

IQAC-MEETINGS

2021 – 2022



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North 24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

Date - 17/12/2021

NOTICE

A meeting of the IQAC will be held on 20/12/2021 in the Meeting Room of the College at 12:30 PM

The agenda of the said meeting are as follows:

1. To read and confirm the proceedings of the previous meeting held on 25.06.2021.
2. Re-constitution of the IQAC from 2022
3. Re-constitution of different sub-committees from 2022
4. To constitute an 'Internal Complaints Committee'
5. To discuss on 'Signing of MoUs' with different colleges
6. To purchase Benches, Tables, Chairs, etc. for the new classrooms
7. To place the plan of action and the action taken report for the year 2020-21
8. Miscellaneous

All respected members are requested to be present in the meeting at the scheduled time.

Pulakesh Sen
(Signature)

Coordinator, IQAC

Sree Chaitanya Mahavidyalaya

Sree Chaitanya Mahavidyalaya

Habra - Prafullanagar

North 24 Parganas, Pin- 743268

(Signature)

(Signature)

Principal

Sree Chaitanya Mahavidyalaya

Principal

Sree Chaitanya Mahavidyalaya

Habra, Prafullanagar

24 Parganas (N)



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

A meeting of the IQAC of Sree Chaitanya Mahavidyalaya is held on 20/12/2021 in the Meeting Room of the college at 12:30 PM.

Members present:

- 1.
2. Pulakesh Sen
3. Smritika
4. Rishi
5. Sukumar Pal
- 6.
- 7.
- 8.
9. P. Sarkar
- 10.



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North 24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

Proceedings of the meeting of IQAC held on 20-12-2021 at the Meeting Room at 12:30 PM.

Dr. Subrata Chatterjee, Principal of the college takes the chair.

The following matters are discussed and following decisions are taken.

Agenda 1. To read and confirm the proceedings of the previous meeting held on 25.06.2021.

Resolution 1. The decisions taken in the previous meeting, dated 25/06/2021 are read and confirmed.

Agenda 2. Re-constitution of the IQAC

Resolution 2. The IQAC has completed its tenure of five years from 2015 to 2020. But due to complete lockdown, it is continuing its activities till date. Hence, it is required to be reconstituted for the next five years from 2022 to 2027. The Principal is requested to see into the matter.

Agenda 3. Modification and formation of sub-committees

Resolution 3. Eyeing on the ensuing NAAC Assessment and Evaluation, the house unanimously resolved that there is need for modification and formation of new sub-committees. The Principal is requested to do the needful.

Agenda 4. To constitute an 'Internal Complaints Committee'

Resolution 4. The 'Internal Complaint Committee' is required to be formed as per Section 4(1) of the sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and the house requested the Principal to see into the matter.

Agenda 5. To discuss on 'Signing of MoUs' with different colleges

Resolution 5. Regarding the collaborative activities with other institutions, the IQAC has taken the initiatives to recommend signing of MoUs with different institutions as follows:

- RBC College for Women, Naihati, North 24 Parganas, affiliated under WBSU
- BRSN College, Barrackpore, North 24 Parganas, affiliated under WBSU
- Nabadwip Vidyasagar College, Nabadwip, Nadia, affiliated under KU

Agenda 6. To purchase Benches, Tables, Chairs, etc. for the new classrooms

Resolution 6. As the construction works of the new classrooms in the annex building are completed, a large no. of benches, tables, chairs, etc. to be purchased immediately to start the academic process there. The Principal is requested to consult with the Finance committee regarding this matter and give immediate effect.



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North 24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

Agenda 7. To place the plan of action and the action taken report for the year 2020-21

Resolution 7. The plan of action and the action taken report is placed and accepted in the house.

Plan of action	Action taken Report
1) Seminars, Workshops, Special Lectures to be organized.	a) Seminars, Special Lectures in different departments of Bengali, English, Science, Commerce have been organized. b) An Workshop on Computerized Accounting for B.Com Students has been organized. c) An Int. Webinar on "Communicating Covid-19 Pandemic has been organized. d) A Webinar on "Satyajit Roy..." Has been organized. e) A Webinar on "Strategy of Stress Management..." has been organized. f) A National Webinar on "New Method. of AAA..." Has been organized. g) A National Webinar on "Issues & Challenges of Mental Health..." Has been organized. h) An Int. Conference on "Issues & Challenges of Social Sc..." Has been organized.
2) To continue the academic activities in the Covid-pandemic period	The college has continued the process of taking classes, examinations, and other academic activities through Online process using different platforms during the entire Covid-pandemic period.
3) Imparting students in different co-curricular activities.	a) Several NSS-programme, Webinars have been organized focusing the mental health of the students during the Covid-19 Pandemic period through online mode. b) 'International Mother Language Day' has been organized. c) Independence Day, Republic Day, Netaji Birthday have been organized. d) World Environment Day has been observed. e) Observation of World Yoga day by a Webinar.
4) Up gradation of College website.	A new Web-Portal has been launched and many dynamic web-pages and web-links have been included.
5) Eco-friendly initiatives to be taken.	A Pollution Monitoring Unit has been installed and the Herbal & Flower garden have been maintained.
6) Feedback from stakeholders	a) Students' Feedback has been taken through online. b) Teachers' feedback has been taken through online.
7) To publish Magazine, Journal, Newsletter, etc.	a) The college has published a Newsletter for the academic year: 2020-21. b) The publication of the college journal "The Impression" is not yet published due to the pandemic.
8) Holistic development of students	The Career Development Cell keeps a strong vigil on providing the students soft-skill development courses with Communicating English and Computer knowledge and General Awareness.
9) To sign MoU with other colleges	The college signed an agreement (MoU) with Chandidas Mahavidyalaya, Burdwan for sharing academic & other co-curricular activities.
10) To make a 'Cluster of Colleges'	Four local colleges including us have decided to make a 'Cluster of Colleges' for academic sharing and but the affiliating university (WBSU) did not provide the approval.
11) To make ISO-certification	The process of ISO-certification is completed by the IQAC.
12) To increase the no. of ICT-classrooms & the Lab-infrastructure	The Principal has taken initiatives to purchase Projectors, Furniture, Lab-instruments and to repair old Lab-instruments also after the pandemic period.

Agenda 8. Miscellaneous

As no other matter is discussed, the meeting ended with a vote of thanks.

Pulakesh Sin
Co-ordinator, IQAC
Sree Chaitanya Mahavidyalaya
Habra - Prafullanagar
North 24 Parganas, Pin- 743268

S.P. 28/03/22
Principal
Sree Chaitanya Mahavidyalaya
Habra, Prafullanagar
24 Parganas (N)



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North 24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

Date: 22/03/2022

NOTICE

A meeting of the IQAC will be held on 28/03/2022 in the Meeting Room of the College at 11:30 AM.

The agenda of the said meeting are as follows:

1. To read and confirm the proceedings of the previous meeting held on 20.12.2021.
2. To discuss on 'Signing of MoUs' with different colleges
3. To increase the no. of seats in B.A.-General and P.G.-M.Com-courses
4. To prepare 'Holiday list' for 2022-23
5. To discuss on the Environmental Audit, Energy Audit and Gender Audit
6. Miscellaneous

All respected members are requested to be present in the meeting at the scheduled time.

Pulakesh Sen
(Signature)

Coordinator, IQAC
Sree Chaitanya Mahavidyalaya
Sree Chaitanya Mahavidyalaya
Habra - Prafullanagar
North 24 Parganas, Pin- 743268

[Signature]

(Signature)
Principal

Sree Chaitanya Mahavidyalaya

Principal
Sree Chaitanya Mahavidyalaya
Habra, Prafullanagar
24 Parganas (N)




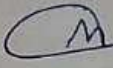
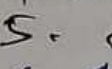
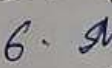
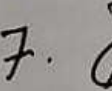
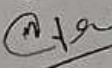
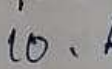
Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North 24 Parganas, PIN - 743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

A meeting of the IQAC of Sree Chaitanya Mahavidyalaya is held on 28/03/2022 in the Meeting Room of the college at 11:30 AM.

Members present:

1.  28/03/22
2. Pulakesh Sen
3. 
4. Sukumar Pal
5. 
6. 
7. 
8. 
9. P. Sarker
10. 



Sree Chaitanya Mahavidyalaya

Habra-Pratullanagar, North 24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

Proceedings of the meeting of IQAC held on 28-03-2022 at the Meeting Room at 11:30 AM.

Dr. Subrata Chatterjee, Principal of the college takes the chair.

The following matters are discussed and decisions are taken as follows:

Agenda 1. To read and confirm the proceedings of the previous meeting held on 20.12.2021.

Resolution 1. The decisions taken in the previous meeting, dated 20/12/2021 are read and confirmed.

Agenda 2. To discuss on 'Signing of MoUs' with different colleges

Resolution 2. Regarding the collaborative activities with other institutions, the IQAC is recommending to sign MoUs with different institutions which can be mentioned as follows:

- Nabadwip Vidyasagar College, Nadia, affiliated under Kalyani University
- Hiralal Memorial College for Women, Dakshineswar, affiliated under BU
- P N Das College, Palta, affiliated under WBSU
- Bongaon Dinabondhu College, affiliated under WBSU
- Gobardanga Hindu College, North 24 Parganas, affiliated under WBSU

Agenda 3. To increase the no. of seats in B.A.-General and P.G.-M.Com.-courses

Resolution 3. According to the demand of the students, the no. of seats in B.A.-General and PG (M.Com.) courses are required to be increased and the Principal is requested to do the needful.

Agenda 4. To prepare 'Holiday list' for 2022-23

Resolution 4. The 'Holiday List for 2022-23' prepared by the Academic Committee is presented here and recommended for approval by the competent authority.

Agenda 5. To discuss on the Environmental Audit, Energy Audit and Gender Audit

Resolution 5.

a) Regarding the process of Environmental Audit, Energy Audit for 2020-21 & 2021-22, the Principal is requested by the house to communicate with the organizations for sending their auditors to complete the audit process.

b) Regarding the Gender Audit, it is decided that the Women Cell will conduct this by inviting three external peers/auditors for the sessions from 2017-18 to 2021-22.

Agenda 6. Miscellaneous

As no other matter is discussed, the meeting ended with a vote of thanks to the chair.

Pulakesh Sen

(Signature)

Coordinator, IQAC

Sree Chaitanya Mahavidyalaya

Co-ordinator, IQAC

Sree Chaitanya Mahavidyalaya

Habra - Prafullanagar

North 24 Parganas, Pin- 743268

(Signature) 21.05.22

(Signature)

Principal

Sree Chaitanya Mahavidyalaya

Principal

Sree Chaitanya Mahavidyalaya

Habra, Prafullanagar

24 Parganas (N)



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North 24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

Date: 17th May, 2022

NOTICE

A meeting of the IQAC will be held on 21st May, 2022 in the Meeting Room of the College at 11:00 AM.

The agenda of the said meeting are as follows:

1. To read and confirm the proceedings of the previous meeting held on 28.03.2022.
2. To discuss over the matter regarding 'Provisional NAAC' process in the college.
3. To organize 'Add-on' / Certificate Courses at all the Departments in the coming session.
4. To discuss the functions of the 'Alumni Association' of the college.
5. To increase the no. of ICT-enabled classrooms.
6. To discuss over the initiatives taken regarding the 'MoUs' with different colleges.
7. To discuss over the present status of the a) Herbal Garden, b) Rain-water Harvesting, c) College Canteen, etc.
8. To discuss over 'Academic & Administrative Audit' in the college.
9. To discuss over the latest update on publishing the College Journal – 'The Impression'.
10. To discuss over the 'Admission Process' in the 1st Semester under the new scenario.
11. To consider the inclusion of external member and students' representative in the IQAC
12. To initiate an Awareness Programme in Local Schools for the prospects of different subjects in higher education
13. Miscellaneous

All the respected members are requested to be present in the meeting at the scheduled time.

Pulakesh Sen

(Dr. P.Sen)

Coordinator, IQAC

Sree Chaitanya Mahavidyalaya

Sree Chaitanya Mahavidyalaya

Habra - Prafullanagar

North 24 Parganas, Pin- 743268

(Signature)

(Dr. S. Chatterjee)

Principal

Sree Chaitanya Mahavidyalaya

Principal

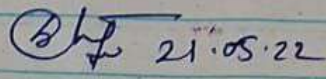
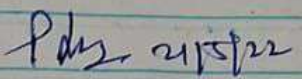
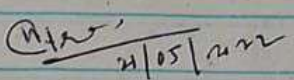
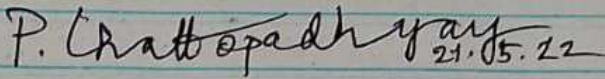
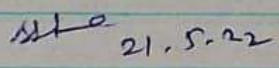
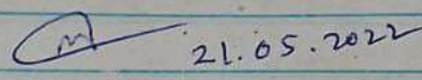
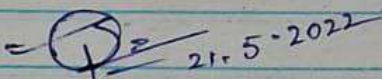
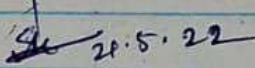
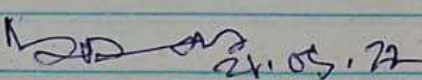
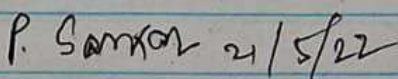
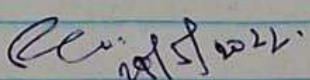
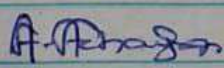
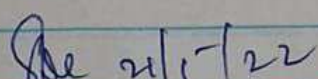
Sree Chaitanya Mahavidyalaya

Habra, Prafullanagar

24 Parganas (N)

Proceedings of the Meeting of IQAC, held on 21.05.2022
in the Meeting Room at 11:00 AM.

Members present - in the Meeting :

Sl. no.	Name of the Member	Signature
1.	Dr. Subrata Chatterjee	 21.05.22
2.	Dr. Pulakesh Sen	 21/5/22
3.	Dr. Piyali De Maitra	 21/05/22
4.	Dr. Prasenjit Chattopadhyay	 P. Chattopadhyay 21.05.22
5.	Dr. Surendu Saha	 21.5.22
6.	Dr. Sanjib Talukdar	 21.05.2022
7.	Dr. Sukeumar Pal	 21.5.2022
8.	Sri Shibamanda Haldar	 21.5.22
9.	Sri Bikash Das	 21.05.22
10.	Sri Probodh Sarkar	 P. Sarkar 21/5/22
11.	Mrs. Krishna Chakraborty	
12.	Sri Partha Chakraborty	 21/5/22
13.	Sri Ashoke Acharya	 A. Acharya
14.	Dr. Sharmila De	 21/5/22 Stamp box

Dr. Subrata Chatterjee, Principal, takes the chair.



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

Proceedings of the meeting of IQAC held on 21-05-2022 at the Meeting Room of the College at 11:00 AM.

Dr Subrata Chatterjee, Principal and Chairperson of the IQAC takes the chair.

The matters which are discussed and resolutions taken are as follows.

Agenda 1.

To read and confirm the proceedings of the previous meeting held on 28.03.2022

Resolution 1.

The decisions taken in the previous meeting held on 28.03.2022 are read and confirmed.

Agenda 2.

To discuss over the matter regarding 'Provisional NAAC' process in the college

Resolution 2.

Discussed over the matters regarding 'Provisional NAAC' accreditation of the college with the following suggestions:

- (i) Departmental Web-Portal may be designed and proper documentation must be done.
- (ii) A 'Students' Mentoring Group (Department-wise)' may be constructed for the students.
- (iii) 'Students' Satisfaction Survey' must be done semester-wise.

Agenda 3. To organize 'Add-on' / Certificate Courses at all the Departments in the coming session.

Resolution 3.

In continuation of the previous session, the Principal and all the departmental faculties are requested to take initiatives to organize several Add on / Certificate courses in the departments in the coming session 2022-23.

Agenda 4.

To discuss over the functions of the 'Alumni Association' of the college

Resolution 4.

Discussed over the functionalities of the 'Alumni Association' and at least 3-4 meetings must be held in a year. Presently, it is requested to the Alumni-Representative that a meeting can be called for tentatively on 26th June, 2022.

Agenda 5.

To increase the number of ICT-enabled classrooms in the college

Resolution 5.

Regarding the number of ICT-enabled classrooms in the college, it is discussed that at least 50% of the classrooms must be converted to ICT-enabled.



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North 24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

Agenda 6.

To discuss over the initiatives taken regarding the 'MOU' with different colleges

Resolution 6.

The IQAC recommends the renewal of the 'MOU' signed with Chandidas Mahavidyalaya, Birbhum as its tenure for two years will be completed in the next month and a new agreement (MoU) with Hiralal Majumdar Memorial College for Women, Dakshineswar, affiliated under WBSU.

Agenda 7.

To discuss over the present status of the a) Herbal Garden, b) Rain-water Harvesting, c) College Canteen

Resolution 7.

Discussed over the matters regarding the 'Green initiatives' taken by the college. The house unanimously recommended for proper maintenance of the 'Herbal Garden' and College Canteen. The 'Rainwater Harvesting System' must be rejuvenated at the earliest also.

Agenda 8.

To discuss over 'Academic & Administrative Audit' in the college

Resolution 8.

Members have unanimously suggested that the 'Academic & Administrative Audit' must be done at the earliest.

Agenda 9.

To discuss over the latest update on publishing the College Journal - 'The Impression'

Resolution 9.

Regarding the publication of the college journal 'The Impression', the respected members have suggested that it must be published regularly and be included in the WBSU-List of journals.

Agenda 10.

To discuss over the 'Admission Process' of the 1st Semester under the new scenario of central admission to be monitored by State Agency.

Resolution 10.

The college is already preparing itself for the 'Admission Process' for the forth-coming session. The house recommends the Admission committee to comply with the guidelines of the competent authority.

Agenda 11. To consider the inclusion of external member and students' representative in the IQAC

Resolution 11. The IQAC has unanimously decided to include one external member and one student representative in its members' list as per the guidelines of the NAAC in consultation with the GB.

Agenda 12. To initiate an Awareness Programme in Local Schools for the prospects of different subjects in higher education

Resolution 12.

Considering the falling demand ratio in different departments, the IQAC has suggested the respective faculty members and the Principal to initiate a Students' Awareness programme in the local higher secondary schools to make them aware about the opportunities in our institution.

Agenda 13.

Miscellaneous

Resolution 13.

Along with the above matters, the following suggestions are also given by the respected external members, such as,

(i) A Napkin-Vending machine must be installed at the earliest.

(ii) A few 'Projectors' have to be purchased for the Meeting Room, IQAC Room and the Principal Room, etc in near future.

The meeting ended with a vote of thanks.

Pulakesh Sen

Co-ordinator, IQAC

Sree Chaitanya Mahavidyalaya

Habra - Prafullanagar

North 24 Parganas, Pin- 743268

19.08.22

Principal

Sree Chaitanya Mahavidyalaya

Habra, Prafullanagar

24 Parganas (N)



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North 24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

15/08/2022

NOTICE

A meeting of the IQAC will be held on 19/08/2022 in the Meeting Room of the College at 12:00 at Noon.

The agenda of the said meeting are as follows:

1. To read and confirm the proceedings of the previous meeting held on 21.05.2022.
2. To appoint an 'Internal Auditor' for the internal audit purpose (2021-22 & 2022-23)
3. To discuss over the signing of MoUs with different other colleges
4. To discuss over the problems regarding 'waste/e-waste' managements
5. To place the plan of action and action taken report for the year 2021-22
6. To form an 'E-tender' committee as per the govt. order
7. Miscellaneous

All respected members are requested to be present in the meeting at the scheduled time.

Pulakesh San

(Signature)

Coordinator, IQAC

Sree Chaitanya Mahavidyalaya

Sree Chaitanya Mahavidyalaya

Habra - Prafullanagar

North 24 Parganas, Pin- 743268

[Signature]

(Signature)

Principal

Sree Chaitanya Mahavidyalaya

Principal

Sree Chaitanya Mahavidyalaya

Habra, Prafullanagar

24 Parganas (N)



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North 24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

A meeting of the IQAC of Sree Chaitanya Mahavidyalaya is held on 19/08/2022 in the Meeting Room of the college at 12:00 at Noon.

Members present:

- 1.
2. Pulakesh Sen
- 3.
4. Sukumar Pal
5. Shikha
- 6.
7. P. Chattopadhyay
- 8.
9. P. Sanyal
- 10.



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North 24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com



Proceedings of the meeting of IQAC held on 19-08-2022 at the Meeting Room at 12:00 Noon.

Dr. Subrata Chatterjee, Principal of the college takes the chair.

The matters which are discussed and resolutions taken are as follows.

Agenda 1.

To read and confirm the proceedings of the previous meeting held on 21.05.2022.

Resolution 1.

The decisions taken in the previous meeting, dated 21/05/2022 are read and confirmed.

Agenda 2.

To appoint an 'Internal Auditor' for the internal audit purpose (2021-22 & 2022-23)

Resolution 2.

As the DPI, WB has not proposed any Auditor's name for the General Audit (Finance) for 2021-22 and 2022-23, the Principal is requested to appoint local Auditor for pursuing the Internal Audit for these financial years.

Agenda 3.

To discuss over the signing of MoUs with different other colleges

Resolution 3.

The IQAC has decided to make an agreement (MoU) with 'New Alipore College, Kolkata, affiliated under CU for sharing academic activities, seminars, etc. The Principal is requested to make the necessary arrangements.

Agenda 4.

To discuss over the problems regarding 'waste/e-waste' management

Resolution 4.

Discussed on the problems of waste/e-waste management, and it is decided that the college authority will communicate with eligible agencies for the waste disposal.

Agenda 5.

To place the plan of action and action taken report for the year 2021-22

Resolution 5.

The plan of action and the action taken report is placed and accepted in the house.

Plan of action	Action Taken Report
To reconstitute the IQAC for next five years	The IQAC has been reconstituted with senior faculties and external members for next five years.
To Modify and form the different sub-committees	Different sub-committees have been formed and modified.
To form an 'Internal Complaints Committee (ICC)'	The ICC has been formed with senior faculties, female staff, govt. representative and external members.
To attend Seminar, Workshop, Training programme and other faculty development programmes throughout the year	Teachers have successfully attended Seminar, Workshop, Training programme and FDP throughout the year.
To organize different academic and extracurricular departments Webinars & Workshops and Day-observation programmes, Students' activity programs, etc.	IQAC in collaboration with different academic departments have organized 12 (Twelve) Webinars & Workshops and 15 (Fifteen) Day-observation programmes, Students' activity programs, etc through 'Online/Offline'.
To organize volunteers' Orientation programme, Health awareness camp, Health Check-up camp	The NSS unit of the college organized volunteers' Orientation programme, Health awareness camp, Health



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North 24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

To present research papers in Seminars and publish papers in several national/international Journals throughout the year	Faculty members have published 23 research papers in several national/international Journals throughout the year.
To collect, analyze and to prepare the Action Taken Report for the "Online Students' Feedback Report" in the academic session (2021-22)	The IQAC has collected, analyzed and the ATR has been uploaded in college-website for the "Online Students' Feedback Report" in the academic session (2021-22).
To organize career-oriented activities including development of Soft-skill, Communication skill and development of reasoning capability, etc.	The CDC (Career Development Cell) has run several programmes regarding these in this session under the guidance of the IQAC.
To motivate the teachers to take ICT-classes & use ICT tools in their academic activities	Teachers have taken several ICT-classes using ICT tools in their academic activities and the no. of classes taken in this mode have been steadily increasing.
To take active initiatives to process the career advancement scheme for the faculty members and service benefits for the non teaching staff	Three faculty members and four non-teaching staff members have got their promotions in this period.
To collaborate with other Institutions by signing 'MOUs' for academic exchange programme, organize socio-cultural programme, seminars/webinars throughout the year.	Under the supervision of IQAC, the college has signed seven 'MOUs' with different institutions for academic exchange, organize socio-cultural programme, seminars/webinars, etc. throughout the year.
To initiate and complete the Environmental Audit, Gender Audit, Energy Audit in this year	The Gender Audit for last five years, Environmental Audit for last two years are completed and the IQAC has initiated the process of Energy Audit.
To implement 'Provisional NAAC'- Assessment in the institution	The IQAC took the initiatives for the 'Provisional NAAC'- Assessment but later on it became optional. Therefore, the IQAC focused on the regular NAAC-assessment process for cycle-III.
To prepare the 'Holiday List' for 2022-23	The 'Holiday List for 2022-23' prepared by the Academic Committee is presented and approved by the college-authority.
To initiate the process of the University validation of the peer-reviewed college journal 'The Impression'	The process has been initiated for the college-journal 'The Impression' for the validation by the University

Agenda 6.

To form an 'E-tender' committee as per the govt. order

Resolution 6.

As per the Govt. order, the Principal is requested to form an "E-Tender Committee" for the tender-process henceforth.

Agenda 7. Miscellaneous

The Alumni Association organized a meeting on 30/10/2022 at 7PM through online mode. The Principal has requested the Secretary to organize some activities in the campus.

As no other matter is discussed, the meeting ended with a vote of thanks.

Pulakesh Sin
(Signature)

Coordinator, IQAC

Co-ordinator, IQAC

Sree Chaitanya Mahavidyalaya

Habra - Prafullanagar

North 24 Parganas, Pin- 743268

B. J. 24.12.22

(Signature)

Principal, Sree Chaitanya Mahavidyalaya

Principal

Sree Chaitanya Mahavidyalaya

Habra, Prafullanagar

24 Parganas (N)



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North 24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

NOTICE

Date: 20/12/2022

A meeting of the IQAC will be held on 24/12/2022 in the Meeting Room of the College at 12:30 PM

The agenda of the said meeting are as follows:

1. To read and confirm the proceedings of the previous meeting held on 19.08.2022.
2. To take initiatives to reopen the NCC unit and the 2nd unit of NSS
3. Regarding the Renovation & Re-use of the Boys & Girls Hostels
4. To submit proposals (DPR) to the state govt. for the grant regarding computers, books, lab-equipments, etc.
5. To discuss over 'Institutional & Individual publications' (WBSU-approval)
6. To introduce 'Online Grievance Portal', '360-Degree Teachers' Appraisal System' for the students
7. To sign MoUs with different colleges
8. Miscellaneous

All the respected members are requested to be present in the meeting at the scheduled time.

Pulakesh Sen
(Signature)

Coordinator, IQAC

Sree Chaitanya Mahavidyalaya

Co-ordinator, IQAC

Sree Chaitanya Mahavidyalaya

Habra - Prafullanagar

North 24 Parganas, Pin- 743268

[Handwritten Signature]

(Signature)

Principal

Sree Chaitanya Mahavidyalaya

Principal

Sree Chaitanya Mahavidyalaya

Habra, Prafullanagar

24 Parganas (N)



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

A meeting of the IQAC of Sree Chaitanya Mahavidyalaya held on 24/12/2022 in the Meeting Room of the College at 12:30 PM.

Members present:

- 1.
2. Pulakuntam
3. Sukumar Pal
- 4.
5. Shikha
- 6.
- 7.
- 8.
9. J. Sarkar
- 10.



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

Proceedings of the meeting of IQAC held on 24-12-2022 at the Meeting Room at 12:30 PM.

Dr. Subrata Chatterjee, Principal of the college takes the chair.

The matters that are discussed and resolutions taken are as follows.

Agenda 1. To read and confirm the proceedings of the previous meeting held on 19.08.2022.

Resolution 1.

The decisions taken in the previous meeting, dated 19/08/2022 are read and confirmed.

Agenda 2. To take initiatives to reopen the NCC unit and the 2nd unit of NSS

Resolution 2.

Considering the demand of the students, the Principal is requested to take initiatives to open the 2nd unit of NSS and a unit of the NCC in the college.

Agenda 3. Renovation of the Boys & Girls Hostels

Resolution 3.

The house made a threadbare discussion regarding boarding in the Boys & Girls Hostel in the college premises. Since last 4-5 years, even after repeated notifications, no applications are received from the students for hostel habitats. Hence the Principal is requested to discuss the matter in the GB regarding re-use of the buildings for academic purposes after some renovations in view of optimal utilization.

Agenda 4.

To submit proposals (DPR) to the state govt. for the grant regarding computers, books, lab-equipments, etc.

Resolution 4.

The Principal is requested to submit proposals (DPR) to the state govt. for the grant regarding computers, books, lab-equipments, etc.

Agenda 5. To discuss over 'Institutional & Individual publications' (WBSU-approval)

Resolution 5.

The college publish an Annual Journal, entitled, 'The Impression' which requires the affiliating University approval for its acceptance in the UGC-level. The Principal has given consent to see the matter in consultation with the GB.

Agenda 6.

To introduce 'Online Grievance Portal', '360-Degree Teachers' Appraisal System' for the students

Resolution 6.

The IQAC unanimously congratulates the college authority for taking initiatives by introducing 'Online Grievance Portal', '360-Degree Teachers' Appraisal System' for the students to collect their grievances and feedback throughout the session.



Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North24 Parganas, PIN -743468

Website: www.sreechaitanyamahavidyalaya.ac.in Email ID: srchma@gmail.com

Agenda 7. To sign MoUs with different colleges

Resolution 7.

The IQAC has decided to make an agreement (MoU) with 'Raidighi College and K. K. Das College, both affiliated under CU for sharing academic activities, seminars, etc. The Principal is requested to make the necessary arrangements.

Agenda 8. Miscellaneous

As no other matter is discussed, the meeting ended with a vote of thanks to the chair.

Pulakesh Sin

(Signature)

Coordinator, IQAC

Sree Chaitanya Mahavidyalaya

Co-ordinator, IQAC

Sree Chaitanya Mahavidyalaya

Habra - Prafullanagar

North 24 Parganas, Pin- 743268

BY 29.03.23

(Signature)

Principal

Sree Chaitanya Mahavidyalaya

Principal

Sree Chaitanya Mahavidyalaya

Habra, Prafullanagar

24 Parganas (N)