

Sukanta Mahavidyalaya

Dhupguri, Jalpaiguri

Date: 14/07/2021

NOTICE

It is notified that a meeting of the internal members of IQAC has been arranged to be held on 20.07.2021 at 2:30 PM in the Principal's meeting room to discuss the following agenda. All the internal members of IQAC are requested kindly to present in the meeting positively.

14.07.21

Dr. Chanchal Sinha Associate Professor, Dept. of Bengali Coordinator IQAC Sukanta Mahavidyalaya

Co-ordinator, IOAC Sukanta Mahavidyalaya

712

Principal Chairman, IQAC Sukanta Mahavidyalaya

Principal Bukanta Mahavidyalaya

Dhupguri, Jalpaiguri

Agenda:

- 1. To discuss about the possibilities and measurement of off-line classes in postpandemic situation.
- 2. To discuss about the feedback mechanism for students, teachers, employer and alumni.
- 3. To discuss about the installation of pollution monitoring system in the campus.
- 4. Miscellaneous.

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SUKANTA MAHAVIDYALAYA Dhupguri, jalpaiguri

IQAC MEETING

Date: 20/07/2021 Time: 2.30 PM Venue: Principal's Meeting Room

ATTENDANCE SHEET

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SUKANTA MAHAVIDYALAYA DHUPGURI, JALPAIGURI

INTERNAL QUALITY ASSUARANCE CELL (IQAC)

Minutes of the Meeting

DATE: 20/07/2021

TIME: 2.30 PM

The following resolutions have been adopted:

- As the pandemic situation gradually diminish, the IQAC of the college prepares to think of alternate teaching learning process, other than online teaching. Therefore, IQAC proposes to re-introduce traditional off-line teaching learning in the campus in a befitted step-by-step way. IQAC proposes to prepare a class routine where each semester gets alternative day of presence in the campus. By this way, a particular semester gets three days classes in the routine. Consequently, the huge gathering of students may be avoided in the college campus.
- IQAC proposes to collect feedbacks from students, teachers, employer and alumni of the college. A feedback form has been prepared for each category using Google Form and distributed among them through online. The received feedbacks will be analyzed by the IQAC. Upon this analysis, IQAC takes further initiatives.
- For the benefit of the campus and surrounding area of Dhupguri, IQAC proposes to establish a pollution monitoring system in the campus which can be useful to measure and monitor Air Quality Data and pollution data.
- 4. The earlier resolutions of IQAC have been well practiced as all the G-suit id runs smoothly and every department within their limited concern establishes departmental profile and showcases their departmental activities.

20.07.2 Dr. Chanchal Sinha **Coordinator IQAC** Sukanta Mahavidyalaya

Co-ordinator, IOAC Sukanta Mahavidyalaya

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Dr. N.S. Das Principal Sukanta Mahavidyalaya





Sukanta Mahavidyalaya

Dhupguri, Jalpaiguri

Date: 13/12/2021

NOTICE

It is notified that a meeting of the internal members of IQAC has been arranged to be held on 17.12.2021 at 2:30 PM in the Principal's meeting room to discuss the following agenda. All the internal members of IQAC are requested kindly to present in the meeting positively.

- 13.12.21

Dr. Chanchal Sinha Associate Professor, Dept. of Bengali **Coordinator IOAC** Sukanta Mahavidyalaya

Co-ordinator, IQAC Sukanta Mahavidyalaya

13/12/21

Dr. N.S. Das Principal Chairman, IQAC Sukanta Mahavidyalaya

Principal Sukanta Mahavidyalaya Dhupguri, Jalpaiguri

Agenda:

- 1. To review the progress of the previous meetings.
- 2. To discuss about the feedback mechanism for Student Satisfaction Survey.
- 3. Miscellaneous.

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SUKANTA MAHAVIDYALAYA DHUPGURI, JALPAIGURI

IQAC MEETING

Date: 17/12/2021 Time: 2.30 PM Venue: Principal's Meeting Room

ATTENDANCE SHEET

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SUKANTA MAHAVIDYALAYA DHUPGURI, JALPAIGURI

INTERNAL QUALITY ASSUARANCE CELL (IQAC)

Minutes of the Meeting

DATE: 17/12/2021

TIME: 2.30 PM

The following resolutions have been adopted:

- The resolutions taken by the IQAC in the last meeting has successfully been conducted in terms of taking of off-line classes and of feedback from different stakeholders. As per the proposal the Dept. of Environmental Science take initiatives to execute the pollution monitoring project in association with West Bengal Pollution Control Board.
- IQAC proposes to collect Students Satisfactory Survey in the campus through Google Form. The questionnaire of the survey form is designed as per the guideline of NAAC. A respective Google Form has been prepared and circulated through college website and departmental WhatsApp groups.

Dr. Chanchal Sinha Coordinator IQAC Sukanta Mahavidyalaya

Co-ordinator, IQAC Sukanta Mahavidyalaya

Dr. N.S. Das Principal Sukanta Mahavidyalaya



SUKANTA MAHAVIDYALAYA NAAC Accredited with Grade B

A Govt Aided College. Permanently Affiliated to North Bengal University Enlisted Under Sec. 2(F) and 12(B) of the U.G.C. Act. 1956}

SUKANTA NAGAR, PO. DHUPGURI, DIST - JALPAIGURI (W.B.) INDIA, PIN- 735210

Fax/Ph. (91)-(03553) 250067, 8436238571(O), Principal-9474390940, 9800783224 (M) e-mail: sukantamahavidyalaya@gmail.com website: www.sukantamahavidyalaya.ac.in

Re. :

From The Principal :

d1. :

To Sre Ranjan Kumaz Das co-ordinator, IOAC sukanta Mahavedyalaya



A meeting of the Internal quality assessment Cell (IQAC) of Sukanta Mahavidyalaya has been arranged to be held on 26.05.2022 at 1:30 P.M. in the meeting Room of the Principal to discuss and resolve on the following agenda. So, you are requested kindly to make it convenient to attend the meeting.

21.5.2

Dr. N. S. Das Principal/-Craftmann(IQAC) Sukanta Mahavidyalaya Dhupguri, Jalpaiguri

Agenda:-

- 1. To consider the Academic Calendar of the session 2022-2023.
- To consider the proposal of taking feedback about the institution from the stakeholders.
- To consider the proposal for Career Advancement Skill (CAS) of Smt. Jaya Kepchaki, Asstt. Professor of Political Science and Dr. Masihur Rahman, asstt. Professor of English.
- To develop a system for preservation of Departmental Data.
- 5. To revive the functionaries of Alumni Association from the session 2022-2023 onwards.
- 6. To discuss in respect of the issues related with the admission of 1st semester candidate.
- 7. To Co-opt one Faculty member of the Department of English as a Member of the IQAC.
- 8. Misc.

Sukanta Mahavidyalaya

Sukanta Nagar, Dhupguri, Dt. Jalpaiguri

Proceeding of the meeting of the Internal Quality Assessment Cell (IQAC) of Sukanta Mahavidyalaya held on 26.05.2022 at 1:30 pm in the Meeting Room of the Principal.



INTERNAL QUALITY ASSURANCE CELL SUKANTA MAHAVIDYALAYA

SUKANTA NAGAR, DHUPGURI, JALPAIGURI - 735210, WEST BENGAL, INDIA

Fax/Ph: +91-03563-250067, 8436238571 E-mail: iqac_coordinator@sukantamahavidyalaya.ac.in Web.: www.sukantamahavidyalaya.org.in

Date26/05/2022.....

IQAC Meeting Resolutions

The following resolutions are taken during the IQAC meeting held on 26/05/2022 at 1.30 pm.

- It was decided that an academic Calendar for the Session 2022-23 would be prepared in due time keeping the regular and probable activities of this Institution in mind.
- The application for CAS of Dr Md Masihur Rahman, Assistant Professor of English (Grade I to II) & Mrs. Jaya Kepchaki, Assistant Professor of Political Science (Grade II to III) seeking promotion to the next level have been received. IQAC discussed the matter in detail and decided to forward the matter to the competent authority.
- 3. Keeping in view the requirement of documentation of activities performed at departmental level from time to time for the purpose of preparing IQAR every year, the IQAC considered the need for a mediator between the Institution and academic department. Hence the issue was discussed at length and it was decided that a full time/substantive teacher would be engaged as Departmental in-charge (DI) for a period of two years to conduct the process of documentation properly. The Departmental in-charge (DI) would also take care of the concerned departmental issues.
- 4. It was found that the Executive Committee of the Alumni Association required re-formation for the session 2022-23. Hence it was decided that a proper guidelines would be followed to induct members to form the executive committee. An advertisement in a reputed daily newspaper would be done to induct some alumnus in the executive committee.
- 5. The IQAC considered the need for co-opting an additional member from the department of English for smooth functioning of the IQAC activities. The matter was discussed and it was decided that Dr Md Masihur Rahaman, assistant professor, department of English would be co opted.
- 6. The matter concerning grievance address was discussed at length. To bring more transparency on Grievance related issues including ragging and sexual harassment cases, IQAC has decided to receive grievance related applications both offline and online. The IQAC recommended a 'Talk to Principal' initiative for strengthening the grievance redress system.
- 7. The idea of receiving Fund from NGOs, Consultancy and Industry sectors, etc., for conducting different activities at college was discussed at length and it was decided that the receiving of fund from such unconventional source would be highly appreciated and such fund will be utilized for the benefits of the students.
- 8. The matter of admission related problems of 1st semester students at the college was discussed and it was decided that Meeting with local BDO, student representatives and other local administrative bodies would be appreciated to tackle the admission related issues from the session 2022-23 onwards.

Prof. Ranjan Kr. Das

Coordinator IQAC, Sukanta Mahavidyalaya

Co-ordinator, IQAC Sukanta Mahavidyalaya

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Dr. N. S. Das Principal & Chairperson Sukanta Mahavidyalaya

INTERNAL QUALITY ASSURANCE CELL



Sukanta Mahavidyalaya Dhupguri, Jalpaiguri

ACTION TAKEN REPORT 2021-2022

- 1. AQAR submission for the year 2020-21 and 2021-22
- IQAC took measure to resume off-line (traditional) teaching-learning post-COVID-19 situation following the COVID-19 guidelines
- IQAC collected feedback from stakeholders and analyzed those forms and prepared a feedback report
- Air Pollution and Noise monitoring instrument has been set-up with the support of West Bengal Pollution Control Board
- 5. IQAC reviewed the G-Suit activity in the college
- 6. Student satisfactory Survey conducted based on NAAC guidelines
- Recommended for taking initiatives for CAS of Prof. Masihur Rahaman and Prof. Jaya Kepchaki
- 8. Subject-wise Departmental-Incharge introduced

Ranjan Kumar Das

Signature of the Co-ordinator, IQAC

Dr. Nilangshu Sekhar Das Signature of the Chairperson, IQAC

Sukanta Mahavidyalaya

Dhupguri, jalpaiguri

NOTICE

Date: 16/07/2020

It is notified that an urgent meeting with the internal members of the IQAC has been arranged to be held on 22.07.2020 to transact the following agenda. All the internal members of the IQAC are requested kindly to attend the meeting.

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Dr. N.S. Das Principal Sukanta Mahavidyalaya Chairman, IQAC Principal Sukanta Mahavidyalaya Dhupguri, Jalpaiguri

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Agenda:

- 1. To discuss about the technicalities of online teaching during COVID-19 pandemic.
- 2. To discuss about organizing webinars.
- **3.** To discuss the possibilities of communications related to academic activities in online mode.
- 4. To discuss the process of creation and accessibility of study materials for students in online mode.
- 5. Miscellaneous

Members:

	a la	
i.	Dr. Chanchal Sinna (Co-ordinator)	
ii.	Dr. Chanchal Sinha (Co-ordinator) Dr. Benulal Dhar (Member) Prof. Swati Das Chaudhury (Member) Prof. Swati Das Chaudhury (Member) Prof. Swati Das Chaudhury (Member) Markan Chaudh	0
iii.	Prof. Swati Das Chaudhury (Member) Prolitersection -	,
iv.	Prof. Swati Das Chaudhury (Member) Moustoch Prouvail 16.07.20 Prof. Monotosh Pramanik (Member) Moustoch Prouvail 16.07.20	
v.	Dr. Ranjit Barman (Member)	
vi.	Dr. Apurba Barman (Member) Apurba Barman 16.07,20 Sri Koushik Sarkar (Member) Nouscinbalin 16.07.20	
vii.		
viii.	Sri Dipankar Majumder (Member) Dipankar Majum. 16.07.20	

SUKANTA MAHAVIDYALAYA DHUPGURI, JALPAIGURI

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting

Date: 22/07/2020

Time: 2.00 PM

The following resolutions were adopted:

- COVID-19 pandemic has shifted the dynamics of traditional education process, and it is decided that our college shall shift the teaching-learning process from classroom to online teaching. At the very early stage of pandemic the college was trying to be engaged with students with various online teaching platforms like, Zoom Meeting, TeamLink, WhatsApp, Google Meet etc. IQAC has proposed that every department should create course wise Google Classroom for online teaching. Further, IQAC has decided that Google Meet shall be the regular online class taking platform and WhatsApp shall be used for daily communications.
- 2. The shift to the online platform opens the doorway to organize seminars and other programme with large scales audiences. IQAC has decided to organize webinars in collaboration with various departments of the college. Google Meet shall be used as recommended platform with YouTube Live telecast.
- 3. As the regular communication is hampered due to pandemic, IQAC proposes to meet with everyone in a virtual platform once in a month to discuss the status, drawbacks, and further development of teaching learning process.
- 4. IQAC has proposed that every department shall prepare topic wise study materials for the betterment of the students. The study materials shall be uploaded in the college website with the help of technical sub-committee of the college so that the students at large numbers can access necessary guide during pandemic. The college library also may prepare online open education materials to help for the same cause.

B 12: 67.20

Dr. Chanchal Sinha Co-ordinator, IQAC Sukanta Mahavidyalaya

Co-ordinator, IQAC Sukanta Mahavidyalaya

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Dr. Nilangshu Sekhar Das Principal Sukanta Mahavdyalaya

NOTICE

Notice No. :

meeting.

Date :25.02.2021

It is notified that a meeting with the internal members of the IQAC has been arranged to be held on 02.03.2021 to transact on the following agenda. Following members of the IQAC are requested to kindly attend the

6.2.21

Dr. N. S. Das Principal Sukanta Mahavidyalaya Chairman IQAC Principal Sukanta Mahavidyalaya Dhupguri, Dt. Jalpaiguri

Agenda :

- 1. To discuss and review the status of the Administrative Report for the year 2019-20 and 2020-21.
- 2. To discuss and review on the status of QAR for the year 2020.
- 3. To review the overall activities of the IQAC during last two years.
- 4. To discuss and resolve regarding academic and other activities of IQAC.
- 5. Misc.

List of the Members :

- i) Dr. Chanchal Sinha (Co-ordinator)
- ii) Dr. Benulal Dhar (Member)
- iii) Prof. Swati Das Chowdhury (Member)
- iv) Prof. Monotosh Pramanik (Member)
- v) Dr. Ranjit Barman (Member)
- vi) Dr. Apurba Barman (Member)
- vii) Sri Koushik Sarkar (Member)
- viii) Sri Dipankar Majumder (Member)

26.02.2021 Benulal Dhar

Mondosh Pramark 26.09.2021 Rang it kumon Borman

Apurba Barnem Kouslikooskan.

Dipankar Majunder. 26.02.21.

Date: 02/03/2021

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Sukanta Mahavidyalaya

Dhupguri, Jalpaiguri

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting

Date: 02.03.2021

Time: 1.00 PM

The following resolutions were adopted:

1. IQAC takes initiative to prepare the AQAR report for the year 2020. Data required for AQAR preparation have been categorized and distributed to various departments including college office and accounts department. The data have been collected and respective MS-Excel files have been created.

2. IQAC have tirelessly strive for excellence from adaptation CBCS curriculum to online transformation of academic endeavors. Orientation of CBCS curriculum among the students and teachers has well been organized by the IQAC. Regular organization of seminars, special lectures, educational tour and website development were some of the initiatives that partook by the IQAC during 2018 and 2019. During pandemic in the year 2020, IQAC initiated webinars and online classroom system with limited resources. As IQAC proposed to create study material by every department, the same has successfully been implemented.

3. In the mean time, IQAC initiated the subscription of G-suit for education for smooth conduction of online classes.

@ 02:03.21.

DR. CHANCHAL SINHA Coordinator, IQAC Sukanta Mahavidyalaya

Co-ordinator, IOAC Sukanta Mahavidyalaya

DR. NILANGSHU SEKHAR DAS Principal Sukanta Mahavidyalaya

SUKANTA MAHAVIDYALAYA dhupguri, jalpaiguri

IQAC

NOTICE

DATE: 16.03.2021

has been

It is notified that a meeting with all the substantive teachers will be arranged by IQAC, Sukanta Mahavidyalaya on 22nd March, 2021 at 12.00 Noon in the Teachers' Common Room to discuss the following agendas. All the substantive teachers are requested to attend the meeting positively.

Agendas:

Review of online teaching learning conducted in previous semesters.

7. Submission of Departmental Profiles to IQAC.

Teaching - learning process for upcoming semesters.

14: Distribution of G-suite accounts to the teachers.

Submission of Individual Profile with records of Publication details.

6. Miscellaneous.

@ 16.03.21 Coordinator

IQAC, Sukanta Mahavidyalaya Co-ordinator, IOAC Sukanta Mahavidyalaya 6/03/2

SUKANTA MAHAVIDYALAYA Dhupguri, jalpaiguri

IQAC MEETING

DATE: 22.03.2021

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18. 40/1 22.03.21 19. Grano boy 20, 00. 2022 Apurba Barman 22/03/2021 20. 21. Altop Glater 22/03/21 22. Com Christine lep the 22.03.2021. 23. Shrup hanguly 22/03/21 24. Swali tas chen There 22,03.21. 25. Kaushin Soukan 22. 03.28. 26. chanchal Sinha . 22.03.21. 27. Jiban Kumar Ray 22.03.21

Sukanta Mahavidyalaya

Dhupguri, Jalpaiguri

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting

Date: 22.03.2021

Time: 12.00 noon

The following resolutions were adopted:

- IQAC observes that as per suggestion, every academic department has created Google Classroom course-wise and semester wise and also provides study materials through website.
- 2. IQAC proposed every department to prepare their departmental profile and the same must be submitted to IQAC.
- 3. IQAC proposes for the teaching -learning of upcoming semester should be on online mode using G-suit accounts. As G-suit for education by Google is an interactive one, using of different applications help students and teachers to communicate fast.
- 4. As per IQAC's proposal, the librarian creates and distributes individual and departmental G-Suit mail account to every substantive and SACT teachers.
- 5. For smooth preparation of AQAR, the IQAC of the college proposes all the teachers to submit their individual profiles of service details, academic details and publication details. The respective format of Faculty Profile has been created and circulated by the IQAC.

Q 22.03.21

DR. CHANCHAL SINHA Coordinator, IQAC Sukanta Mahavidyalaya

Co-ordinator, IOAC Sukanta Mahavidyalaya

22.3.21

DR. NILANGSHU SEKHAR DAS Principal Sukanta Mahavidyalaya

Principal anta Mahavidyalava Dhupguri, Jalpaiguri

INTERNAL QUALITY ASSURANCE CELL



Sukanta Mahavidyalaya Dhupguri, Jalpaiguri

ACTION TAKEN REPORT 2020-2021

- 1. IQAC took measure immediately to switch over the mode of teaching-learning from offline to online mode due to outbreak of COVID-19 pandemic
- 2. IQAC conducted seminars on-line
- 3. IQAC reviewed the on-line teaching learning a number of times
- 4. Subject-wise study materials uploaded in college website by technical committee
- 5. AQAR of 2019-20 submitted
- 6. Departmental profile page has been created in college website
- 7. G-suit mail ID created for individual for faculty members and departments

Dr. Chanchal Sinha Signature of the Co-ordinator, IQAC

Dr. Nilangshu Sekhar Das Signature of the Chairperson, IQAC Principal Sukanta Mahavidyalaya Dhupguri, Jalpaiguri

SUKANTA MAHAVIDYALAYA

NAAC Accredited with Grade B [A Govt. Aided College, Permanently Affiliated to North Bengal University Enlisted Under Sec. 2(F) and 12(B) of the U.G.C. Act. 1956]

SUKANTA NAGAR, P.O. DHUPGURI, DIST.- JALPAIGURI (W.B.) INDIA, PIN- 735210

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From The Principal : Re. :

dt.: 10.08.2019

To, Dr. Chanchal Sinha Co-ordinator, IQAC Sukanta Mahavidyalaya

Sub.: Meeting of the IQAC, Sukanta Mahavidyalaya

Sir/Madam,

This is to inform you that the Internal Quality Assurance Cell (IQAC) of Sukanta Mahavidyalaya has been newly constituted. A meeting of this IQAC has been arranged to be held on 20.08.2019 at 2.30P.M. in the meeting room to discuss the following agenda.

You are requested kindly to make it convenient to attend the meeting.

Dr. N. S. Das Principal/Chairman, IQAC Sukanta Mahavidyalaya Principal Sukanta Mahavidyalaya Dhupguri, Dt. Jalpaiguri

Agendas:

1] To review the function and activities of IQAC.

2] To consider the proposal of publication of Annual Journal.

3] To consider the proposal of improvement of infrastructure for providing academic facilities to the stakeholders.

- 4] To consider the proposal of introduction of students' uniform for maintenance of academic discipline.
- 5] To consider the proposal of introduction of special academic lectures in each subjects in semester system.
- 6] To prepare a database of all the faculty members.
- 7] Misc.

SUKANTA MAHAVIDYALAYA IQAC MINUTES OF THE MEETING

DATE: 20.08.19

TIME: 2.30 PM

VENUE: PRINCIPAL'S MEETING ROOM

The first meeting of the newly formed IQAC was chaired by the Principal, Sukanta Mahavidyalaya, Dr. Nilangshu Shekhar Das on 20th August, 2019 at 2.30 p.m. in Principal's meeting room.

The following resolutions were adopted-

1. The house proposed to publish an academic journal with ISSN and the IQAC of the college has been conferred the responsibility to take the initiative within December, 2019. For this, the principal proposed to form an Editorial Board for the journal in due time.

2. The principal enlightened the members regarding space problem to accommodate the newly introduced academic disciplines. Considering the issue, it has been taken into consideration that proposal for financial assistance be placed to the higher education department as well as to the local authorities, i.e., Dhupguri Municipality.

3. The principal proposed to introduce students' uniform to maintain proper discipline within the college campus. The proposal was support unanimously by all the honorable members of IQAC.

4. A proposal came from one of the honorable members of the IQAC, Sri Rajesh Kumar Singh, vice-chairman, Dhupguri Municipality to introduce a proper place with shades for the visiting guardians and outsiders within the college campus. The proposal was heartily accepted by the principal and all the members of IQAC.

5. Another Proposal Came from Sri Rajesh Kumar Singh, to introduce an electronic display board to display and inform the public about the various courses offered and taught by the college.

6. As far as academic development is concerned, the house proposed to introduce special academic lectures from eminent resource persons from different institutions for each and every honours subject. It is further proposed that each department shall initiate at least one special lecture for each department.

CO-ORDINATOR, IQAC SUKANTA MAHAVIDYALAYA

DR. NILANGSHU SEKHAR DAS PRINCIPAL SUKANTA MAHAVIDYALAYA

(Leldon 20.08.2019 at 2.30 p.m. in meetingroom) Members trusent:-1. Sudip Mallill. 2018/19 2. Phitikana Mallik 2018/19 3. Benulal Dhar 20. 8.19 4. Rang it Kuman Banman 20,08.19 3. 5. Dipankar. Majumdar. 20.8.19 6. Bhramar Sarkar 20.8.19 7. Swali saschendhin: 20,8.19 8. Monotosh Pramarile 20.08-19. 9. Alveba Beren 20.8.19 10. Koushin Sonk m 20.08.19 11. - chanchal Sender 20.08-19. 12. Routh Mr Singh 20-8-2019 13. Nitangslen Sighar Day 20. 8. - 19

NOTICE

Date : 20.11.2019

It is notified that a meeting of IQAC will be held on 26.11.2019 at 2.00P.M. in the Principal's meeting room to discuss the following agendas. All the members of IQAC are requested to attend the meeting positively.

Agendas:

- 1. Review of the implementation of the previous resolution.
- 2. Progression of Academic Journal Publication.
- 3. Proposal regarding preparation of departmental Academic Calendar.
- 4. Participation of students in academic activities.
- 5. Up gradation of Self Appraisal for the teaching staff.
- 6. Miscellaneous.

Coordinator IQAC, Sukanta Mahavidyalaya

Co-ordinator, IOAC Sukanta Malavidyalaya

Principal Sukanta Mahavidyalaya

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SUKANTA MAHAVIDYALAYA

DHUPGURI, JALPAIGURI

INTERNAL QUALITY ASSURANCE CELL

Resolutions of the Meeting

Date: 26th November, 2019

Time: 2.30 P.M.

Venue: Principal's Meeting Room

The IQAC, Sukanta Mahavidyalaya has organized its second meeting after its formation and the teaching members along with the principal have agreed upon the following proposals.

1. IQAC proposes to initiate proper dress code form the next academic session, i.e., session 2020-2021 for the students of the college.

It has been decided that the basic uniform for the girls shall be **Salwar-kamiz** and the color combination may be bottle green color for Salwar and Sea Green Color for Kamiz.

The basic uniform for boys shall be **formal Shirt** and **Formal Pant** and the color combination may be Sea Green color for Shirt and Black colored Pants. It is also proposed that boys may wear half-sleeve shirts during summer time and full-sleeve during winter.

- 2. To initiate the cause, IQAC has to survey the local shops if there is availability of such dress materials and collect the quotations of different ranges of rate of such dress materials for the convenience of the students.
- 3. For naming the upcoming academic journal of the college, a lot of name has been proposed by the members, like "Abhimukh", "Parjeshana", "Uttarpath". The principal of the college Has proposed a few names like "Northern Opinion", "Optimist Thought", "The Peer Team", "Modern thought" etc. Ultimately, IQAC does not decide a single name without the through finding of the availability of the names. It has been decided that the name should reflect the overall motto of academic publishing.
- 4. The IQAC proposes that from the next year (from the very beginning of January, 2020) every department shall prepare their own academic calendar where they can reflect the overall academic endeavor for the next six months (January 2020 to June, 2020) and so on. The following things should be reflect on the Departmental Academic Calendar.

- a. Each and every department shall mention which teacher takes which topic.
- b. The proposed calendar reflects the overall lesson plan for the semesters.
- c. The scheduled holidays of NBU.
- d. The tentative University Examination Schedules.
- e. The tentative internal examination schedule for Honors and Program Courses in Semester/Year system.
- f. The tentative dates of Special lectures, Video Tutorials/ PPT Presentations etc.
- g. The tentative dates of Student Seminars, Seminars, Workshop.

The IQAC proposes that all the departments shall prepare and submit their Departmental Academic Calendars to IQAC and IQAC shall prepare a combined Calendar of Academic Events of the College.

The IQAC decides that all the departments shall prepare and submit their Academic Calendar before 23th December, 2019 for the academic endeavor of next session.

5. The IQAC proposes that a new appraisal format for the teachers is necessary which may reflect the overall modalities of new performance appraisal parameters laid down by the UGC Regulation, 2016. The parameters are measured within the different duties performed in hourly basis all over the year. Therefore, IQAC takes the initiative to introduce a new appraisal format. After final reconciliation, the IQAC submits the new Appraisal Format within 20th December, 2019.

Dr. Chanchal Sinha Coordinator IQAC, Sukanta Mahavidyalaya ^{Co-ordinator,} IOAC Sukanta Mahavidyalaya

Dr. Nilangshu Sekhar Das Principal Sukanta, Mahavidyalaya Principal Sukanta Mahavidyalaya Dhupguri, Jalpaiguri

Keeting of The 9&AC held on 26.11.2019 at 2.00 pm. Tembers present 1. Benulae Star 26.11.19 2. Swali varchant Luie. 26.11.19 3. Monofosh Prainance 26.11-19 4. Koushik Saykor, 16.11.19. 5. Chan Chal Sonka, 26.11.19. 6. Apurka Comm 26/11/19 7. Dipankar, Majumda, 26.11.19

INTERNAL QUALITY ASSURANCE CELL

Sukanta Mahavidyalaya Dhupguri, Jalpaiguri



ACTION TAKEN REPORT 2019-2020

- 1. AQAR submission for the year 2018-19
- 2. Visitor's place for guardians and outsiders in the college campus
- 3. Conducted special lectures
- 4. Introduced departmental Academic Calendar
- 5. Introduced new appraisal format for faculty members

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Dr. Chanchal Sinha Signature of the Co-ordinator, IQAC

Co-ordin iter, IQAC Solaron Meliavidyalaya

and

Dr. Nilangshu Sekhar Das Signature of the Chairperson, IQAC

Sukanta Manavic, alaya Dhupguri, Jalpaiguri

NOTICE

22nd June, 2018

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on 2nd July, 2018 to discuss the following agenda. All the following members are requested to be present in the meeting.

Agenda:

1. The introduction of CBCS mode of classes from the academic session 2018-19.

2. Fixing the date of the meeting with the students to enthuse them to attend classes sincerely from the beginning of the session.

3. Miscellaneous

Members of the IQAC

- 1. Dr N. S. Das, the Principal, Chairman
- 2. Dr B. L. Dhar, Co-ordinator
- 3. Prof. P. S. Choudhury
- 4. Shri S. Mallick, President, Governing Body
- 5. Dr S. K. Konar
- 6. Prof. Mrs. S. Das Choudhury
- 7. Block Development Officer, Dhupguri
- 8. Dr T. K. Banerjee, the Principal, Netaji Subhas Mahavidyalaya
- 9. Dr K. Deb, Headmaster, Salbari High School
- 10. Mrs. B. Sarkar, Head Clerk, S. M. V. Bhramar Sarkar
- 11. Shri Abhijit Chakroborty, the President, SMV Alumni Association
- 12. General Secretary, Students' Union

Benulal Ahar Signature of the Co-ordinator, IQAC

Signature of the Principal/

Chairman

Principal Sukanta Mahavidyalaya Dhupguri, Dt. Jalpaiguri

Signature

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Resolutions: 1ST MEETING



1. The CBCS mode of teaching-learning process is being introduced in the College under the direction of North Bengal University authorities from 2018-19 session. Keeping this in mind, classes will start in the College on and from 9th July as directed by the NBU authorities. New syllabi of all subjects that are taught in the College have been framed by respective Board of Undergraduate Studies of North Bengal University. The details of introduction of CBCS course of study have been discussed in the meeting. Further, members express the view that each and every teacher should at the first instance understand the entire matter relating to the CBCS mode of study including syllabus, distribution of marks, number of papers in each subject and thereby they should prepare themselves to introduce this new course of study to students. Furthermore, each and every teacher should make students is an important component of teaching-learning process in the CBCS mode of education as the attendance carry marks and make students eligible to sit for the examination. Moreover, while introducing the new system of teaching-process, all the members lay stress on maintaining quality in education which is the core of all our efforts in this direction.

2. Before beginning the classes in the CBCS mode, members felt the need for convening a meeting between teachers and students in active presence of the Principal of the College in order to make students prepared for the new mode of education. While meeting with students, the emphasis should be laid time and again on their regular presence in the classes.

The main goal of this meeting should be to enthuse students to be actively present in the classes throughout the semester. This meeting is decided to be held on 7th July, 2018.

3. The members also underlined the need to be sincere and careful to learners by the College authorities, particularly by the teachers, in the teaching-learning process.

The meeting ends with thanks to the Chairman.

Sukanta Mahavidyalaya Dhupguri, Jalpaiguri



NOTICE

14th November, 2018

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on 22nd November, 2018 to discuss the following agenda. All the following members are requested to be present in the meeting.

Agenda:

- 1. The preparation for smooth conduct of the CBCS mode of examination.
- 2. The mode of making aware the students of the new system of examination
- 3. Miscellaneous

Members of the IQAC

Signature

- 1. Dr N. S. Das, the Principal, Chairman Parlhasaren: (Lel Bathar
- 2. Dr B. L. Dhar, Co-ordinator
- 3. Prof. P. S. Choudhury
- 4. Shri S. Mallick, President, Governing Body Lonchew how -
- 5. Dr S. K. Konar
- 6. Prof. Mrs. S. Das Choudhury
- 7. Block Development Officer, Dhupguri
- 8. Dr T. K. Banerjee, the Principal, Netaji Subhas Mahavidyalaya

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9. Dr K. Deb, Headmaster, Salbari High School

10. Mrs. B Sarkar, Head Clerk, S. M. V. Bhramar Sarkar

- 11. Shri Abhijit Chakroborty, the President, SMV Alumni Association
- 12. General Secretary, Students' Union

enulal Shar Signature of the Co-ordinator, IQAC

Signature of the Principal/ Princip ChairmanSukanta Mahavidyalaya Dhupguri, Dt. Jalpaiguri



Resolutions: 2ND MEETING

1. The first examination of the first semester in the CBCS mode has been directed by North Bengal University to be held on and from 1st December, 2018. The Principal also conveys that all the necessary instructions from North Bengal University have been received by the College. In order to implement the instructions of the University, the Principal says, some measures are needed to be taken. Most of the work relating to the examination will be carried out online. All the instructions given by the University are discussed in the meeting in details. All the measures and instructions are needed to be discussed with teachers who will act as invigilators in the examination hall. Except some confidential matters, these are also to be discussed with the office staff in order to smoothly conduct the examination. Thus, pro and cons of the new examination system have been discussed in the meeting.

2. The responsibility of making aware students of some necessary information was given to the teachers. Teachers will guide students in the examination hall. Students are to be instructed not to carry mobile phone and other electronic gadgets and not to take unfair means in the examination hall.

3. As there were no other points to be discussed, the meeting ended with thanks to the Chairman.

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Sukanta Mahavidyalaya

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INTERNAL QUALITY ASSURANCE CELL

Sukanta Mahavidyalaya Dhupguri, Jalpaiguri



ACTION TAKEN REPORT 2018-2019

- 1. AQAR submission for the year 2017-18
- 2. Implementation of CBCS system as recommended by affiliating University
- 3. IQAC recommended all the departments to convey students about the CBCS mode
- 4. Examination based on CBCS system has been implemented
- 5. Conductance of seminer on Science Research

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Dr. B.L. Dhar Signature of the Co-ordinator, IQAC

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Dr. N. S. Das Signature of the Principal/Chairman



Notice

Date: 18/07/2017

A meeting of IQAC is convened on 25 July 2017 at 2:00 pm in the Principal's meeting room to discuss the following agenda:

- 1. Submission of AQAR report for 2016-17
- 2. Previous Academic year Results and discussion
- 3. Review of Online Admission
- 4. Strengthening of teaching-learning process
- 5. Planning of meeting with departmental senior teacher on Subject allocation and teaching loads.
- 6. Installation-cum-implementation of ICT enabled Smart Classrooms and Virtual Classroom.
- 7. Review status of Physics, Chemistry and Geography Honours courses
- 8. Research works
- 9. To consider the proposal of CAS
- 10. Miscellaneous

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Dr. B.L. Dhar Signature of the Co-ordinator, IQAC

Co-ordinator, IOAC Sukanta Mahavidyalaya

Dr. N. S. Das Signature of the Principal/Chairman

SI no	Members of IQAC	Signature
1	Dr. N.S. Das, The Principal, Chairman	N. S. Pay
2	Dr. B.L. Dhar, Co-Ordinator	Berar
3	Prof. P. S. Choudhury	Ac Change
4	Shri S. Mallick, President, Governing Body	An and
5	Dr. S.K. Konar	
6	Prof. Mrs. S. Das Choudhury	Sunchandhurin.
7	Block Development Officer, Dhupguri	
8	Dr. T.K. Banerjee, The Principal, Netaji Subhas Mahavidyalaya	
9	Dr. K. Deb, Headmaster, Salbari High School	Krivohne Chandra Del
10	Mrs. Bhramar Sarkar, Head Clerk, S.M.V.	
11	Shri Abhijit Chakraborty, The President, SMV Alumni Association	Bheramas Sourkas. Altrigit charge about
12	General Secretary, Students' Union	Can

IQAC Members Attendance in meeting held on 25/07/2017

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Dr. B.L. Dhar Co-Ordinator IQAC Sukanta Mahavidyalaya

Co-ordinator, IQAC Sukanta Mahavidyalaya

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Dr. N. S. Das Principal Sukanta Mahavidyalaya Dhupguri , Jalpaiguri



Resolutions: 1st MEETING

- 1. The artual ACAR report for session 2016-17 was reported by IQAC coordinator. The Principal suggested to complete the task within time and submitting it to NAAC.
- 2. The students result was discussed by the Principal in the IQAC meeting. It is found that students' performance is satisfactory to some extent. The Principal also encouraged Faculty members to put some extra effort for the betterment of the students.
- 3. The status of Online Admission reported by the convener of Admission Sub-Committee. It is observed that a good number of students already taken admission and the admission process is going smoothly.
- 4. Discussion was held in the meeting regarding strengthening of teaching-learning process in the college. The following measures were taken after discussion for strengthening of teaching-learning process: Updating Teaching Methods, Use of Technology in Classroom, Regular Assessment, Encourage Self Learning, Personalized Guidance
- 5. The Principal discussed with IQAC members regarding subject allocations and teaching loads of the departments. Accordingly he Class Routine was thoroughly reviewed and recommended for its implementation.
- 6. The Principal along with IQAC members discussed thoroughly about the newly installed ICT enabled Smart Classrooms and Virtual Classroom and recommended and/or requested faculty members to familiar with newly Installed smart classrooms and take more and more classes for teaching-learning process.
- The status of 3 newly started subjects Physics, Chemistry and Geography Honours was reviewed in the IQAC meeting and decision was taken to disseminate awareness about these courses around the district.
- The status of progress on Research work by the faculty members of the college was discussed in the meeting of IQAC. The ongoing UGC Minor Research Project of the department of Philosophy and Political Science reported.
- 9. The application for CAS of Prof. Chanchal Sinha, Rajadipta Roy, Jagabandhu Behera, Amar Chandra Roy and Ranjan Kumar Das seeking promotion to the next level have been received. IQAC discussed the matter in detail and decided to forward the matter to the competent authority.
- In miscellaneous members discuss about for the betterment of teaching-learning process and improvement of overall academic environment of the college.

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Principal Sukanta Mahavidyalaya Dhupguri, Jalpaiguri





Date: 15/03/2018

A meeting of IQAC is convened on 22 March 2018 at 2:00 pm in the Principal's meeting room to discuss the following agenda:

- 1. Introduction of CBCS curriculum of teaching learning process from next academic session. FDP programs on CBCS.
- 2. Reformation of Continuous Internal Assessment system (CIA)
- 3. Development of Faculty canteen, Students canteen and Students' common room.
- 4. Feedback from stakeholders.
- 5. Green Initiatives
- 6. Misc.

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Dr. B.L. Dhar Signature of the Co-ordinator, IQAC

Co-ordinator, IQAC Sukanta Mahavidyalaya

Dr. N. S. Das Signature of the Principal/Chairman

Principal Sukanta Mahavidyalaya Dhupguri, Jalpaiguri

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IQAC Members Attendance in meeting held on 22/03/2018

Sl no	Members of IQAC	Signature
1	Dr. N.S. Das, The Principal, Chairman	N.S. Dar
2	Dr. B.L. Dhar, Co-Ordinator	Bohan
3	Prof. P. S. Choudhury	As. Coundy
4	Shri S. Mallick, President, Governing Body	
5	Dr. S.K. Konar	1
6	Prof. Mrs. S. Das Choudhury	Somehandluis.
7	Block Development Officer, Dhupguri	
8	Dr. T.K. Banerjee, The Principal, Netaji Subhas Mahavidyalaya	
9	Dr. K. Deb, Headmaster, Salbari High School	Kriphna Chandra Deb
10	Mrs. Bhramar Sarkar, Head Clerk, S.M.V.	
11	Shri Abhijit Chakraborty, The President, SMV Alumni Association	Altrist chansaboot
12	General Secretary, Students' Union	

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Dr. B.L. Dhar Co-Ordinator IQAC Sukanta Mahavidyalaya

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Co-ordinator, IOAC Sukanta Mahavidyalaya

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Dr. N. S. Das Principal Sukanta Mahavidyalaya Dhupguri , Jalpaiguri

Principal Sukanta Mahavidyalawa Dhupguri, Jalpaig А



Resolutions: 2nd MEETING

• IDe already decided by the University that CBCS curriculum is going to be implemented from academic session 2018-19. So, in the meeting of IQAC a discussion was held about the new curriculum of CBCS and decision was taken for purchasing the following things for smooth running of CSCS curriculum.

- i. New books will be purchased as per CBCS syllabus,
- ii. LAB equipments will be arranged for the LAB-based subjects.

Further, it was decided in the meeting that the faculty members would be encouraged to go through the new Syllabus and CBCS regulations thoroughly. It is also decided that Training and Awareness program will be conducted for the Faculty members of the College. Principal Sir along with other faculty members who are familiar with CBCS curriculum will conduct those Training Programs in the coming Teachers' Council meetings.

- 2. The entire Continuous Internal Assessment System will be revised as per CBCS guidelines, provided by University. This will come into effect from academic session 2018-19. The college management will provide full support to implement it.
- 3. The need for new Faculty canteen, new Students canteen and new Students' common room was discussed. Principal Sir mentioned that initiative is already taken and the facilities will be provided very soon.
- 4. It is decided that Feedback from stakeholders like students, teachers, alumni, staffs will be taken and this will be conducted by IQAC.
- 5. Members present in the meeting made some proposals for making our college campus more environment friendly. Following measures are suggested in this regard.
 - i. Measures will be taken for Campus beautification.
 - ii. NSS wing are encouraged for Tree plantation.
 - iii. Beautification of college garden
- 6. Prof P. S. Choudhury suggested that Educational Tour shall be conducted by all departments more regularly. This suggestion was accepted by the committee.

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Principal Sukanta Mahavidyalaya Dhupguri, Jalpaiguri

INTERNAL QUALITY ASSURANCE CELL

Sukanta Mahavidyalaya

Dhupguri, Jalpaiguri



ACTION TAKEN REPORT 2017-2018

- 1. AQAR submission for the year 2016-17
- 2. Set-up of ICT classrooms and virtual classrooms
- Recommended for taking initiatives for CAS of Prof. Chanchal Sinha, Rajadipta Roy, Jagabandhu Behera, Amar Chandra Roy and Ranjan Kumar Das
- 4. Emphasis on research work

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Dr. B.L. Dhar Signature of the Co-ordinator, IQAC

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Dr. N. S. Das Signature of the Principal/Chairman