



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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Date :

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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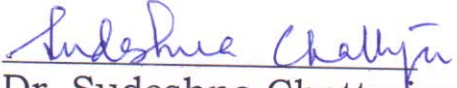
Ref. No. :


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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Ref. No. :

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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Date :

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.



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Date :

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on Monday, 16.03.2020 at 1 pm at the Seminar Hall.

All concerned are requested to be present in time.

Sudeshna Chatterjee 14/3/21

Dr. Sudeshna Chatterjee
Coordinator

Co-Ordinator
IQAC
Sarojini Naidu College for Women
30, Jessore Road, Kolkata- 28

Urmila Ukil 14.3.21

Dr. Urmila Ukil
Principal

Principal
Sarojini Naidu College
for Women
Govt. Sponsored

Agenda :

1. Submission report of AQAR 2018-19.
2. Future planning of IQAC in the COVID-19 situation.
3. Miscellaneous



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Ref. No. :

Date :

Minutes of the IQAC Meeting Held on 16/3/2020 at 1 pm

Members Present:

1. Dr. Urmila Ukil (Principal)
2. Dr. Sudeshna Chatterjee (Coordinator)
3. Dr. Shampa Mondal
4. Sm. Jayita Banerjee
5. Dr. Nandini Chakraborty
6. Dr. Sonali Saha
7. Dr. Sankha Subhra Nag
8. Dr. Sukanya Sarkar
9. Dr. Jaydeep Rishi
10. Sm. Rejina Kabir
11. Dr. Chaitali Biswas
12. Dr. Krishnapada Das
13. Dr. Soma Aditya Bandopadhyay:
14. Smt. Gitanjali Mukhopadhyay:
15. Dr. Tapati Jana:
16. Sm. Mala Roy Choudhury

Minutes:

1. The AQAR of 2018-19 has been submitted to NAAC. IQAC congratulates all teaching and non-teaching staff members for their participation in this effort.
2. As the West Bengal Government has declared closure of all educational institutions starting from today, it will not be possible to continue normal teaching-learning process as before. Teachers have to resort to online classes as much as possible.
3. IQAC will try to prepare AQAR 2019-20 by online correspondence.



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Action Taken Report of the IQAC meeting dt. 16.03.2020

- A meeting of all teachers has been organized to plan online classes in view of the closure of all academic institutions. Teachers have been advised to create WhatsApp groups of students to communicate with them.
- Preparation of AQAR of 2019-20 has been planned and the difficulties appearing for its implementation have also been observed.



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NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on Wednesday 06.05.2020 from 3:00 pm at Google Meet platform. All concerned are requested to be present in time.

IQAC Meeting

Wednesday, 6 May 2020 · 3:00 – 4:00pm

Google Meet joining info

Video call link: <https://meet.google.com/iou-ycqt-cwt>

Agenda:

1. Maintenance and upkeep of Teaching-Learning process during the lockdown period.
2. Introduction of new certificate courses.
3. Misc.

Sudeshna Chatterjee

Dr. Sudeshna Chatterjee
Coordinator, IQAC

IQAC
Coordinator
Sarojini Naidu College for Women

Urmila Ukil

Dr. Urmila Ukil
Principal

Principal
Sarojini Naidu College
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Date :

Minutes of the IQAC Meeting Held on 06.05.2020 at 3.00 pm.

Members Present:

1. Dr. Urmila Ukil (Principal)
2. Dr Shampa Mondal
3. Dr. Sudeshna Chatterjee (Coordinator)
4. Sm. Jayita Banerjee
5. Dr. Nandini Chakraborty
6. Dr. Santwana Chakrabarti
7. Dr. Sonali Saha
8. Dr. Sankha subhra Nag
9. Dr. Sukanya Sarkar
10. Dr. Jaydeep Rishi
11. Smt. Rejina Kabir
12. Dr. Chaitali Biswas
13. Dr Krishnapada Das
14. Dr. Soma Aditya Bandyoapdhyay



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Minutes:

1. IQAC requested all faculty members to take their classes in online mode and supply study materials to student, so that teaching-learning process can be continued unhindered during lock down period.
2. A certificate course in Physiotherapy is already running in collaboration with Shivananda Health Society. However, IQAC recommends that qll departments take initiative to introduce certificate courses in online mode, so that students can have better grasp of their subject.
3. IQAC requests the Principal to take steps so that Students Management System can be run online.
4. Food and Nutrition Department will organize a week-long program in September to celebrate Nutrition week 2020.

ACTION TAKEN REPORT

1. Most of the faculty members have switched to teaching in online mode.
2. Some departments have made arrangements for introduction of certificate course.
3. Food and Nutrition Department organized NUTRICEPTION 2020 on 1st to 7th September.



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Ref. No. :

Date :

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on Monday, 29.05.2020 at 4.30 pm at the Google Meet Platform.

All concerned are requested to be present in time.

Sudeshna Chatterjee 23/5/21
Dr. Sudeshna Chatterjee
Coordinator

Co-Ordinator
IQAC
Sarojini Naidu College for Women
30, Jessore Road, Kolkata- 28

Urmila Ukil 29.5.21
Dr. Urmila Ukil
Principal
Principal
Sarojini Naidu College
for Women
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Agenda :

1. Relief program to be organised for Amphan affected people.
2. Future planning of IQAC in the COVID-19 situation.
3. Present situation
4. Miscellaneous

Members :

1. Dr. Urmila Ukil (Principal)
2. Dr. Sudeshna Chatterjee (Coordinator)
3. Dr. Shampa Mondal
4. Sm. Jayita Banerjee
5. Dr. Nandini Chakraborty
6. Dr. Santwana Chakraborty
7. Dr. Sonali Saha
8. Dr. Sankha Subhra Nag
9. Dr. Sukanya Sarkar
10. Dr. Jaydeep Rishi
11. Sm. Rejina Kabir
12. Dr. Chaitali Biswas
13. Dr. Krishnapada Das
14. Dr. Soma Aditya Bandopadhyay
15. Smt. Gitanjali Mukhopadhyay
16. Dr. Tapati Jana
17. Sm. Mala Roy Choudhury



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Date :

Minutes of the IQAC Meeting Held on 29/5/2020 at 4:30 pm

Members Present:

1. Dr. Urmila Ukil (Principal)
2. Dr. Sudeshna Chatterjee (Coordinator)
3. Dr. Madhusree Palit Dutta
4. Dr. Shampa Mondal
5. Sm. Jayita Banerjee
6. Dr. Nandini Chakraborty
7. Dr. Santwana Chakraborty
8. Dr. Sonali Saha
9. Dr. Sankha Subhra Nag
10. Dr. Sukanya Sarkar
11. Dr. Jaydeep Rishi
12. Sm. Rejina Kabir
13. Dr. Chaitali Biswas
14. Dr. Krishnapada Das
15. Dr. Soma Aditya Bandopadhyay
16. Smt. Gitanjali Mukhopadhyay
17. Dr. Tapati Jana
18. Sm. Mala Roy Choudhury

Minutes:

1. Decision was taken that IQAC must encourage teachers to participate in the relief program for Amphan affected people of North 24 Parganas. The details will be dealt by Dr. Krishnapada Das, Bursar. Teachers will send their contribution to his account.
2. IQAC will try to collect the annual report from all departments and prepare AQAR 2019-20 as far as practicable.
3. IQAC will request teachers to take online classes and internal examinations. However, for those poor students who don't have smart phones, teachers will try to contact them over ordinary phones.



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Action Taken Report of the IQAC meeting dt. 29.05.2020

- IQAC has requested all teachers to contribute for Relief Program to be arranged for Amphan affected people and an amount of Rs. 1.5 lakhs has been targeted to supply relief items.
- IQAC has taken stock of the situation of classes and internal examinations for the students of 2nd and 4th Semester students. All teachers have been requested to use the college workspace for taking classes and giving assignments to the students.