



Sarojini Naidu College for Women

(Govt. Sponsored)

30 Jessore Road, Kolkata - 700 028

Phone : 2559-2583, 2529-1985

Ref. No. :

Date :

NOTICE

A meeting of the internal members of IQAC will be held on Wednesday, 18th September, 2019 at 12.30 P.M. at the IQAC Room.

All concerned are requested to be present in time.

Sudeshna Chatterjee 16/9/19

Dr. Sudeshna Chatterjee
Coordinator

Urmila Ukil 16.9.19

Dr. Urmila Ukil
Principal

• Agenda:

1. Preparation of AQAR of 2018 - 2019
2. Academic & Administrative Audit
3. Misc.

• Members:

1. Smt. Gitanjali Mukhopadhyay
2. Smt. Madhushree Palit Datta
3. Dr. Nandini Chakraborty
4. Sm. Jayita Banerjee
5. Dr. Santwana Chakraborty
6. Dr. Shampa Mondal
7. Dr. Sonali Saha
8. Dr. Sukanya Sarkar
9. Dr. Sankha Subhra Nag
10. Dr. Jaydeep Rishi
11. Dr. Soma Aditya Bandvopadhyay



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Minutes of the IQAC meeting on 18.09.2019

Members Present:

1. Dr. Urmila Ukil (Principal)
2. Dr. Minakshi Roy (External Member)
3. Sm. Madhusree Palit data
4. SM,Gitanjali Mukhopadhyay
5. Dr. Shampa Mondal
6. Dr. Soma Aditya Bandhopadhyay
7. Sm. Regina Kabir
8. Dr. Krishnapada Das
9. Dr. Jaydeep Rishi
- 10.Sm. Jayita Banerjee
11. Dr. Santwana Chakrabarti
12. Dr. Sudeshna Chatterjee
13. Dr. Sankha Subhra Nag

Minutes:

- Resolved that each Honours Department must be allotted at least three class rooms.
- Students feedback forms must be analysed by respective departments and steps to be taken accordingly.
- Student database must be uploaded in the software.
- Annual reports (2018-19) to be submitted to IQAC immediately.
- Teachers' Excursion to be arranged.



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Action Taken Report

- IQAC approached the college authority to take steps so that more class rooms can be built up.
- Departments were requested to collect feedback from their students in the online format.
- Departments were requested to submit annual report (2018-19) to IQAC.
- Teachers' excursion program was arranged.



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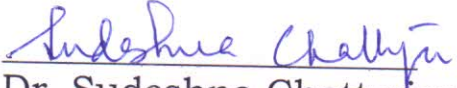
Ref. No. :


Date : 24/1/2020

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on Monday, 31.01.2020 at 1 pm at the Seminar Hall.

All concerned are requested to be present in time.


Dr. Sudeshna Chatterjee
Coordinator


Dr. Urmila Ukil
Principal

Agenda :

1. To prepare the AAA of 2019-20
2. Preparation of NAAC Accreditation
3. Miscellaneous



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Date :

Minutes of the IQAC meeting on 31.01.2020

Members Present:

1. Dr. Urmila Ukil (Principal)
2. Dr. Sudeshna Chatterjee
3. Dr. Jaydeep Rishi
4. Dr. Santwana Chakrabarti
5. Sri. Nabakumar Mukhopadhyay
6. Dr. Krishnapada Das
7. Dr. Soma Aditya Bandyopadhyay

Minutes:

- Decision was taken to take necessary steps for the preparation of audit report (AAA) and contact all the HODs for this purpose.
- The preparation of SSR must be accelerated.
- CAS of Sm Regina Kabir to be processed and approved by the college Governing Body.



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Action Taken Report

- All departments were asked to submit the annual report (2019-20) to the IQAC. Reports from some departments were obtained, but complete report could not be collected due to COVID'19.
- Different teams were formed according to criteria and were assigned the duties of preparing the reports.
- CAS of Sm. Regina Kabir was approved by the college Governing Body.

