visit the campus for development works and preparation of document despite the protracted lockdown. Other teachers would visit the campus, off and on, as and when required.

Agenda – 2: Discussion about Seed Funds for Research

2. IQAC Coordinator Dr Uttam Kumar Guru proposed to initiate a research Grant under a scheme tentatively titled 'Acharjya Prafulla Chandra Research Grant' in which two grants would be sanctioned to faculty members in order to encourage them in research and innovation. He also proposed that initially two grants be sanctioned: one to a teacher/teachers jointly from among Science Departments and the other to a teacher/teachers jointly from among Humanities and Social Sciences. The grant in science subjects would be Rs. 25, 000/-, whereas that in Humanities and social sciences would be Rs. 20, 000/-. The house approved of the proposal and requested the Coordinator to finalize modalities of the grant and invite applications and proposals from faculty members for sanction of the same to best research proposals in Science and Arts.

Agenda- 3: Arrangements for Online Examinations

3. It was resolved that the Academic and Examinations Sub-Committee would make arrangements for online examinations of the University as well as Internal Examinations, taking utmost care so that no student was left out. A Grievance Window be opened for students on the website of college to lodge their complaints and grievances related to college and university examinations.

Agenda – 3: Preparing documents for opening Honours in different subjects:

4. It was noted that IQAC was preparing papers for opening Honours course in the subjects of Mathematics, Botany, Zoology, Anthropology, Sanskrit, Philosophy, Geography and Physical Education. IQAC Coordinator was requested to prepare all necessary papers as per rules of West Bengal State Council of Higher Education and University of Calcutta as soon as possible.

Tamm Mandal

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Uttam Kumar Guru

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Agenda- 4: Discussions regarding Registration of Alumni Association

5. The IQAC Coordinator emphasized the necessity of registering the Alumni Association. And first of all, the college authority would publish a Newspaper advertisement in Bengal, inviting all former students to contact teachers assigned the responsibility of collecting details of alumni of the institute.

Misc.:

6. Resolved that Ms Sumita Chatterjee, Assistant Professor and Head, Department of Education, Bamanpukur Humayun Kabir Mahavidyalaya, West Bengal would deliver a course of lectures sometime in September, 2020 as per the proposal of Ms Chayanika Dutta, Head, Department of Education.
7. The Chairman reported that all 23 (twenty three) Guest Teachers across various subjects/departments of the college were given the status of State-Aided College Teachers (SACT) by the Hon'ble Government of West Bengal through the notice issued to this end on 29-06-2020

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

Tam Mandal

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Action Taken on the basis of IQAC Meeting No. 15/20-21, dated – 19/08/2020

1. As for Prafulla Chandra Research Grants to two faculties, one from Science and the other from Humanities and Social Sciences, Dr Sanjay Kumar Mondal, Associate Professor and Head, Department of Chemistry and Ms Pompa Bhattacharyya (Principal Investigator), Ms Granthana Sengupta and Dr Debottam Chakraborty were jointly awarded the grants in February, 2021, following their applications and research proposals, and after a thorough process of blind reviews
 - i. Dr Sanjay Kumar Mondal - Investigating Groundwater Arsenic Level in Gosaba Block
 - ii. Ms Pompa Bhattacharyya et al.- A Study on Problem and Prospect of ASHA Workers
2. Special arrangements were made for online examinations starting on and from 01/10/2020. Many students who were unable to send mails of their examination copies because of not having android sets or PCs/scanners were contacted. Since the areas were crisscrossed by rivers, a boat was hired for collecting answer scripts from ferry ghats from across the blocks of Basanti and Gosaba. And this act on the part of the institution was hailed as unique in newspapers. Still an Exam Grievance Window was opened on the website.
3. Application for opening Mathematics Honours was forwarded to West Bengal State Council of Higher Education, the nodal agency for opening Honours/Major courses in West Bengal. But the officials at West Bengal State Council of Higher Education informed that because of Lockdown, the process might be delayed.
4. The process of registering Alumni Association was initiated. IQAC Coordinator said that the process of mobilization of officials at West Bengal Societies and Firms Registration office at Salt Lake, Kolkata, had been difficult as the rotation policy of attending office by them.
5. Ms Sumita Chatterjee, Assistant Professor and Head, Education Department, Bamanpukur Humayun Kabir Mahavidyalaya, delivered the proposed course of lectures for students of Education Department of our college from 23 to 30 September, 2020.
6. Ms Sumita Chatterjee, Assistant Professor and Head, Department of Education, Bamanpukur Humayun Kabir Mahavidyalaya, West Bengal.
7. The Principal issued notification to all SACTs for taking academic and other responsibilities as full-time teachers.



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SUNDARBAN HAZI DESARAT COLLEGE
IQAC Meeting No. – 16/20-21, dated – 10/11/2020
Via – Google Meet at 4:00 PM

Resolutions

The meeting of IQAC was held this day, that is, 10/11/2020, virtually through Google Meet because of lockdown. The following decisions were taken unanimously in the meeting:

Resolution-1: Establishment of NISP Unit of the college

1. Resolved that Dr Sanjay Kumar Mondal, Associate Professor and Head, Department of Chemistry, be nominated to establish and make operational the NISP unit. The placement cell and NISP Unit would work together in order to rope in all students across departments and encourage them to come up with bright start-up ideas. The college authority would allocate 2% of its total budget for promoting 2 (two) best ideas from students. The IQAC coordinator requested Dr Sanjay Mondal to adopt the NISP policy, taking into account the situatedness of college.

Resolution – 2: Establishment of Placement Cell

2. Resolved that as and when the college opens, the Placement Cell, led by Dr Palash Haldar and Dr Gautam Sen would organize a Job Placement Fair at the campus for final semester students.

Resolution – 3: Dr Sudipa Das, Assistant Professor in Zoology, to Attend FIP at JNU

3. Dr Sudipa Das, Assistant Professor in Zoology, was applying for Faculty Induction Programme (FIP – 4) at Jawaharlal Nehru University. The IQAC approved of it, and requested the Principal to provide her with necessary papers.

Resolution – 4: Decision regarding students not attending online classes

4. Chairperson Dr Tarun Mandal regretted that a large number of students who were not attending online classes might drop out of college, and venture out of state in search of jobs elsewhere because of poor economic conditions in these areas. He requested the IQAC coordinator to look after the issue and adopt a necessary policy for reaching out to them. The IQAC Coordinator reported that a proper policy would be implemented and followed soon to address the issue of drop-outs in consultation with Academic Sub-Committee.

Resolution – 5: Duties assigned to teachers for preparing AQAR 2019-20

5. Resolved that all teachers would routinely visit the campus on rotation to help IQAC Coordinator prepare the AQAR, 2019-20. Although the communicational difficulties for teachers to arrive in college during these times of social immobility were noted, the Chairperson expressed the importance of timely submission of the AQAR and proposed thereby to issue a notice in this regard.

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Resolution – 6: Reporting the Distribution of Masks and Sanitizers to villagers of Tentultali

6. Dr Palash Haldar, NSS Programme Officer, reported that despite the lockdown NSS volunteers, all local students residing in the area, distributed masks and sanitizers to the villagers of Tentultali, the village adopted by NSS Unit 03-11-2020. Maintaining strict COVID – 19 protocol, the volunteers led by Dr Haldar also sensitized the villagers about COVID – 19 protocol.

Misc.: Online portal for uploading university examination papers

7. The IQAC Coordinator informed the house that online examinations of Semester III & V would be held in the first week of December, and to enable students to access University Question Papers easily, a window would be annexed to the college website. Students could easily access question papers 30 (thirty) minutes before start of examinations. The house appreciated this activity of IQAC as many students could not find their questions papers on University website.

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

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Action Taken on the basis of IQAC Meeting No. 16/20-21, dated – 10/11/2020

The following actions were taken on the basis of resolutions taken in the IQAC Meeting held on 10/11/2020:

- A. Dr Sanjay Kumar Mondal, Coordinator, NISP Unit, regretted that the policy could not be adopted or implemented as no member of the Cell could attend the meeting on 25-12-2020 in person because of the sudden surge in COVID – 19 cases in these parts of West Bengal and the ensuing lockdown again.
- B. The NISP and Placement Cell informed IQAC Coordinator that the modalities for organizing the Job Fair and etc were discussed in their meeting held online on 6 January, 2021. But students who lost much of their focus because of the protracted lockdown should be given training on career development skills by some third party firm for about 40/45 hours.
- C. Dr Sudipa Das, Assistant Professor in Zoology, were released from all duties at college, enabling her to join the Faculty Induction Programme conducted online by HRDC-UGC, JNU.
- D. The IQAC made arrangements for an online portal for uploading the question papers of university examinations. Members of Academic and Examinations Sub-Committee divided among themselves the onerous task of downloading the question papers of subjects concerned to upload the same on college website.

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SUNDARBAN HAZI DESARAT COLLEGE

IQAC Meeting No. – 17/20-21, dated – 08/02/2021
Via – Google Meet at 4:00 PM

Resolutions

The meeting of IQAC was held on the 8th Day of February, 2021, through Google Meet. The following decisions were taken unanimously in the meeting after long and issue/agenda-wise discussions:

1. Agenda-1: Status of Online Classes

Ms Granthana Sen Gupta, Convener of Academic and Examinations Sub-Committee, reported that *prima facie* few more students were joining online classes with the acquisition of android sets. But still many students could not access these classes because of the want of android sets in the poverty-ridden Sundarban delta. The Chairman requested all faculty members to take as many online classes as possible. It was decided that Ms Sen Gupta would strictly monitor these classes.

2. Agenda-2: Reporting about the Calcutta University Notification about online uploading of students' registration data of 2020-21 [CU Ref: No.: R /629/2020, dated 13.11.2020]

Principal-cum-Chairman reported about the notification of University of Calcutta No. R /629/2020, dated- 13.11.2020, that asked for uploading of all registration data/papers on the Registration Portal of University. He reported that ministerial staff, namely, Sri Manabesh Patra and Sri Biplob Mondal, had already almost completed the uploading by visiting the college even amid the lockdown. The house thanked these ministerial members for their efforts.

3. Agenda-3: Purchase of Sports Items from RUSA 2.0 Funds and Creating a healthy sports culture in the campus

The Coordinator informed the house that, as per the intimation of Dr Bappaditya Naskar, Convener of Sports Sub-Committee to the Coordinator via e-mail, a good number of vendors had responded to the e-tender notice for sports and gym items. It was then decided that the gym items be arranged and fitted in a vacant room in the ground floor in the 2nd Year Girls' Hostel. It was decided that Dr Bappaditya Naskar be requested to formulate a comprehensive sports culture in the college. It was deemed necessary now as such activities would help students realign themselves with the normal process of curricula and cocurricula activities after the lockdown.

4. Agenda-4: Reporting about AQAR documents collection and arranging them metric-wise

The Coordinator reported that few teachers had not submitted the necessary papers/programmes organized etc as they could not get to college in person because of the lockdown. The Chairman, however, requested the faculties concerned to visit college to collect all

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information/papers from college as soon as possible. It was decided that necessary notification in this regard would be issued soon by the Principal-cum-Chairman.

5. Agenda – 5: Reporting About MoU with Vidyanagar College, South 24-Parganas.

The Chairman reported that a MoU had been signed with Vidyanagar College, Amtala, South 24-Parganas. The house appreciated it, and urged the Chairman and the Coordinator to engage actively with this institute for benefits of students and faculty alike.

Misc.:

6. Dr Uttam Kumar Guru, HoD of English Department, reported that ICSSR had released the remaining Rs. 15,000/- (Rupees fifteen thousand only) of Rs. 1, 50, 000/- (Rupees one lakh fifty thousand only) for organizing the International Conference held on 04 & 05 January, 2020.

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

Taam Mandal

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1. Ms Granthana Sen Gupta, Convener, Academic and Examinations Sub-Committee, was given the responsibility of keeping track of online classes.
2. Uploading of all data of students for registration was executed in time.
3. Various sports items were purchased and one more gymnasium was installed for girl students of hostels.
4. AQAR of 2019-20 was submitted.
5. MoU with Vidyanagar College was signed 08-01-2020.

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