

Agenda of 11th meeting dated 25.08.2021:

- i) Analysis of feedback forms and Sub IQAC reports
- ii) Emphasis was given on organizing more webinars and conducting short-term programmes for students
- iii) Preparation for 2nd cycle of NAAC visit
- iv) Initiation for Preparation of Annual Quality Assurance Report (AQAR) for 2020-2021

Venue: Virtually through Google Meet

Time: 1:00 PM.

Minutes of Meeting:

- i) Feedback forms on various subjects for even semester 2020-2021 are to be collected from the students of all the Departments and analysis is to be done by Sub IQAC within one month.
- ii) The HODs/ TICs of respective Departments are requested to organize more webinars and look into the matter. They are also requested to increase the participation of their Departmental students in various training programs and taking NPTEL courses.
- iii) The Sub IQAC In-Charges are requested to maintain Departmental Files and keep it updated.
- iv) 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 2020-2021

Part A	Prof.(Dr.) Sukanya Das Chandra	Prof. Sudeshna Seal
Part-B Criterion-1	Prof. Swarupa Ojha	Prof. Poulomi Das
Part-B Criterion-2	Prof. Deepanjan Das	Prof. Sk. Kamrul Alam
Part-B Criterion-3	Prof.(Dr.) Dhrubajyoti Ghosh	Prof. Arghya Dey
Part-B Criterion-4	Prof. Sumit Bhowmik	Mr. Koushik Mondal (Library)
Part-B Criterion-5	Prof.(Dr.) Sukanya Das Chandra	Prof. Kaushik Mondal
Part-B Criterion-6	Prof. Sudeshna Seal	Prof. Dipankar Hazra
Part-B Criterion-7	Prof. Debojyoti Lahari	Prof. Arnab Jana

Coordinator, IQAC