



Surya Sen Mahavidyalaya

NAAC ACCREDITED

A Multi Stream Govt. Aided College
& Recognised by UGC u/s 2(f) & 1
2(b) (Affiliated to University
of North Bengal)

ESTO.1998
ISO9001:2015

IQAC

(Internal Quality Assurance Cell)

MINUTES AND RESOLUTIONS OF THE 20th IQAC MEETING, HELD ON 27.11.19

The 20th meeting of the IQAC is held today-- 27th November 2019, at 3 PM, at the IQAC/Meeting Room in the presence of the following members to discuss the notified agenda.

MEMBERS PRESENT:

1. Dr.P.K.Mishra (Principal: Chairperson]
2. Sri.Mukul Kanti Ghosh [Asso.Prof.& HoD, Faculty of Commerce. Teacher Member]
3. Dr Bablee Mandal [Assistant Professor, Chemistry. Teacher Member]
4. Dr.Romyani Goswami [Assistant Professor & DiC, Physics, Teacher Member]
5. Dr.Aniruddha Palit [Assistant Professor & DiC, Mathematics. Teacher Member]
6. Sri Sujay Chakraborty [Assistant Professor, Faculty of Commerce.TCS]
7. Dr.P.K.Dutta [Univ. nominee to the GB]
8. Sri Santanu Das[Librarian, Admin.Staff]
9. Sri Biswajit Purohit [Admin.Staff]
10. Sri Rajib Saha [Admin.staff]
11. Fr.(Prof.)Dr.George T, SDB [Principal, Salesian College, Educationist, local society]
12. Sri Biswajoy Chanda [Alumni Representative]
13. Dr.Arnab Baul [Asso.Prof.English.Coordinator]

AGENDA

1. Confirmation of the proceedings of the last meeting of the IQAC held on 09/08/2019
2. Report on the action taken in compliance with the decision taken in the meeting held on 09/08/2019

3. Analysis of results of 2nd semester, 2nd year and 3rd year.
4. Discussion and approval of the Academic and Administrative Audit Report 2018-19 and Green Audit Report 2018-19
5. Assessment of the activities of the Cells/Departments until November 2019
6. Discussion regarding remodelling/replanning of the college website
7. Discussion on suggestions from various departments on the quality issue
8. Discussion on organizing a seminar on IPR
9. To organize the Gender Awareness Program for the students
10. The signing of MoU on intellectual exchange with various departments
11. The problem of lack of teachers for various subjects
12. Discussion on the introduction of new courses
13. Miscellaneous

At the outset, Dr Arnab Baul, Coordinator of the IQAC welcomed all the members in the meeting. He also informed the house that the following members: Sri Jayanta Moulik [President GB/Industrialist/Stakeholder], Prof. Sutapa Saha, Associate Professor and HoD, Department of English, Dr Suphal Biswas, Assistant Professor & DiC, Bengali, Miss Avantika Bhattacharjee [Students' Representative] could not attend the meeting because of their official and personal engagements.

All the members thereafter took part in the discussion as per the agenda and resolutions were taken.

1. Confirmation of the proceedings of the last meeting of the IQAC held on 09/08/2019

All the resolutions taken in the meeting held on 9th August 2019 are hereby unanimously confirmed.

2. Report on the action taken in compliance with the decision taken in the meeting held on 09/08/2019

Framing of Annual Plan of Action: 2019-20

- (1) Regarding the plan of action as chalked out in the meeting 9/08/2019, almost all the targeted works are being carried out as per the plan. Some of the works are : [1] invited lectures, [2] faculty exchange, [3] student-seminar, [4] exhibition, [5] poster presentation, [6] field trip/educational tour, [7] PTMs as per the Academic Calendar by the departments. , [8] listing of research publications by the faculties
- (2) Dr.Romyani Goswami, Assistant Professor of Physics and Dr.Suphal Biswas, Assistant Professor of Bengali are promoted through CAS from stage II to stage III

3. Analysis of results of 2nd semester, 2nd year and 3rd year.

Results of various departments, as reported to the IQAC before the meeting are as follows:

- a. **Chemistry:** in 2nd semester 15 students appeared and 9 have passed. Two students got back in certain papers and 4 students got back in honours papers.
- b. **English:** In second semester out of 71 students 71 passed and 25 got more than 6 SGPA with highest SGPA being 7.4. In the third year (H) 36 passed out of 48 appeared. The result is 75%.
- c. **History:** 57 students passed out of 57 appeared and 24 students secured first class.in the third year 28 students passed out of 40 appeared.

- d. **Mathematics:** In second semester 40 students have passed out of 42 appeared.
- e. **Physics:** Out of 13 students 8 passed and 3 did not appear. Eight students got more than 6 CGPA.
- f. **Pol.Science:** In the second semester out of 61 students appeared 54 have passed. The pass percentage is 88.52. In the third year, 49 students passed out of 61 appeared.
- g. **Sociology:** In second semester 40 students passed out of 40 appeared and the pass percentage is 64. In the third year, 17 students passed out of 19 appeared.

The members appreciated the result of the college and Fr.(Prof.)Dr. George asked the college to take measures to encourage the departments for maintaining good academic standard by producing good results on a routine basis. Since many departments have not submitted detailed results to the IQAC, members have asked the IQAC coordinator to ensure timely submission of result-data to the IQAC by various departments before the meeting. All have expressed concern for non-filling up of seats in the science streams and felt that the Admission Committee and other bodies need to think about ways filling up of all the seats in science subjects.

4. Discussion and approval of the Academic and Administrative Audit Report 2018-19 and Green Audit Report 2018-2019

The Coordinator placed the AAA:2018-19 and Green Audit Report:2019-20 for discussion and approval. All the members have gone through the reports, discussed the finer points and noted down the suggestion and thereby accorded approval.

5. Assessment of the activities of the Cells/Departments until November 2019

Following activities were undertaken by various departments during the last semester and reported to the IQAC.

- a. **Chemistry:** The year 2019 is the 150th anniversary year of the Periodic Table of Chemical Elements, therefore has been proclaimed the “International Year of the Periodic Table of Chemical Elements. The department celebrated the day through various activities prominent among them was a Poster Presentation by the students.
- b. **Physics:** Department of Physics organized one exchange program where a faculty from Tarai Mahavidyalaya delivered a lecture in the Physics Department. As a part of the agreement, Dr Romyani Gswami, DiC, Physics department will also deliver a lecture before the students of the Physics department of Tarai Mahavidyalaya.
- c. Department of Geography and Math organized two invited lectures each while the department of History organized one.
- d. **Political Science:** The department organized a seminar on Marxism. However, the department has not yet submitted relevant documents to the respective teachers responsible for collecting event-related documents.

Regarding the activities of various Cells and Committees, **Magazine committee** has published the annual magazine –*Unmesh*. **Students support and Placement Cell** organized 6 events and **Eco Club** organized 3 activities, and **NSS**, 4 programs. All the documents related to programs have been furnished to the IQAC as per guidelines.

All the members in this regard felt that the IQAC other departments should be told to organize activities as per proposals submitted earlier. As a part of the review of various

activities accomplished by the departments and cells following suggestions have been put forward by the members:

- a) Principal Sir has suggested that along with the Invited Lectures program, the IQAC should also keep track of as to how many our teachers are invited by other institutions for lectures.
- b) Women's Cell should be told to conduct a Gender Awareness Program, which is long due.
- c) Alumni Association will collect E-Mails of the outgoing third-year students to build Alumni database.
- d) All the departments will be categorically told to furnish all the relevant documents to the IQAC as per the guideline, on time.

6. Discussion regarding Remodelling/Re-planning of the college website

Dr Babli Mandal, as the Coordinator of the Website Committee, has placed a proposal of remodelling the existing college website and placed a blueprint before the house for the discussion. Accordingly, members have discussed the issue and the proposal is accepted with minor suggestions for modification, by the members.

7. Discussion on Suggestions from various Departments on Quality issue

Department of Geography, Department of English and the Department of History, through official letters, approached the IQAC to increase the honorarium amount of the invited speakers, which is at present Rs. 1000. Department of English is with the opinion that since they, at times, invite one expert to perform two activities--to deliver a lecture and also to act as a resource person for Student Centric Seminar, the honorarium amount is too less. The members discussed on the issue and compared the honorarium amount given by various colleges, universities and also the UGC guideline for this, and felt that there is no necessity to increase the present amount of the honorarium for the invited scholars, who should ideally be from any college of Siliguri and its surrounding areas.

Regarding the English Department's proposal of engaging one invited scholar for two activities, the house felt that departmental teachers can only act as resource persons in the Students Centric Seminar. However, it is resolved that, while departments are free to frame their departmental seminar or invited lectures in their way, college's role will be limited to offering an honorarium of rupees one thousand and other costs involving the purchase of mementoes, lunch for the guest etc.

However, it is also resolved that in special cases the same rate of honorarium will not be applicable. The members feel that, if a department decides to invite 'a scholar of repute' or a 'public intellectual of repute' from outside the city, a proposal with a budget, in this regard, should be placed before the IQAC coordinator and the internal members will discuss and decide on this. A 'scholar of repute' should be a person who has a proven record of expertise on his subject area supported by scholarly publications. Similarly, a 'public intellectual' should be an intellectual participating in the public-affairs discourse of society, in addition to an academic career.

8. Discussion on organizing a seminar on Intellectual Property Right (IPR)

Members have discussed the issue of organizing a National Seminar on IPR. Coordinator of the IQAC approached Fr.(Prof.)Dr. George -- the Principal of Salesian College,

Siliguri and Sonada, to jointly organize the program and he has been kind enough to accept the proposal. Hence, it is decided that a National Seminar on IPR will be jointly organized by the IQAC of Surya Sen Mahavidyalaya and Salesian College, Siliguri Campus, preferably in February. For this, Dr Santanu Das, the librarian will be the Coordinator of Surya Sen Mahavidyalaya. Dr Santanu is given the responsibility to make a detailed plan regarding the program in consultation with IQAC internal members.

9. To organize the Gender Awareness Program for the students

As already mentioned in resolution number 3, Women's Cell will be asked to conduct one Gender Awareness Program for all the students, as early as possible.

10. The signing of MoU on intellectual exchange with various departments

Intending to create an ecosystem of knowledge sharing among various institutions, the members stressed the necessity of signing of MoUs. In this regard, after the exchange of various ideas, it is resolved that, as a first step, an MoU will be signed between Salesian College and Surya Sen Mahavidyalaya on matters of intellectual exchange. In the next step, the two colleges will work as a unit to involve other colleges for knowledge sharing. Dr Santanu Das, librarian of Surya Sen Mahavidyalaya has been hereby officially entrusted the responsibility to prepare vision document in consultation with the designated person of Salesian College, Siliguri Campus.

11. The problem of lack of teachers for various subjects

All the members have expressed their concern on the issue of lack of teachers in various subjects and sought Principal's opinion on this. The Principal explained in details the process of recruitment of teachers in the college and clarified as to why the college management, under the present Government Order, has a limited role to play to resolve the crisis, as they no more enjoy the power of recruiting guest teachers. However, despite the administrative limitations, Principal assured the House that he has already placed requisition to the College Service Commission for recruiting new teachers, and also appealed to the DPI to accord permission to recruit guest faculties.

12. Discussion on Introduction of New Courses

In this regard, Principal has informed the House that he has already submitted an application to the higher education council requesting them to permit to introduce new courses in the college.

13. Miscellaneous

The Coordinator of the IQAC informed the House about the recent achievements of various faculties and thanked all of them. Dr Arindam Karmakar of the Department of Physics published a paper in Journal under Elsevier with more than 6 impact factor. Dr Bablee Mandal of Department Chemistry also published two papers in journals under the consortium Springer and Willy, with impact factors 6 and 5 respectively. Dr Suphal Biswas of the Department of Bengali published a book with solo authorship from Bangiya Sahitya Parishad, Kolkata. Prof. Sutapa Saha, HoD, English attended a literary meet in Kolkata as a resource person on Translation Studies. Dr Romyani Goswami, DiC Department of Physics, an established story writer also published stories in a popular literary magazine.

Further, the Coordinator conveyed to the house, three specific proposals of Sj. Jayanta Moulik, President GB, which are a. Organizing a College Fest, involving various colleges, b. Organising a Traffic Awareness Campaign on the occasion of 31st National Road Safety Week, 2020, and c. A rally to with 'Save Mahananda' Campaign. All the members have welcomed the proposals and asked the coordinator to proceed towards materializing them.

Since there remained no other issue for discussion, the meeting ended with thanks to the chair.



Chairperson
IQAC



Coordinator
IQAC

