

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)

IQAC

(Internal Quality Assurance Cell)



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Minutes and resolutions of the 36th IQAC Meeting held on 08.02.2023

The 36th meeting of the IQAC is held today, on 08.02.2023, at 2.30 pm, in the IQAC room in the presence of the following members to discuss the notified agenda.

Agenda:

1. Confirmation of the resolutions of the previous meeting held on 01.12.2022
2. Reporting the approval of AQAR of the session 2021-22
3. Discussion on half-yearly report of departmental and cell activities
4. Resumption of Rostra Lecture Series
5. Discussion on the proposal of National Seminar in collaboration with NAAC
6. Planning for preparation of SSR for cycle 2
7. Miscellaneous

Members Present:

1. Dr. Pranab Kumar Mishra, Principal, Chairperson
2. Dr. Arnab Baul, Associate Professor, Dept of English
3. Dr. Romyani Goswami, Associate Professor, Dept of Physics
4. Dr. Suphal Biswas, Associate Professor, Dept of Bengali
5. Dr. Aniruddha Palit, Associate Professor, Dept of Mathematics
6. Sri Sujay Chakrabarti, Assistant Professor, Dept of Commerce
7. Dr. Bhawna Rai, Assistant Professor, Dept of History
8. Ms. Ananya Guha Ray, G.B. Representative
9. Sri Biswajit Purohit, Head Clerk
10. Prof. (Dr.) Debabrata Mitra, Professor, Dept of Commerce, UNB
11. Ms. Paushali Sarkar, Student Representative
12. Sri Biswajay Chanda, Alumni Assn representative
13. Dr. Bablee Mandal, Coordinator

MINUTES

At the outset, the Coordinator of the IQAC, welcomed all the members in the meeting. All the members present thereafter took part in the discussion concerning the various notified agenda and the following resolutions were taken.

Agenda

Agenda 1:

Confirmation of the resolutions of the previous meeting held on 01.12.2022

Resolution:

All the resolutions adopted in the 35th meeting held on 01.12.22 were unanimously confirmed.

Agenda 2:

Reporting the approval of AQAR of the session 2021-22

Resolution:

The IQAC Coordinator reported that the AQAR of the session 2021-22 has been successfully

uploaded and submitted in the NAAC portal and has been approved by the concerned authority. In this respect, the coordinator whole heartedly thanked all the members of IQAC as well as all the teaching and non-teaching staff of the college for their support in preparation and uploading the AQAR.

Agenda 3:

Discussion on half-yearly report of departmental and cell activities

Resolution:

The IQAC Coordinator presented the reports as obtained from various Departments and Cells regarding the activities carried out by them till date. The various activities undertaken were as follows:

Departmental Activities

Department	Proposed Plan	Plan Executed	Additional initiatives
Bengali	<ol style="list-style-type: none"> 1. Faculty-Exchange Program 2. Wall magazine 	<ol style="list-style-type: none"> 1. Faculty-Exchange Program was conducted on 17.12.22. Topic was “Sahitya Samaj o Sikkha Bistare Vidyasagarer Abadan”. Another one was organized on 20.12.22. Topic was “Bangla Chhotogalpo” 2. A wall magazine “Disha” Vol I on “Bangla Sahitya” was published on 30.11.22 	
Chemistry	A seminar on “Recent Advances in Chemistry”	Conducted the intra-departmental student seminar on 07.11.22, 09.11.22 and 11.11.22 on various topics related to Recent Advances of Chemistry and special invited lecture on “Beautiful Chemistry of Xanthene Dye” on 11.11.22	Organized Freshers’ Welcome on 14.01.23
Commerce	<ol style="list-style-type: none"> 1. Micro-finance activities and awareness programs by the Ujjivan Bank, Siliguri 2. The film shows promoting social awareness and development 3. MBA admission and awareness 	<ol style="list-style-type: none"> 1. Conducted workshop on 24.11.22. Topic: Overview on Banking, Insurance and Other Financial Institutions. 2. Conducted Film appreciation course from 26.09.22 to 29.09.22 	<ul style="list-style-type: none"> • Parent Teacher meeting organized on 03.01.23 • 10 B.Com Sem 6 Hons students participated in One day inter college workshop on 19.12.22 organized by Azim Premji University &

	<p>programs by the Pune-based institution</p> <p>4. Cancer Awareness program</p>	<p>3. Career counseling by ASM group of Management institutions Pune on 12.11.22</p> <p>4. An Awareness Program on Cervical Cancer was organized in collaboration with Siliguri Sumita Cancer relief welfare and Education Society on 24.01.23</p>	<p>Kurseong College on the topic 'Economic of today, Economist for tomorrow'</p>
Economics	Add on Course	An add on course on 'Basic Statistics and Data Analysis' was organized jointly by Department of Economics and Department of Sociology from 04.01.2023 to 09.01.2023.	
Education	<p>1. Poster Presentation</p> <p>2. Invited talk</p>	<p>1. Conducted Poster presentation on "Interdisciplinary approach to Education" held on 23.09.22</p> <p>2. Invited lecture held on 16.01.23 on the topic "Career Counseling and Stress Management"</p>	
English	<p>1. Student-centric seminar</p> <p>2. E-Magazine</p>	<p>1. The Department organized a student seminar and group discussion on the topic 'Gender and Nation in Alice Walker's Colour Purple' on 26.08.2022. The dept also organized a Student Seminar-cum-Group Discussion on the topic 'T.S. Eliot and his Age' on 21.09.2022.</p> <p>2. The fourth volume of the e-magazine "Oracle" of the department of</p>	<p>1. A story telling competition titled "Once Upon A Time..." was organised by the Book-club of the Department 'Between The Lines' on 30.01.2023</p> <p>2. An Induction programme was organized on 24.01.2023 with the objective to conduct an orientation programme for the 1st semester students and thereby to welcome them officially in the</p>

		English was inaugurated on 9/1/2023	Department.
Environmental Studies	<ol style="list-style-type: none"> 1. Invited Talk 2. Faculty Exchange 	<ol style="list-style-type: none"> 1. Organized invited lecture on “Human WildLife Conflict and its impact on Biodiversity” on 17.01.23 2. Conducted two Faculty Exchange on 24. 11.22 on “Cancer prevented by folk-food culture. Second on 10.01.23 on “Ground water Management and Why should we care about it” 	Conducted Student Centric Seminar from 18.01.23 to 27.01.23. Topic was “Human Animal Conflict”
History	<ol style="list-style-type: none"> 1. Inauguration of ‘Sakabda’, Departmental Wall Magazine 2. Field trip for SEC Project 3. Two Invited lectures for students 4. Students Seminar, Farewell and Fresher’ Welcome programme 	<ol style="list-style-type: none"> 1. Sakabda V inaugurated on 25.08.22 on “Hundred years of excavation of Mohenjodaro” And also Sakabda VI on 24.01.23 on “Tribute to Netaji Subhash Chandra Bose” 2. Excursion to Kuseong on 23.12.22 for SEC project on “Archives and Museums” 3. Conducted one IL on “Stone Age in India” on 29.09.22 4. Conducted Freshers’ Welcome on 19.11.22 and Farewell Program on 06.08.22 	
Geography	<ol style="list-style-type: none"> 1. Students’ seminar 1. Invited Talk by an external resource person 2. Departmental Workshop on Geographical Information System 3. Field Survey on Natural Hazard 	<ol style="list-style-type: none"> 1. Student Seminar conducted from 21.11.22 to 22.11.22 2. Organized two invited lectures on “Perspectives of World Environment and Provisions of the protocols” and “Future Focus and Foremost features of 	<ul style="list-style-type: none"> • Public Interaction Program conducted in collaboration with Central Ground Water Board, Eastern Region, Kolkata. “Topic was “Sustainable Ground Water Management in darjeeling District”

	<p>(Landslide in Sevoke)</p> <p>4. Perception survey on the environmental problem (Topic: Solid Waste Management in Siliguri Municipal Corporation)</p>	<p>World Environment: A discussion” on 24.01.23</p> <p>3. Workshop cum Hands on Training on Q-GIS, GNSS and Google Earth Engine 12.09.22 to 13.09.22</p> <p>4. Field Survey on Landslide conducted on 25.11.22</p> <p>5. Perception Survey conducted on 11.11.22 to 12.11.22</p>	<ul style="list-style-type: none"> Organised Freshers’ Welcome on 20.01.23
Mathematics	<p>1. Celebration of Mathematics Day</p>	<p>1. Observed Mathematics day on 22.12.22 Students presented on “History of Mathematics” and “Real Life Application of Calculus” and Faculty presented on “Fuzzy Set and its application”</p>	<p>1. Freshers’ Welcome conducted 01.02.23</p>
Physics	<p>1. Publication of Wall Magazine</p> <p>2. Student-centric seminar</p>	<p>1. Published the wall magazine “Time Machine: Reliving Physics” Vol I Issue I on 13.01.23. The theme was 129th Birth Anniversary of the renowned Indian Physicist Satyendra Nath Bose.</p> <p>2. Organized student seminar on 03.02.23. Topics were “Physics of LED” and “Semiconductor Diode”</p>	<ul style="list-style-type: none"> Farewell Program on 29.09.22 Parent-Teacher meeting organized on 03.01.23 Freshers’ Welcome on 06.02.23
Political Science	<p>1. Movie Screening (documentary)</p> <p>2. Faculty exchange program</p> <p>3. Extra classes/ revisions</p>	<p>1. Screened the movie Two & Two (2+2=5) directed by Babak Anvari for 1st sem students</p> <p>2. Faculty exchange program conducted on 12.11.22 on topic “Quantitative data analysis”</p>	<p>1. Three students of Surya Sen Mahavidyalaya who secured position in the Jalpaiguri District-level Youth Parliament Competition held on 14/09/2022 participated in the next level, division-level,</p>

		3. Extra Classes/Revision classes and Mock exams were taken by the faculties of the Department in the month of December, 2022	competition at PMS Mahavidyalaya, Mal on 12/11/2022. 2. Organized freshers' welcome on 21.12.22
Sociology	<p>1. Publication of "Krishti"</p> <p>1. Seminar for 5th semester Hons. Students</p> <p>2. Add on Course</p> <p>3. Faculty Exchange Program</p>	<p>1. Published the wall magazine " Kristi - Vol V " on 18.01.23. Theme "Tribal Society"</p> <p>2. Organized student centric seminar on "Classical theories of Sociology" on 19.09.22 to 20.09.22</p> <p>3. Conducted Add-on Course on "Basic Statistics and Data Analysis" in collaboration with Dept of Economics from 04.01.23 to 09.01. 23</p> <p>4. Conducted Faculty exchange program on 19.01.23. Topic was "Some Pertinent Discourses about Indian Society"</p> <p>5. A Group Discussion was held on 08.02.23 for the students of 4th semester Honours on Rural Sociology.</p>	Freshers' Welcome on 20.01.23

Activities of Committees / Cells

Committee / Cell	Proposed Plan	Plan Executed	Additional initiatives
Student Support and Placement Cell	1. Career counseling and awareness sessions	1. (i) A webinar was conducted on "Career Prospects in Armed Forces" in collaboration with Poshac India Foundation on 21.12.22 where Retd. Major General Dr. M. P. Singh addressed the	

		<p>students</p> <p>(ii) A seminar was organized in collaboration with RICE smart Education on “Career Opportunities in Public Sector Jobs throughout India” on 20.01.23</p> <p>(iii) SBI General Insurance organized an awareness camp on 19.01.23</p> <p>(iv) Amity University conducted conducted a career counseling and awareness seminar among the students on 17.01.23</p>	
Cultural Committee	<ol style="list-style-type: none"> 1. Independence Day Celebration 2. 12th January’23 – Birth Anniversary of Swami Vivekananda and Martyrdom Day of Master Da Surya Sen. 3. 23rd January ’23 – Birth Anniversary of Netaji Subhas Chandra Bose. 4. 26th January-23 – Indian Republic day. 	<ol style="list-style-type: none"> 1. Celebrated the 76th Independence Day with NCC and NSS parade followed by a cultural program 2. Observed the 121st Birth Anniversary of Swami Vivekananda and Martyrdom Day of Master da Surya Sen 3. Observed Netaji’s Birth anniversary 4. Observed the 74th Republic day 	<p>Observation of Students week</p> <ul style="list-style-type: none"> ● Discussion on Kanyashree, Students Credit Card, Swami Vivekanda scholarship etc. for creating awareness (02.01.23) ● Organised Parent-Teacher Meeting (03.01.23) ● Health Check up and Blood Donation Camp(04.01.23) ● Cultural competition on creative writing painting, dance and recitation (05.01.23) ● Quiz and Song Competition (06.01.23)
Eco Club			<p>A one day National Workshop on Vulture Conservation & Nature Study organized on 21.09.22 collaboration with Himalayan Nature & Adventure Foundation & Bombay Natural History Society</p>
Discipline Committee	-	-	The Discipline Committee arranged a

			special Invited Lecture by Pravrajika Nirvedaprana Mataji of Sarada Math, Dakshineswar, Kolkata , on 17 September 2021.
NSS I		<ol style="list-style-type: none"> 1. Celebrated “Har Ghar Tiranga” on Independence Day at the adopted village of Porajhar where various cultural programs and drawing competitions for the village children were organised. 2. Organised a special camp at porajhar village from 25.12.22 to 31.12.22 where cleanliness programs, self defence programs, awareness programs on thalassemia, road safety , sports etc were carried out 3. Celebrated National Youth Day on the birth anniversary of Swami Vivekananda on 12.01.23 at Purba Dhantala Primary School. Two invited speakers Acharya Karmeshananda Abadhoot and Acharya Trigunatinanda Abadhoot elaborated on the spiritual life of Swamiji 4. Organized a “One day Thalassemia Awareness and Free check up Camp” on 20.01.23. Honorable speakers from North Bengal Medical College and Surya Nagar Samaj Kalyan Sanstha addressed the 	

		students	
NSS II			<p>1.NSS II Program Officer was selected as contingent leader of West Bengal for National Youth Festival 2023, organized at Hubbli, Karnataka from 12.01.23 to 16.01.23. She led a team of 20 from West Bengal of which one volunteer was from Surya Sen Mahavidyalaya</p> <p>2. On the occasion of Saraswati Puja, NSS II conducted the program of “Hathe Khori” (writing the 1st alphabet) in their adopted village of Jabravita to 5 children and 5 women and have taken the responsibility of educating the 5 women.</p>
NCC			<ol style="list-style-type: none"> 1. All NCC Cadets participated in the Independence Day parade at the college on 15.08.22 2. 105 NCC cadets of Surya Sen Mahavidyalaya had participated the Anti-Cracker rally as organized by HNAF, siliguri on 20.10.22 3. A Blood Donation Camp was organized by the NCC unit of Surya Sen Mahavidyalaya in Association with Lions Club of Siliguri Givers on 26.11.2022. A total of 35 Units of Blood was collected from the camp. 4. 150 NCC cadets participated in the

			Republic Day Parade in the college. The cadets also presented a cultural dance
ICC and Women's Cell		<ol style="list-style-type: none"> 1. An Outdoor Gender Sensitisation Camp was organised by members of Women's Cell and Internal Complaint Committee on 31.01.23. The event was organised at the adopted village of Porajhar 2. On 06/02/2023 Women's Cell and ICC jointly organised a Seminar on WOMEN AND ENVIRONMENT in collaboration with Dept of EVS. Prof Kaushani Mandal and Prof. Sumitra Pal Karmakar spoke on the occasion 	
Website Committee		<ol style="list-style-type: none"> 1. Uploaded all requisite links and documents in college website for AQAR uploading 	

The coordinator mentioned that the Department of Computer Science have reported that their programs are scheduled February 2023 onwards and will submit the report once the programs are conducted. The members observed that very few reports have been received from NSS unit II in comparison to the programs they have conducted. The Principal assured the members that he will instruct the NSS unit II officer for regular update of activity reports to IQAC.

The members expressed their satisfaction at the quality of the work carried out by different cells and activities and congratulated them on their endeavors.

It was also resolved that a format for submitting reports should be circulated to the different departments and cells for their convenience.

Agenda 4:

Resumption of Rostra Lecture Series

Resolution:

It was resolved that the "Rostra" lecture series should be resumed as early as possible and steps should be taken to select suitable papers for publishing as a book in due course of time.

Agenda 5:

Discussion on the proposal of National Seminar in collaboration with NAAC

Resolution:

It was resolved that Dr. Suphal Biswas in consultation with the Principal and other faculty

members will select a topic of the Seminar and take the initiative of drafting the proposal of the Seminar and submit it to NAAC seeking their collaboration.

Agenda 6:

Planning for preparation of SSR for cycle 2

Resolution:

The Coordinator requested the Principal for officially co-opting other teaching and non-teaching staff as members for preparing the SSR for cycle 2, in addition to the already existing members responsible for preparing SSR. Dr. R. Goswami and Dr. A. Palit also requested the same citing the volume of work for SSR preparation.

All the members present agreed to the necessity and it was resolved that the following members would be officially co-opted:

Smt Sudeshna Mandal, SACT, Dept of Geography for Criteria III

Sri Subham Mukherjee, SACT, Dept of Chemistry for Criteria IV

Sri Biswajay Chanda, Laboratory Attendant, Dept of Chemistry and Alumni Assn representative to IQAC for Criteria V.

Agenda 7:

Verification of CAS proposal of faculties

Resolution:

The Coordinator informed the house that Smt Reema Doma Sherpa has submitted her CAS proposal to IQAC for verification after the notification of the present IQAC meeting was issued, and asked the permission of the Chairman, IQAC to include it in the agenda of the meeting. The Chairman gave the permission to include it in the agenda.

The members present scrutinized the CAS application papers of Smt Reema Doma Sherpa and after a prolonged discussion requested the Principal & Chairman of IQAC to take the following clarifications / documents from Smt. Sherpa regarding her publications:

(i) UGC order relating to the date of cancellation of the Journal of her publication from the UGC-Care List

(ii) The publishers of her solo book and book chapters are not included in the affiliating University i.e. NBU-prescribed list of publishing houses updated in July, 2022

It was resolved that Smt Sherpa be requested by the Principal & Chairman of IQAC to submit the above required documents for further processing of her CAS application

Agenda 8:

Miscellaneous

Resolutions:

1. As resolved in the 35th meeting, the Action Taken Report for the session 2021-22 has been prepared by the Coordinator, IQAC and forwarded to website committee for uploading on the Institution's website
2. The draft of a proposal for MoU for Academic Linkage between New Alipore College, Kolkata and Surya Sen Mahavidyalaya was placed in the meeting by the Principal. The members present accepted the proposal.
3. It was resolved that an IPR seminar would be organized by the institution where Prof (Dr) Debabrata Mitra, Professor, Dept of Commerce, University of North Bengal will deliver a lecture as a resource person.

Since there was no further agenda for discussion, the meeting ended with thanks to the chair.

Chairperson
IQAC

Coordinator
IQAC