

Agenda of 9th meeting dated 27.10.2020:

- i) Analysis of feedback forms and Sub IQAC reports
- ii) Initiation for Preparation of Annual Quality Assurance Report (AQAR) for 2019-20

Venue: Ground Floor Seminar Room, Main Building

Time: 3:00 PM.

Minutes of Meeting:

- i. a) Feedback forms on various subjects were collected from students of all Departments. The students are satisfied with the online teaching – learning process. The overall feedback of the students on teaching activities is very good. Online classes to continue until the college reopen. Further decisions to be taken as per University guidelines.
b) To enhance the learning process in online education it was decided to conduct classes using Microsoft Teams software.
c) Emphasis was given on organizing more webinars by the Departments.
d) The overall feedback on the laboratory facilities is satisfactory barring feedback from a few students who have complained of the working conditions of the equipments. Calibration of existing instruments was recommended by the Departments. The HODs/ TICs are requested to look into the matter.
- ii. Responsibilities for filling up AQAR are distributed among the faculty members as per the following list for submission of Annual Quality Assurance Report (AQAR) for the assessment year 2019-20.
- iii.

Part A	Prof.(Dr.) Sukanya Das Chandra	Prof. Sudeshna Seal
Part-B Criterion-I	Prof. Swarupa Ojha	Prof. Poulomi Das
Part-B Criterion-II	Prof. Goutam Bandopadhyay	Prof. Kamrul Alam
Part-B Criterion-III	Prof.(Dr.) Dhrubajyoti Ghosh	Prof. Arghya Dey
Part-B Criterion-IV	Prof. Sumit Bhowmik	Mr. Koushik Mondal (Library)
Part-B Criterion-V	Prof.(Dr.) Sukanya Das Chandra	Prof. Koushik Mondal
Part-B Criterion-VI	Prof. Sudeshna Seal	Prof. Dipankar Hazra
Part-B Criterion-VII	Prof. Debojyoti Lahari	Prof. Arnab Jana

Coordinator, IQAC