



## SUNDARBAN HAZI DESARAT COLLEGE

IQAC Meeting No. – 18/21-22

Date: 18/06/2021

Venue: Google Meet

Time: 7:30 PM

### Resolutions

The meeting of Internal Quality Assurance Cell (IQAC) took place this day, that is, 18-06-2021, virtually through Google Meet under the Chairmanship of Principal Dr Tarun Mandal.

In the meeting the following decisions were taken after agenda-wise discussion:

#### Agendum – 1: Entry-Point Test

1. The Coordinator reported that if the lockdown was not lifted after the admission to the 1<sup>st</sup> semester, and if the lockdown continued, no entry point test could be taken online as the college could not develop such system. Again, one important aspect of such tests and their importance lie in the fact that through these tests the newly admitted students are introduced to the significance of tertiary education, and online tests of students fresh out of higher secondary/ +2 would be of little importance in this regard. But it was decided that this test would be taken once the college opened.

#### Agendum – 2: Commencement of online classes of compulsory ENVS of 2<sup>nd</sup> Semester students

2. Decided that online classes of compulsory ENVS of 2<sup>nd</sup> Semester students would begin on and from 20 June, 2021. And accordingly, the Principal would issue notification this day, and Ms Granthana Sen Gupta was requested to circulate the same among students through WhatsApp and Telegram groups.

#### Agendum – 3: Mentoring of Students

3. The IQAC Coordinator reported that all members of teaching staff had been sent the lists of mentees via e-mail so that they could take online mentoring classes following a general meeting of Academic and Examinations Sub Committee in which all the faculties were informed about the mentoring guidelines and the policy concerned. The house approved of the same. The Coordinator further informed that in these trying times of COVID – 19, an ethical counseling to students through mentoring was hugely important besides serving the purpose teacher-student connect.

#### Agendum – 4: Opening of Online Portal for Competitive Examinations.

*Tarun Mandal*

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Pathankhali, South 24 Parganas

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4. The IQAC Coordinator informed the house about the opening of an online portal for competitive examination for all students of the current session. The window was annexed to the college website and all students could log in with their registration details and date of birth and access thousands of questions/answers and even mock test papers. The Chairman Mr Mandal Expressed his views that students sitting at home and without any access to library and bookshops would be hugely benefitted by this.

**Agendum – 5: Preparation of E-Prospectus**

5. The Chairman maintained that the IQAC and Academic Sub-Committee should develop and host on website an E- Prospectus for the newly admitted students. Accordingly, it was decided that Mr Sagnik Banerjee, Assistant Professor of English along with Dr Uttam Kumar Guru was assigned the responsibility of designing the prospectus as soon as possible for web hosting.

**Agendum – 6: Reporting about World Environment Day Celebration on June 5, 2021**

6. The IQAC Coordinator reported about the celebration of World Environment Day (WED) on June 5, 2021 through online mode. In the virtual programme, Dr Nilanjana Das, Associate Professor of Geography, University of Calcutta, delivered the Arabinda Panda Memorial Lecture on invitation. The house thanked all members of IQAC for this programme and urged everyone to organize such programmes on important occasions.

**Agendum – 7: To Consider Adoption of the village Tentultali by the NSS Unit**

7. The NSS Programme Officer Dr Palash Halder, Assistant Professor of Mathematics, who recently took charge of NSS from Dr Sanjoy Kumar Mondal, Associate Professor in the Department of Chemistry, proposed that the NSS should adopt the adjoining village of Tentultali. The reason behind his proposal was the underdevelopment and low literacy rate in this ST populated village. The house approved of the same and urged Dr Halder as well as the Chairman to undertake the issue of adoption with the Gram Panchayet authority.

**Agendum - 8: To Consider Organizing a Webinar on Reverse Migration to be held in July**

8. The Chairman reported that Departments of Commerce & Economics were going to organize a Webinar on 'Reverse Migration during Covid -19' in July. The house approved of the proposal with appreciation.

**Misc.:**

9. The Chairman-cum-Principal reported about the damages done to college buildings and trees uprooted in the cyclonic storm YAAS. At the same time, he informed the house that the impact of the cyclonic storm was not as much as was feared initially.

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

*Tam Mandal*  
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# SUNDARBAN HAZI DESARAT COLLEGE

ESTD - 1961  
NAAC AAREREDITED



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Dist. : 24-Parganas (South)  
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website : hazidesaratcollege.org

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Ref. No : .....

Date : .....

## **Actions Taken on the Basis of IQAC Meeting No. – 18/21-22, Dated – 18-06-2021**

The following actions were taken to comply with the meeting resolutions taken on 18-06-21:

1. Because of lockdown NO entry-point test could be taken.
2. Online ENVs classes were held.
3. Mentoring of students through online mode was done by almost all teachers. And even on online mode, the students interacted with mentors with their problems and grievances.
4. The online portal for competitive examinations was opened and annexed with the website for all students from 2<sup>nd</sup> year onward.
5. The E-Prospectus, prepared by Mr Sagnik Banerjee, Assistant Professor of English, was scrutinized by Academic and Examinations Sub-Committee before uploading on website for viewing by guardians and students seeking admission to 1<sup>st</sup> Semester UG programmes.
6. The online Arabinda Panda Memorial Lecture on World Environment Day on 6 June was hugely successful.
7. The village of Tentultali was adopted by NSS in July, 2022,
8. The Seminar on 'Reverse Migration' was held successfully on 10-07-2021 through online platform and students; participation was noticeable.

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## SUNDARBAN HAZI DESARAT COLLEGE

IQAC Meeting No. – 19/21-22

Date: 09/08/2021

Venue: Google Meet

Time: 8:00 PM

### Resolutions

The meeting of Internal Quality Assurance Cell took place via Google Meet at 8:00 PM on the 9<sup>th</sup> Day of August, 2021 with Principal Dr Tarun Mandal in the Chair. At first the minutes of the earlier meeting were read and confirmed.

The following resolutions were taken after long discussion on all the issues and on some miscellaneous ones that arose out of discussion:

#### Agendum – 1: Automation of Library

1. It was decided that the central library be automated partially for easier access of books and study materials by students. Despite the financial handicaps the college was facing, it was decided that for managing the lending and accessing process of books and study materials, partial automation was imperative and to be executed as soon as possible.
1. A. Mr Sukumar Mondal, the invited member in this meeting, explained the necessity of reorganizing the stacks of books and other study material for **open access system** so that students themselves could locate books and read them alongside the almirahs and racks of books. The house approved of the same and requested Mr Mondal to take measures to complete it by one month's time.

#### Agendum – 2: Improvisations in teaching-learning methods

2. After long discussions, it was decided unanimously that as and when the college reopened after the lockdown, teachers should emphasize upon interesting methods of teachings like experiential and participative teaching-learning and encourage students for kinesthetic modes of learning. It was also decided that all faculty members should emphasize upon ethics and human values in their curricula delivery with positive intent. These decisions were taken in view of the protracted lockdown and the resultant psychological effects and moral erosion among students because of social immobility.

#### Agendum – 3: Discussions about Internal Mechanism for Life-Skill Development of Students

3. The IQAC Coordinator proposed about an internal mechanism of life-skill development programmes for students. Following long discussions, it was decided that for each life-skill development programme, students should be issued certificates with the signatures of experts/resource persons and Principal. It was decided that these programmes should be conducted in the form of workshops and hands-on experiences for students to gain in

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knowledge and skills about ICT, Soft Skill, Communications and Yoga and even Skills on health and hygiene.

**Agendum – 4: Commencement of online classes for 3<sup>rd</sup> and 5<sup>th</sup> semester students**

4. It was decided that the online classes of 3<sup>rd</sup> and 5<sup>th</sup> semester students should commence immediately after the conclusion of 2<sup>nd</sup> and 4<sup>th</sup> semester examinations on 4 and 6 September, 2021 respectively. The Principal would issue notification in this regard soon after that in consultation with Academic and Examinations sub-Committee.

**Agendum – 5: Organizing Webinars for involving students in academic activities**

5. The Chairman expressed his views that all Academic Departments, NSS and IQAC should take measures to organize webinars and programmes to emphasize the institute-student connect during this time of social distancing that might be harmful to students' attachment to the college. It was decided that all departments and sections of the college should take measures expeditiously to organize webinars and online programmes.

**Agendum – 6: Reporting about opening of Mathematics Honours**

6. The Chairman reported that the college had written to the Inspector of Colleges, University of Calcutta, on 02-08-2021, furnishing all details, in reply to his letter dated 28 May, 2021 seeking compliance with some directives for opening Honours course in Mathematics. He expressed his hope that the college could take admission in this course from the current academic session.

**Misc.:**

7. The Coordinator reported that the Departments of Education, Political Science and Economics are going to organize an International Webinar on "Strategising Preparedness for Natural Disasters in Sundarbans" on August 14, 2021, under the aegis of IQC and in collaboration with *Shudhu Sundarban Charcha*, an organization with which the college signed a MoU in February, 2020. The keynote address would be delivered by Dr Annu Jalais, Assistant Professor, South Asian Studies Programme, National University of Singapore – a Sundarban scholar of international repute. The other speaker – a well-known Sundarban enthusiast Mr. Jyotirindranarayan Lahiri, Editor, *Shudhu Sundarban Charcha*, and Founder Secretary, *Tepantarar Swapno*.

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

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## Actions Taken on the Basis of IQAC Meeting No. 19/21-22, Dated - 09/08/2021

1. Library was partly automated with installation of KOHA Library Software, Bar Code Scanner etc.
2. Most Academic Departments had undertaken participative teaching-learning methods
3. Two Skill Development Programmes were held for students.
4. Online classes of 3<sup>rd</sup> and 5<sup>th</sup> semester started, and with acquisition of more android sets, more students were reported to have joined these classes.
5. Departments of Economics, Political Science and Education organized the seminar on "Strategising Preparedness for Natural Disasters in Sundarbans" on August 14, 2021, under the aegis of IQC and in collaboration with *Shudhu Sundarban Charcha*, an organization with which the college signed a MoU in February, 2020.
6. Mathematics Honours was opened upon the submission of all relevant papers to papers.

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**SUNDARBAN HAZI DESARAT COLLEGE**

IQAC Meeting No. – 20/21-22

Date: 08/10/2021

Venue: IQAC Office, Time: 2:30 PM

**Resolutions**

The meeting of Internal Quality Assurance Cell (IQAC) took place this day, that is, 08/10/2021, at IQAC Office with Principal Dr Tarun Mandal in the Chair.

At the outset, the Principal thanked all members for arriving in college in person for this meeting despite the lockdown. After threadbare discussions, the following resolutions were adopted unanimously:

**Agendum – 1:**

**1. Highlighting Ethics. Human Values, Human Rights and Environment and Sustainability in Teaching by Faculties:**

The IQAC Coordinator emphasized that each faculty member should perforce take at least ONE special class per week on issues of gender, human rights, ethics and values, environment and sustainability and etc. related to the syllabi and even beyond the prescribed curricula. This was aimed at addressing moral and social aspects of life during the lockdown that had impacted the mental health of people and our students. This apart, all faculty members should make sure that all students, especially those studying Honours course, undertake experiential or participative learning projects in each semester. All members agreed on the point that the these modes of teaching would bring students back to college and formal mode of teaching.

**Agendum – 2:**

**2. Entry Point Test:**

It was decided that the Entry Point Test of all newly admitted students would be taken two weeks after the commencement of classes in July.

**Agendum – 3:**

**3. Adopting Annual Quality Assurance System (AQAS):**

The IQAC Coordinator explained to the house the AQAS of college, elaborating on the educational ecology of IQAC. The house approved of the same, urging the IQAC Coordinator to implement the system for betterment of learners.

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#### Agendum – 4:

#### 4. Commencement of Value Added Courses:

The Coordinator pointed out that a number of Value-Added Courses (VACs) were to be introduced to complement/enrich the university curricula and to improve the skills and knowledge of learners after the lockdown was lifted. The Principal emphasized that students should be sensitized and encouraged through an orientation programme about these courses. The Academic Sub-Committee would closely monitor and report about the progress of these courses from time to time. The Principal requested the IQAC Coordinator to do the needful in order to make these VACs successful. All members agreed on the fact that after the lockdown and the long detachment of students from the regular learning mode, these courses would bring students back to college. The VACs are, as decided unanimously by all members after long discussions, as follows:

| Sl No | Name of the ADD-ON course                                 | Responsible Departments/Sections |
|-------|-----------------------------------------------------------|----------------------------------|
| 1     | Basic Health Education                                    | Physical Education               |
| 2     | Analytical Problem-Solving Techniques for Practical usage | Mathematics                      |
| 3     | Leadership and Personality Development Course             | Economics and Commerce           |
| 4     | Technical Writing Course                                  | English                          |
| 5     | Stress Management Course                                  | Education and Physical Education |
| 6     | Tourism and Geography                                     | Geography                        |
| 7     | Indian Knowledge System                                   | Sanskrit and History             |
| 8     | Scientific Writing Course                                 | English                          |
| 9     | Basic Entrepreneurship Skills                             | Commerce                         |
| 10    | Understanding Gender and law                              | Political Science                |
| 11    | Journalism                                                | Bengali                          |
| 12    | Proof Correction                                          | Bengali                          |
| 13    | Wave and Oscillation                                      | Chem.& Phy                       |
| 14    | Gandhi and Education                                      | IQAC with History                |
| 15    | Developing Nursery of Medicinal Plant                     | Botany                           |
| 17    | Women in art and Literature                               | Vishakha Cell                    |

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|     |                                            |                                       |
|-----|--------------------------------------------|---------------------------------------|
| 18  | Fresh water- Pisciculture                  | Zoology                               |
| 19  | Human Rights                               | NSS & Political Science               |
| 20  | Course on Film Appreciation                | English                               |
| 21  | Organic farming and Nursery Beautification | Botany with Eco Club                  |
| 22  | Nursery Training                           | NSS and Eco Club                      |
| 23  | Communicative Eng & Soft Skill             | English Department                    |
| 24  | Self-Defense                               | Women's Cell & ICC POSH Cell          |
| 25  | Basic Harmonium Lessons                    | Cultural Club                         |
| 26. | Certificate Course in Web Designing        | With Right Brains Technology, Kolkata |

It was also decided that all the courses should have the same structure as mentioned below:

- a) Course Duration: 30-40 Hours
- b) Total Marks for Examinations: 30
- c) Grading:

| Marks Scored | Percentage | Comments    |
|--------------|------------|-------------|
| 85 and above | A++        | Outstanding |
| 70-84        | A+         | Excellent   |
| 60-69        | A          | Very Good   |
| 50-59        | B          | Good        |
| 45-49        | C          | Mediocre    |
| Below 40     | F          | Failed      |

It was also decided that all Coordinators of these courses to be decided by the respective sections/Departments would submit a course structure on upon issuance of the notice to that effect to Ms Granthana Sengupta, Academic and Examinations Sub-Committee Convener within/by the stipulated time. Also resolved that Sri Biplob Mondal would be the ministerial in-charge for managing all logistics required to run these courses.

#### Agendum – 5:

#### 5. Reporting about the webinar organized by the Departments of History and Anthropology.

The IQAC Coordinator reported that Departments of History and Anthropology had successfully organized a state level webinar on 11-09-2021.

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# SUNDARBAN HAZI DESARAT COLLEGE

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## ACTION TAKEN REPORT

On the basis of IQAC Meeting No. – 20/21-22, Dated: 08/10/2021

1. As per the report of Academic and Examinations Sub-Committee report, most faculty members are taking or have taken measures to take special classes. Few Departments have taken steps to undertake experiential or participative learning projects, especially English and Education.
2. As the college opened on 16 Nov, 2021 after more than one and half years of lockdown, the Entry Point Test of newly admitted students could not be taken so far. But IQAC would take proper measures to organize the Test soon.
3. The IQAC would implement the IQAS to engender a balanced educational ecology in the campus.
4. Instructions regarding commencement of 26 (twenty five) VACs were issued by Principal in a general notification on 19 November, 2021. Accordingly, all Departments took measures to finalize course structures and commence classes from around the first week of December, and most Departments commenced classes from 1 and 2 December, 2021. As per review reports, all 26 courses were completed in time.
8. Saplings were distributed by students themselves 05-05-2022.

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IQAC Meeting No. – 21/21-22

Date: 21/01/2022

Venue: IQAC Office, Time: 2:00 PM

**Resolutions**

The meeting of Internal Quality Assurance Cell (IQAC) took place this day, that is, 21-01-2022, at IQAC Office with Principal Dr Tarun Mandal in the Chair.

At first, minutes of the earlier meeting dated 08-10-2021 were read and confirmed. The Principal informed the house that the offline mode of teaching-learning was resumed on and from 16-11-2021 following a state government order to that effect.

After long and agenda-wise discussions, the following resolutions were adopted unanimously:

Agendum – 1:

**1. Agendum – 1: Uploading of Study material on LMS by Faculty Members and access of the same by students**

The Coordinator reported that a very effective Learning Management System (LMS) window was opened. The Right Brains Technology, the software firm which the collage had collaboration for maintaining our website, annexed it with our website – [www.hazidesaratcollege.ac.in](http://www.hazidesaratcollege.ac.in). It was then decided that every teacher would upload study material/videos/PPTs on the LMS page for access by students. It was also decided that all faculty members would sensitize students about this facility and assist them in accessing the system on their android sets. The Principal would soon notify all faculty members about this.

**2. Agendum – 2: Orientation Proramme for the newly admitted students**

Ms Granthana Sengupta, Academic and Examinations Committee Convener, and the IQAC Coordinator conveyed to the house that an Orientation Programme had been conducted online for the newly admitted students to sensitize them about the CBCS structure of syllabi. But it was reported that many students were not still aware of the course structures. It was then decided that each Academic Department would take measures to acculturate students of their respective departments with course structures, grades, CGPA and etc.

**3. Agendum – 3: Formation of Co-Operative Society of the Employees**

The Chairman reported that some members of the teaching and non-teaching staff had formed a Co-Operative Society in November, 2021 with prior approval from his end. The house applauded this, and urged him to take necessary measures to get it registered and annexed it with a Co-Operative Bank in consultation with the Cooperative Inspector of Gosaba Block.

*Tarun Mandal*

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**4. Agendum – 4: Reporting about MoU with Govt. Degree College, Dantan – II, Paschim Medinipur and Sundarban Bijohnagar Disha, an NGO**

The Coordinator reported about an education collaboration with Govt. Degree College, Dantan – II, Paschim Medinipur, West Bengal for students and faculty exchange. It was signed on the 3<sup>rd</sup> Day of the current month, that is, January itself. The other was with a voluntary non-profit registered society that works for the empowerment of the rural women of the Sundarbans. The house expressed thanks for the MoUs and urged both IQAC Coordinator and the Chairman about organizing events/lectures/programmes under these collaborations.

**5. Agendum – 5: To Consider Offering Institutional Scholarship**

The Chairman placed the letter submitted by Dr Palash Halder, Head of Department, Mathematical Sciences, offering 1 (one) scholarship of Rs. 6000/- per academic session to one girl student. The members thanked Dr Halder for this offer of assistance to a needy student every year. It was decided that the terms and conditions for this scholarship would be finalized by the Teachers' Council in consultation with IQAC Coordinator.

**6. Agendum – 6: Introduction of Mobile Application for Mentoring etc.**

The Coordinator informed all members present in the meeting that Biplob Mondal, the ministerial member on college payroll, had been given the task of developing an easy-to-use mobile application. Initially, it had been meant only for mentoring, but it was lately developed to accommodate windows like students' data and notices etc. Both students and teachers would benefit from this application. After a long discussion on its features and naming, it was decided that it be named *Chānakya*, after the ancient Indian polymath. It was also decided that all students would be encouraged to install and use the application.

**7. Agendum – 7: To Consider Organizing *Krishi Mela* in March**

It was decided that like previous year the *Krishi Mela* (Agriculture Produce Display Programme) be organized soon for providing encouragement to local farmers and cultivators and engender a social bonding between college and locality.

**8. Agendum – 8: To Consider Organizing Computer Training to Local School Children**

The Coordinator proposed that NSS should conduct a Computer Training Programme for local school children hailing mostly from economically challenged families as part of social extension policy of the college. The House approved of the same with appreciation.

8. A. It emerged from discussion that many students residing in hostels had no IT Skill, and IQAC should organize such primary training schedule for them too. Decided that teachers residing in the campus would supervise and monitor these training schedule, tentatively, fixed at 3:30 PM to 4:30 PM from Tuesday to Friday. Notification in this regard would be issued soon.

*Tarun Mandal*

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**Misc:**

9. The Coordinator pointed out that the college was developing an Enterprise Resource Planning (ERP) software for the following purposes:
- a) Teachers' Daily Diary
  - b) Departmental Bi-monthly Report (DBR)
  - c) All Types of Leaves
  - d) Attendance of Teachers in Seminars/Conf./OPs/RCs
  - e) Publication Details &etc.

The house approved of the same and urged both the Coordinator and the Chairman to work upon the issue expeditiously.

10. The Coordinator emphasized about the necessity of organizing Faculty/Performance Development Programmes for faculty members, taking into account the remoteness of college and the resultant disadvantages teachers face on daily basis. It was then decided that such programmes and workshops should be organized.

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

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Principal  
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Ref No. : .....

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## Action Taken Report on IQAC Meeting No. – 21/21-22, dated – 21-01-22

1. All teachers uploaded study materials on LMS and encouraged students for accessing the same on website.
2. The Orientation Programme for newly admitted students was conducted on 11 Feb, 22.
3. The Co-Operative Society was formed, and papers were being prepared for its registration through Block Cooperative Inspector.
6. The Mobile Application for Mentoring named 'Chanakya' was launched successfully.
7. Krishi mela or Agriculture Display Programme was successfully held on 17/03/2022.
8. The Computer Training Programme for both local school children and hostellers of college were started from 15/04/2022.
9. As per the review report on 30/05/22022, the software was still being developed for launch in the next month, that is, June, 2022.
10. IQAC organized the Faculty Development programme in collaboration with Right Brains Technology from 14-03-2022 to 18-03-2022.

*Tanen Mandal*

Principal  
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IQAC Meeting No. – 22/21-22

Date: 12/05/2022

Venue: IQAC Office, Time: 2:00 PM

### Resolutions

The meeting of Internal Quality Assurance Cell (IQAC) took place this day, that is, 12-05-2022, at IQAC Office with Principal Dr Tarun Mandal in the Chair. At first, minutes of the last meeting (No. 21/21-22), dated – 21-01-2022 were read and confirmed.

After long and agendum-wise discussions, the following decisions were taken:

**Agendum – 1: To Consider Introduction of Departmental Social Responsibility:**

1. It was decided that each Academic Department would carry out at least ONE activity of social and ethical responsibility involving mainly students of Departments concerned for instilling in them social and moral values. The Chairman opined that it be made mandatory and obligatory for each academic department.

**Agendum – 2: To Consider Taking necessary measures for opening NCC Unit in college**

2. The Chairman reported that the college had written on 19-04-2022 to the Commanding Officer, 20 Bengal Battalion, National Cadet Corps. Kolkata, West Bengal, following a telephonic conversation with the OSD of his office, for opening NCC wing in the college as soon as possible. It was also reported that that Dr Palash Haldar, Assistant Professor of Mathematics, had been deputed as Commanding Officer in the application for seeking approval for opening the NCC Unit in the college.

**Agendum – 3: To Consider Improvisations in Teaching Methods and Use of ICT Tools in Classroom teaching.**

3. It was decided, following long discussion, that members of teaching staff should use ICT tools in their curricula delivery. It was also decided that they should apply modes of participative and experiential teaching-learning on regular basis. Ms Granthana Sen Gupta, Convener of Academic and Examinations Sub-Committee was given the responsibility of supervising and monitoring this as per the unanimous decision of the house.

In this context, IQAC Coordinator mentioned that there are 8 (eight) ICT enabled classrooms and classes in the routine should be regulated so that almost all teachers could take classes in these rooms. Ms Sen Gupta and Mr Sagnik Banerjee, Assistant Professor of English and Member of Academic and Examinations Sub-Committee would look after the issue.

*Tarun Mandal*

Principal  
Sundarban Hazi Desarat College  
Pathankhali, South 24 Parganas

*Dr. S. S. Banerjee*

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#### **Agendum – 4: Reporting about Formation of Electoral Literacy Club**

4. It was reported that an Electoral Literacy Club was formed under the aegis of IQAC on the 6<sup>th</sup> Day of the current month, that is, May. Ms Rupali Halder, Faculty member in Political Science Department, was given the charge of managing the affairs of this club and starting the registration process of students as members and preparing the Memorandum of Association. All the members ratified the formation of the Club.

#### **Agendum – 5: Reporting About Professional Development Programme (PDP) held in March, 2022**

5. The IQAC Coordinator reported about the Professional Development Programme (PDP) held from 14-03-2022 to 18-03-2022 from 2 PM to 5 PM for five consecutive days. The Founder-Director of Right Brains Technology Mr Rajib Mukherjee delivered a course of 5 (five) lectures on 'Programme Outcome (PO) and Course Outcome (CO) and Attainment Evaluation Process'. It was also reported that the PDP was organized as part of collaborative MoU of the college with Right Brains Technology, Kolkata.

#### **Agendum – 6: Reporting about Initiative of IQAC and NSS for Plastic-Free Campus**

6. The Coordinator reported about a unique campaign taken by IQAC together with NSS Unit of college for a plastic-free campus. The campaign – Collect 100 Plastic Items and Deposit to Bins for a BPA-Free Water Bottle' – was launched on 05-04-2022. Soon after launching the programme, as many as 17 (seventeen) students and 2 (two) teachers deposited 100 plastic items each and were awarded BPA-Free water bottles. All members approved this move of IQAC and NSS with appreciation.

#### **Agendum – 7: To Consider Inauguration of Jadav Payeng Eco Club and an in-campus Nursery**

7. The Coordinator reported that Jadav Payeng Eco Club be inaugurated along with an –in-campus nursery that the members of the club had themselves developed. The house approved of the same with appreciation and unanimously urged the Coordinator to fix a date as soon as possible for inauguration of both the club and the nursery.

It was also decided alongside that 3 (three) more clubs be established to keep students engaged in co-curricular activities:

1. A P J Abdul Kalam Debating Club
2. Meghnad Saha Science Club
3. Lata Mangeshkar Cultural Club

*Tamara Mandal*

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**Agendum – 8: To Consider Celebrating 15<sup>th</sup> August with local school children**

8. Decided, upon the suggestion of the Coordinator, that the Independence Day be celebrated under the nomenclature 'Azadi Ka Amrit Mahotsav' with school children from local schools. The house unanimously approved of the same with appreciation.

**Agendum – 9: Reporting About Establishment of Ambedkar Study Circle for Inclusive Atmosphere in Campus**

9. The Coordinator reported about the establishment of Ambedkar Study Circle – a reading group – that would help engender inclusive environment in the campus. The Chairman highlighted that more than seventy percent of students hailed from SC, ST, OBC and Minority communities, and therefore the Circle was believed to be of immense significance. It was reported that Dr Palash Halder, NSS Programme Officer, would be the founding secretary of the Circle. All members approved of the same with appreciation.

**Misc:**

10. The Chairman reported that Environmental Information System (ENVIS), Botanical Survey of India, had agreed to conduct an Awareness Campaign on Conservation of Mangroves of Sundarban Biosphere Reserve as per their letter dated – 03-03-2022. And accordingly, the programme was held on 24-03-2022 under the Coordinator-ship of Dr Sudipa Das, Assistant Professor of Botany. The house applauded Dr Das for making arrangements for the successful seminar.
11. It was also reported that Registration process for Alumni Association and Sundarban Research Society is underway. Websites of both the wings were created - [www.shdcalumni.org](http://www.shdcalumni.org). & [www.srsshdc.org](http://www.srsshdc.org). Contents are being developed.
12. The NSS Programme Officer reported that NSS volunteers undertook a Tree Plantation drive in the adopted village of Tentultali on 20-04-22. The house appreciated this move by NSS and requested the Programme Officer to look after these plants during this scorching summer by watering them off and on.
12. A. It was also reported by NSS Programme Officer that A Swacchta Rally and Seminar was organized in the campus on 23- 04-22. The seminar was sponsored by Ministry of Sports & Youth Affairs, Govt. of India.

*Taunm Mandal*

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# SUNDARBAN HAZI DESARAT COLLEGE

ESTD - 1961 NAAC ACCREDITED  
Affiliated to University of Calcutta :: RUSA 2.0 Funded

Ref No. : .....

Date : .....

## Action Taken Report

**IQAC Meeting - 22/21-22, Dated - Date: 12/05/2022**

1. As per reports submitted to this end, All Academic Departments had either conducted programmes on Departmental Social Responsibility or had been doing such practices in their Departments beforehand.
2. Application for opening NCC Unit had been submitted to the competent authority for necessary action.
3. Except 7 (seven) teachers who are not conversant with ICT, all members of teaching staff were taking classes on regular basis using ICT tools.
4. The Electoral Literacy Club was formed, and members were organizing various programmes since then.
5. The Professional Development Programme (PDP) was held from 14-03-2022 to 18-03-2022 from 2 PM to 5 PM for five consecutive days.
6. Jadav Payeng Eco Club was active in organizing various programmes and developing the in-campus nursery.
7. The Plastic Free Campus Drive was hugely successful.
8. The Programme *Azadi Ka Amrit Mahotsav* on 15 August, 2022, was immensely successful fulfilling the objective of the programme, that is, instilling in the students feelings of patriotism and nationalism.
9. Many students enrolled as Members of Ambedkar Study Circle and were active in promoting and fostering atmosphere of inclusivity in the campus.

*Tam Mandal*  
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