



SUNDARBAN HAZI DESARAT COLLEGE

IQAC Meeting No. – 23/22-23, Dated - 15/06/2022

Venue: IQAC Office, Time: 2:30 PM

The meeting of IQAC was held this day, that is, 15 June, 2022, with Dr Tarun Mandal, Principal, in the Chair. At first, Dr Mandal thanked all members to remain present in college for the meeting despite the summer recess.

The following decisions were taken unanimously in the meeting after agenda-wise discussions:

Agendum – 1:

1. Reporting Poor Attendance of Students:

The Coordinator lamented the poor attendance of students. It was observed that because of poor economic condition many students who commuted daily could not afford the costs of travelling from and to different islands. The Principal assured to take up the issue with local administration to lower the ferry charges.

Agendum – 2:

2. Developing an in-campus Nursery of Forestry Plants by Members of Jadav Payeng Eco Club:

It was proposed and decided thereon that members of the Jadav Payeng Eco Club, formed under IQAC for promoting green awareness among students, would develop a nursery of plants from saplings collected from the campus itself in grow bags under an expert to be invited by college for providing necessary inputs in this regard.

Agendum – 3:

3. Experiential and Participative Teaching Methods to be Implemented:

It was decided that IQAC would make mandatory the participative and experiential learning activities in each academic department and for each faculty member. The house agreed on this point, and urged the Principal to issue necessary notification in this regard.

Agendum – 4:

4. Commencement of Value-Added Courses:

It was unanimously decided that like the previous session the following VACs were to be conducted from the third week of August this year. As per the proposal of IQAC Coordinator, most courses would rerun, whereas few new ones would be introduced. Upon approval of the members, the courses and the departments/sections responsible to run them were as follows:

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1. Basic Health Education	Physical Education
2. Course on Mathematical Aptitude for Competitive Exams	Mathematics
3. Leadership and Personality Development Course	Econ & Com
4. Stress Management Course	Education and Physical Education
5. Tourism and Geography	Geography
6. Indian Knowledge System	History & Sanskrit
7. Scientific Writing Course	English
8. Basic Entrepreneurship Skills	Commerce
9. Understanding Gender and law	NSS & Pol. Sc.
10. Journalism	Bengali
11. Proof Correction	Bengali
12. Wave and Oscillation	Physics and Chemistry
13. Gandhi and Education	IQAC With History
14. Developing Nursery of Medicinal Plant	Botany
15. Women in art and Literature	Women's Cell and Cultural Club
16. Fresh water- Pisciculture	Zoology
17. Human Rights	NSS & Political
18. Film Appreciation Course	English
19. Nursery Plantation	Botany
20. Translation – Hindi to Bengali	NSS
21. Communicative Eng & Soft Skill	English
22. Science and Society	Physics and Anthropology
23. Web Designing	IQAC & Right Brains Tech

The Coordinator urged the Principal to issue notification in this regard to both faculty members and students. It was also decided that Sri Biplob Mondal and Sri Manabesh Patra of the ministerial staff would provide all sorts of clerical support for the running of VACs.

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Besides these, it was also decided by the members unanimously that It was also decided that all the courses should have the same structure as mentioned below:

- Course Duration: 30-40 Hours
- Total Marks for Examinations: 30
- 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

Agendum – 5:

5. Entry Point Test of all newly admitted students:

The fear of pandemic being over, and the possibility of lockdown being nil, the Entry Point Test of all newly admitted students [semester I] would be taken immediately after the commencement of classes. The Academic and Examinations sub-Committee would have to carry out this in consultation with IQAC Coordinator soon after the classes begin in July/August as per the University notification.

Agendum – 6:

6. Ratification of Academic Calendar:

Ms Granthana Sengupta, Convener of Academic and Examinations sub-Committee, placed the Academic Calendar for the session 2022-23, and upon discussion on the same and after few changes were made into it, the Calendar was approved for circulation among students and faculties and uploading on the college website.

MISC.:

- The IQAC Coordinator requested Mr Sagnik Banerjee, Assistant Professor of English and Member of Academic and Examinations sub-Committee, to prepare the prospectus for the students taking admission in Semester I. It was decided that Sri Banerjee was to submit the same in one week's time.
- The IQAC Coordinator reported that Tally Prime Software be introduced for accounting purposes as the earlier ERP software for accounting was deemed obsolete and inflexible. The House approves of the same and urged the Chairman to contact competent vendor for purchase and installation of Tally Prime for all accounting and finance.

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

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ACTION TAKEN REPORT

On the basis of IQAC Meeting No. - 23/22-23, Dated : 15/06/2022

1. The Principal took up the issue of lowering ferry charges from Rs. 5/- for each trip to a total of Rs. 5/- for both up and down ferrying for all students.
2. With the help of a trained expert on nursery plantation, members of Jadav Payeng Eco Club developed a nursery of about one thousand plants to be distributed to students for planting.
3. The IQAC issued notification on 8 July, 2022, making it obligatory for each faculty to conduct at least one participative/experiential learning project for students of all semesters.
4. All VACs took off from the 2nd week of August, 2022. As per the initial findings of IQAC all the courses were running well to the satisfaction of college authority.
5. The Entry Point Test was taken and accordingly all Academic Departments made entries of the learners' learning abilities and skills in the digital **Departmental Bi-Monthly Report (DBR)**, ERP system of IQAC.
6. The Academic Calendar was uploaded on the college website for wider circulation among students, and IQAC kept monitoring if all curricular and co-curricular events, examinations and etc were being done as per the planning in the Calendar.
7. The e-prospectus prepared by Sri Sagnik Banerjee in consultation with IQAC Coordinator and Academic and Examinations sub-Committee, was uploaded on the college website for the perusal of students and others interested in viewing it.
8. Tally Prime Software was purchased in July, 2022 and installed thereon.

Tam Mandal

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SUNDARBAN HAZI DESARAT COLLEGE

IQAC Meeting No. – 24/22-23, Dated - 12/08/2022

Venue: IQAC Office, Time: 3:00 PM



The meeting of IQAC was held this day, that is, the 12th Day of August, 2022, with Dr Tarun Mandal, Principal, in the Chair. At first, proceedings of the earlier meeting (No. – 23/22-23, Dated - 15/06/2022) were read and confirmed.

The following decisions were taken unanimously in the meeting after discussions on each agendum separately:

Agendum – 1: To Consider Increasing Intake Capacity in BA/B Sc & B Com Courses

1. It was decided that Principal would write to the Inspector of Colleges, University of Calcutta, soon for increasing the number of seats in all combinations of subjects, given the burgeoning demands of local students for admission. It was reported that the process of admission was delayed as the Department of Higher Education was developing a central admission system. So, the college had time to work expeditiously to increase intake capacity in the meanwhile.

Agendum – 2: To Consider Repairing 5 (five) Rooms for Use as Classrooms

2. The house decided, following the reporting of IQAC Coordinator about the lack of 4/5 classrooms for accommodating all classes in routine, that 5 (five) rooms which had been earlier used as hostel rooms, but no longer in use currently, be renovated for use as classrooms.

Agendum – 3: WiFi enabled Campus

3. The IQAC Coordinator emphasized that all hostel premises be WiFi enabled along with both Humanities and Science Blocks for day scholars as well. The house approved of the same and urged Chairman and Coordinator to implement this soon. The Chairman informed the house in this context that

Agendum – 4: Reporting About MoUs with Several Institutes

4. The Chairman reported that the college signed MoUs with Sukanta College, Bhangankhali, Basanti (29-06-22), Prafulla Chandra College, Kolkata (20-07-22), Baruipur College (02-08-22) and Bhangar Mahavidyalaya (29-07-2022) for faculty and student exchange and allied purposes. Another MoU was signed with Pathankhali Swami Vivekananda Sevashram (21-07-2022). The IQAC Coordinator emphasized the need for active engagement with these institutes with collaborative approaches.

Misc:

5. The Chairman reported that the college organized a seminar in collaboration with Eastern Institute for Integrated Learning in Management (EIILM), Kolkata, on 5 August, 2022, on the very relevant subject of 'Prospects of E-Learning'. A huge number of

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students participated in the seminar in which both the Resource Persons, namely, Prof. Satyajit Kumar Vidyarthi, Head - IT & Systems Dept. and Dr. Sarmistha Das, Principal, EIILM-KOLKATA MAKAUT OFF CAMPUS PROGRAMS & Head - Economics & Quantitative Techniques Dept. turned the programme into a workshop.

In this context, the IQAC Coordinator opined that the participating students should be issued certificates for participation in this programme as the seminar turned out to be a skill developing drive for ICT literacy.

6. The Coordinator reported that the college had written to several local schools, both Primary and Secondary, to send their students to college for a gala celebration of *Azadi Ka Amrit Mahotsav* on 15 August, 2022.
7. The meeting ended with vote of thanks to and from the Chair.

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ACTION TAKEN REPORT

On the basis of IQAC Meeting No. – 24/22-23, Dated - 12/08/2022

- 1) The principal took the initiative, and the University of Calcutta increased the student capacity for the BA course for the academic session 2022-2023.
- 2) Five old classrooms were reconstructed and repaired for use as classrooms for the academic session 2022-2023.
- 3) The task of enabling WiFi on the campus has been successfully completed. Additionally, both the girls' and boys' hostels are now equipped with WiFi connectivity as well.

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SUNDARBAN HAZI DESARAT COLLEGE



IQAC Meeting No. – 25/22-23, Dated - 11/11/2022

Venue: IQAC Office, Time: 3:30 PM

The meeting of IQAC was held this day, that is, the 11th Day of November, 2022, with Dr Tarun Mandal, Principal, in the Chair. At first, proceedings of the earlier meeting (No. – 24/22-23, Dated - 12/08/2022) were read and confirmed.

In the beginning, Chairman Dr Mandal observed that this day, that is, 11 November is the National Education Day, an observance to commemorate the birth anniversary of Maulana Abul Kalam Azad, the first education minister of Independent India. He also mentioned that the Innovation Cell and NISP Unit of college organized a Hackathon Programme at the first hour of this day.

After long discussion on each agendum, the following decisions were taken:

Agendum – 1: To consider Reaching out to the Drop-out Students of the 3rd Semester

1. The IQAC Coordinator placed a report of about 20 (twenty) students who dropped out of college after 2nd Semester Examinations, not taking admission in the 3rd Semester. After long discussion on the report, it was decided that MS Granthana Sen Gupta and Dr Debottam Chakraborty, both Assistant Professors in the Department of Economics would submit a comprehensive report to the Principal through the IQAC Coordinator about these or more drop out students within 15 (fifteen) days. The report should also contain suggestions/recommendations as how to bring these students back to college. Prima facie, it emerged that they dropped out, because of financial reasons that were acute in these parts of the Indian Sundarbans.

Agendum – 2: To consider Taking Entry-Point Test for all newly admitted students of Sem – I

2. It was decided that the Entry-Point Test of all newly admitted students of Semester – I would be taken on December 2, 2022. The Convener, Academic and Examinations Sub-Committee, was given responsibility of taking all necessary measures for the examination in consultation with IQAC Coordinator. It was decided that each Department would segregate the examination scripts of students of their Departments for entry in Departmental Bi-Monthly Report (DBR) soon after the examinations and convene departmental meeting in this regard. The Chairman was urged to issue notification soon in this regard.

Agendum – 3: Reporting About Coaching for TET Aspirants

3. The IQAC Coordinator reported about commencement of coaching schedule for TET aspirants of the locality including former students from November 1. It was also reported that about 21 students had taken admission in this coaching. Initially, teachers of the

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college themselves were engaged in coaching these students. The house approved of this measure of IQAC with appreciation.

Agendum – 4: Reporting about De-Reservation of Seats for Admission in Semester – 1

4. The Chairman reported about the letter of District Magistrate and District Welfare Officer for SC/ST/OBC & Minorities giving approval of de-reservation of 138 (one hundred thirty eight) seats. And he also highlighted that as many as 98 (ninety eight) students from UR category took admission against these seats. All members unanimously approved of this move of college with appreciation.

Agendum – 5: To Consider Organizing the Ramanujan Talent Search Examination by Consortium of Science Teachers for Promotion of Science and Cultivation of Scientific Temper

5. It was decided that the Consortium of Science Teachers for Promotion of Science and Cultivation of Scientific Temper formed by the IQAC in 2019 would organize the Ramanujan Talent Search Examination for students of schools (from VIII to XII) in the catchment area as previously in 2019 & 2021. It was also decided that Dr Sk Sabyasachi, Assistant Professor of Physics, would be the In-Charge of the said examination to be held on 22-12-2022.

Agendum – 6: To consider Organizing Remedial Coaching

6. It was decided that Remedial Coaching for students should be started soon. It was also decided that the teachers residing in the campus would take these classes as in previous years. Dr Rupak Ghoshal, Head of History Department, was given responsibility of making arrangements of these classes from early January, 2023.

Agendum – 7: To Consider Organizing Programmes in Career Guidance

7. It was decided upon the recommendations of Coordinator that two different career guidance institutes would conduct two separate Career Counselling Programmes in the current month, that is, November – one, Edureka Learning Centre, Kolkata, on 25/11/2022; the other, Career Guidance Academy, Kolkata was yet to convey the date.

Agendum – 8: Reporting About Hackathon Organized By Innovation Cell and NISP Unit of College

8. The Chairman reported about the event that the Innovation Cell and NISP Unit organized to hack innovative ideas from students' minds at the first hour this day, that is, 11-11-22. The programme was aimed at promoting innovation and entrepreneurship among students. The Coordinator emphasized that students' participation was encouraging. The house approved of the same with appreciation.

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Misc.:

9. The Chairman reported that students of the college participated in the Youth Parliament organized by the District administration at Narendrapur Ramakrishna Mission Residential College on 02-09-2022. Ms Pompa Bhattacharyya, Head of Political Science Department, trained these students and took them along to Narendrapur for participation. The house noted this appreciation.
10. The Coordinator reported that the Cultural Sub-Committee along with IQAC organized a cultural programme named '*Phulo-Pallobo-Geeto-Gandho-Sundoro-Borone*' – the celebration of Rabindranth Tagore's versatility each year – on 28-09-2022. Many students and even faculty members participated in the programme. All members appreciated this measure of IQAC and Cultural Sub-Committee.
11. The Chairman informed the house about 2 (two) **MoUs** signed with Moyna College, Purba Medinipur, West Bengal and Sundarban Bijohnagar Vivekananda Farmers' Club. The house noted this reportage with appreciation and requested Chairman and IQAC Coordinator to keep active engagement with these institute and organization.

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

Tamam Mandal

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ACTION TAKEN REPORT

On the basis of IQAC Meeting No. – 25/22-23, Dated - 11/11/2022

- 1) MS Granthana Sen Gupta and Dr Debottam Chakraborty submitted the report to the Principal through the IQAC Coordinator about the drop out students.
- 2) The Entry-Point Test examination was successfully conducted for all newly admitted students of Semester-I.
- 5) The Ramanujan Talent Search Examination was successfully conducted by the Consortium of Science Teachers.
- 6) The Remedial Coaching Classes program was initiated in January 2023 under the leadership of Dr. Rupak Ghoshal as the coordinator.
- 7) Two career counseling programs were successfully arranged in the college seminar hall for the purpose of guiding students in their career paths.

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SUNDARBAN HAZI DESARAT COLLEGE

IQAC Meeting No. – 26/22-23, Dated - 24/01/2023

Venue: IQAC Office, Time: 2:30 PM



The meeting of IQAC was held this day, that is, the 11th Day of November, 2022, with Principal Dr Tarun Mandal in the Chair. At first, proceedings of the earlier meeting (No. – 25/22-23, Dated - 11/11/2022) were read and confirmed.

Agendum – 1: To Consider Improvisations of Library Services and Separate Web Page

1. It was decided that a separate web page be prepared for displaying all information and for easy access to library database by students.
1. A. It was also decided that the Principal would write to Ramkrishna Mission Residential College (Autonomous), Narendrapur, Kolkata for an interlibrary loan facility of our students. This decision was taken in view of the remote geographical location of the college together with the financial constraints of our students in procuring and accessing books.

Agendum -2: To consider the issue of Adopting NISP Policy of the college

2. After long discussion among members about NISP campaign of the Government of India, the house requested Dr Sanjoy Kumar Mandal, NISP Nodal Officer of the college, to adopt a policy on innovation and start up in consultation with Innovation and Placement Cell and place the same in the next meeting.

Agendum – 3: Reporting about Participation in NIRF

3. The Coordinator reported that the college has participated in NIRF Ranking and uploaded all data in the DCF for both College and Overall Category. The Chairman concurred, although the institute had no such infrastructure or required wherewithal to secure any rank, the college sought to participate in the ranking.

Agendum – 4: To consider issues of Green and Energy Audits

4. It was decided that the Green Cell would talk to a bona-fide farm for conducting Green and Energy Audit as soon as possible so that the college had a hands-on data as to what improvisations could be done in enriching its green resources and to cut down on its energy consumption.

Agendum – 5: To Consider organizing Krishi Mela and Agricultural Training Programmes for local farmer by Sundarban Research Society, a wing of IQAC

5. It was decided that the *Krishi Mela* or Agricultural Produce Display Programme be held this year on 25 February. A training programme on honeybee farming would be

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organized from 25 Feb to 2 March, 2023. Like previous years, it would be organized by Sundarban Research Society formed in 2019 under the aegis of IQAC.

Agendum – 6: Reporting About ERP Software

6. The Coordinator informed the house that the ERP Software prepared by the ministerial staff member Sri Biplob Mondal was fully operational. It was also reported that it was comprehensive and easy-to-use system that would help the college authority to gather and store all information regarding classes, special classes like participative learning, teachers' online daily diary, attending conferences/symposia/seminars/publication details and even upgradation of qualification etc. The house approved of the same with appreciation.

Agendum – 7: Reporting About Seminar on Philosophical System of Swami Vivekananda on 12 Dec., 22

7. The IQAC in collaboration with Pathankhali Swami Vivekananda Sevashram organized a seminar on 'Philosophical System of Swami Vivekananda' on 12 Dec. as part of the linkage with the organization with scholar-monk Swami Gynateetananda delivered an engrossing lecture. The house appreciated the organization of programme.

Agendum – 8: Career Counselling Programme in collaboration with ICICI Foundation

8. The Coordinator reported that the ICICI foundation had agreed to conduct a career counselling programme for students sometime in March. The house unanimously approved of the same and requested the Coordinator to do all the needful to make the programme successful.

Misc.:

9. The Chairman reported that the college had signed two more collaborative **MoUs**, one with Shisuram Das College, South 24-Pgs, West Bengal, on 25-11-2022, the other with Nature Mates Club signed by both parties on 20-01-2023. The house approved of both the linkages with appreciation.
10. The Coordinator reported that the Remedial Coaching classes were being held from the 2nd week of the current month, that is, January beyond routine hours as per a schedule prepared for the same by Dr Rupak Ghoshal, Coordinator of Remedial Coaching classes.
11. The Coordinator reported that IQAC was going to conduct a career counselling programme in collaboration with Indian Insurance Institute on 24-02-23 for students to know about career options in the expanding job opportunity in insurance industry.

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

Tarun Mandal

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- 1) Library service improvements: A separate web page has been created, and the work has been completed.
- 2) The NISP Policy has been adopted and has been submitted to the Principal for further discussion.
- 4) The green audit has been completed and the energy audit is still pending completion.
- 5) Krishi Mela, an agricultural produce display program, and training program on Honey Bee Farming were successfully organized and completed.
- 8) The Career Counseling Programme, organized in collaboration with ICICI Foundation, was successfully conducted by the Placement Cell and IQAC.

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SUNDARBAN HAZI DESARAT COLLEGE



IQAC Meeting No. – 27/22-23, Dated - 07/04/2023

Venue: IQAC Office, Time: 2:00 PM

The meeting of IQAC was held this day, that is, the 11th Day of November, 2022, with Principal Dr Tarun Mandal in the Chair. At first, proceedings of the earlier meeting (No. – 26/22-23, Dated - 24/01/2023) were read and confirmed.

After long discussions and deliberations over each of the agenda, the following decisions were taken:

Agendum – 1: To Consider Taking 2nd Periodic Test

1. The Coordinator proposed that the 2nd Periodic Test be taken soon of students of all semester before the Internal Examinations of University. It was then decided that all The Conevener of Academic and Examination Sub-Committee would take the examination soon after a meeting with all members.

Agendum - 3: Best Practices of Each Academic Department

2. The Coordinator proposed that each Academic Department should adopt 2 (two) Best Practices – one related to academic side, the other co-curricular or ethical side. The house unanimously approved of the same with appreciation and requested the Principal to notify all Heads of Department to take necessary measures in this regard.

Agenda – 3: To Discuss about Curriculum and Credit Framework for Undergraduate Programme as Notified by Calcutta University on 17-03-2024.

3. The Chairman placed the Notification of CU regarding Curriculum and Credit Framework (CCF) dated 17-03-2023. After long discussion, it was decided that the college, being an affiliate of Calcutta University, would implement the framework, despite poor infrastructure and paucity of number of teaching faculty and support staff.

Agendum – 4: To Consider Organizing Professional Development Programme

4. The Chairman proposed that a PDP for all faculty members be held soon. As per the linkage with Right Brains Technology, Kolkata, they were to organize these types of Faculty/Professional Development programme in the campus. The gouse approved of the same and urged the Coordinator to take necessary steps for the same.

Agendum – 5: To Consider the setting up of a Mangrove Conservation Point in the Campus by members of Jadav Payeng Eco Club and Green Cell

5. It was decided, following long discussion, that a Mangrove Conservation Point in the Campus be developed by members of Jadav Payeng Eco Club and Green Cell. Sri Motiyur Rahaman, Dr Manasi Mandal and Dr Sudipa Das of Botany Department would supervise it. The Coordinator emphasized its importance because some species of mangroves are now extinct or endangered.

The meeting ended with vote of thanks.

Tarun Mandal

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- 1) The second periodic test for all semesters was conducted successfully.
- 2) All departments initiated their work with the implementation of Departmental Best Practices.
- 3) The initiative to implement the Curriculum and Credit Framework for the Undergraduate Program, as notified by Calcutta University, was initiated.
- 4) The Professional Development Programme (PDP) for all faculty members was successfully conducted with the support of Right Brains Technology.
- 5) The Mangrove Conservation Point on the campus was established by members of the Jadav Payeng Eco Club and Green Cell. Faculty members from the Department of Botany are overseeing this project.

Tamam Mandal

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Date: 30/05/2023

Venue: IQAC Office, Time: 12:00 Noon

Resolutions

The meeting of Internal Quality Assurance Cell (IQAC) took place this day, that is, 30-05-2022, at IQAC Office with Principal Dr Tarun Mandal in the Chair. At first, minutes of the last meeting (No. 27/22-23), dated – 07-04-23 were read and confirmed. The Chairman thanked all members for reporting to college in person for the meeting.

After thrashing out on all the agenda separately, the following decisions were taken:

Agendum - 1: Parceling out Duties for AQAR 2022-23 and NAAC Criteria

1. It was decided that the duties to be assigned Criterion-wise to teachers and non teaching staff be accomplished in time. It was decided that the list off teachers and non-teaching staff against their assigned duties would be notified by the next day, that is, 31 May, 2023. It was also decided that since Ms Granthana Sen Gupta could not carry out the duty of NAAC Coordinator for health issues, it devolved upon the Governing Body to select NAAC Coordinator in the next meeting. It was also decided that all members of teaching/non-teaching staff would accomplish all works assigned in time and before the deadline.

Agendum – 2: To Consider Commencement of Value-Added Courses

2. It was decided that value added courses should be put on hold as of now for pending NAAC related works and the introduction of CCF courses from the next session as per the provisions of NEP 2020. After the submission of SSR to NAAC, existing or few more courses would be offered.

Agendum – 3: To Consider Activating the Incubation Centre

3. It was observed that the Amulya Ratan Bhowmik Incubation Centre was not actively functioning in gathering students in batches under the mentorship of teachers as envisioned and legislated by IQAC. The Chairman assured the house that he would take up the issue with Dr Sanjay Kumar Mandal, In-Charge of the Incubation Centre.

Agendum – 4: Reporting About Production of Vermicompost Manure in the Campus and Distribution to Local Cultivators

4. The Coordinator reported that with the assistance and recommendations of Sundarban Bijoyanagar Farmers' Club with whom the college had a MoU since 15-10-22, IQAC had established a very balanced management of vegetable waste, cooking leftovers and even fallen leaves by processing them into vermicomposting manure. As envisioned in the Extension Policy of college, these

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manure was packaged and distributed among local cultivator, encouraging them to use organic manure for growing vegetables. The house unanimously expressed its appreciation about this measure undertaken by IQAC.

Agendum – 5: Reporting About BOPTEP – NATS Workshop Conducted Online on 11-05-23

5. The Board of Practical Training – NATS, Government of India, conducted an online workshop as how to register on the BOPTEP website. Many students attended the programme aired on the Smart Board at Room No. – 1 under the mentorship of IQAC and Placement Cell.

Agendum – 6: Reporting About Blood Donation Camp of NSS in Collaboration with Pathankhali Swami Vivekananda Sevashram

6. The NSS Unit, Students' Welfare Sub-Committee and Pathankhali Swami Vivekananda Sevashram organized a Blood Donation Camp in collaboration with Kothari Medical Centre in the campus on 27-04-23 in view of the shortage and paucity of blood during summer every year on account of which lives get lost. All the members appreciated this measure undertaken by NSS and Students' Welfare Committee with the assistance of Pathankhali Swami Vivekananda Sevashram.

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

Tam Mandal

Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas

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SUNDARBAN HAZI DESARAT COLLEGE

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Ref No. :

Date :

ACTION TAKEN REPORT

On the basis of IQAC Meeting No. – 28/22-23, Dated: 30/05/2023

- 1) Faculty members have been assigned tasks according to their respective groups to complete the submission process for AQAR 2022-2023 and NAAC Criterion work. And faculty members have commenced their work to fulfill their duties accordingly.
- 3) The principal instructed Dr. Sanjay Kumar Mandal, the In-Charge of the Incubation Centre, to take the necessary steps to ensure the smooth functioning of the Amulya Ratan Bhowmik Incubation Centre.

Tamam Mandal

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