



SYAMAPRASAD COLLEGE

Affiliated to University of Calcutta, NAAC Accredited "B"

Address: 92, S P Mukherjee Road (Main) & 5/B R Das Gupta Road, Kolkata-700026 (Annex)

Contact: (033) - 2455-7671, (033) - 2486-3914, Telefax: (033) - 2455-1738

Email: syamaprasadcollege@gmail.com, **Official Website:** www.syamaprasadcollege.in

Internal Quality Assurance Cell

MEETING -1- 14-09-2019

Resolution 1: Minutes of last meeting ratified

Agenda 2: Discussion of Plan for academic year 2019-2020

Resolution 2: It was resolved that departments will keep track of students' results and progress more faithfully under the new choice-based credit system.

Agenda 3: Discussions of AQAR upload

Resolution 3: It was decided that upload of 2018-2019 AQAR will be completed by December 2019

Agenda 4: Discussion on institutional best practices – gender sensitization

Resolution 4: It was resolved that Internal Complaints Committee will be set up according to statute

Agenda 5: Discussion of committee activities

Resolution 5: It was resolved that committees will report their activities and their plan of activities

MEETING-2 – 20/11/19

A meeting was held on 27-10-2017 to discuss and analyse follow-up action taken based on resolution of the meeting held on 29-07-2017

1. A team of 3 members including the Teachers council Secretary, HOD of Commerce department and Coordinator of IQAC met with the Inspector of colleges to seek clarification for the questions raised regarding the CBCS in the department of commerce
2. Anti-ragging cell was reconstituted with Dr. Selim Reza as convenor who said he was working on posters and notices to be put up at different parts of the campus building
3. An AIDS Awareness lecture was decided upon in collaboration with a NGO.
4. DPR for RUSA fund must be made by the first week of December



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MEETING-3- 17-01-2020

MINUTES OF IQAC MEETING HELD ON 09/01/2018

1. Confirmation of the proceedings of the last meeting
2. Issues regarding IQAC committee members was discussed. At least 4 meetings of IQAC should be conducted in a year and duration of meeting should be recorded.
3. Pending CAS of the faculty members was discussed
4. Each faculty members must keep record of his/her own activities
5. Each department to organise at least two activities in a year
6. Internal Complaints Committee to be restructured.
7. History seminar in March and 7-days workshop of Philosophy department.
8. Every workshop/Seminar should be done in collaboration with IQAC
9. Issues regarding Swami Vivekananda Merit cum Means Scholarship was discussed
10. G.B permission to be taken for the faculty exchange programme.
11. Issue regarding Swami Vivekananda Merit cum Scholarship was discussed
12. GB permission to be taken for faculty exchange
13. A workshop on values and ethics to be organised.
14. Class workshops must be conducted
15. A handout or pamphlet on values and ethics should be distributed amongst the students
16. Mr T.K. Ghara to be called for IQAC workshop
17. A seven days programme to be organised for self defense