



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 Quality Assurance Cell (IQAC) will be held on Wednesday 26.07.2017 at the IQAC room.

All concerned are requested to be present in time.

Agenda:

1. To prepare the college according to latest NAAC guideline.
2. Preparation of AQAR of 2016-17
3. To arrange Academic and Administrative Audit of the college.
4. Misc.

Sudeshna Chatterjee
13/7/17

Urmila Ukil
13.7.17

Dr. Sudeshna Chatterjee
Coordinator, IQAC

IQAC
Coordinator
Sarojini Naidu College for Women

Dr. Urmila Ukil
Principal

Principal
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Minutes of the IQAC Meeting Held on 26.07. 2017 **at 2.00 pm.**

Members Present:

1. Dr. Urmila Ukil (Principal)
2. Dr, Minakshi Roy (External Member)
3. Dr. Sudeshna Chatterjee (Coordinator)
4. Sm Gitanjali Mukhopadhyay
5. Dr. Shampa Mondal
6. Sm. Jayita Banerjee
7. Dr. Nandini Chakraborty
8. Dr. Santwana Chakrabarti
9. Dr. Sonali Saha
10. Dr. Sankha subhra Nag
11. Dr. Sukanya Sarkar
12. Dr. Jaydeep Rishi
13. Sm. Rejina Kabir
14. Sm. Evelyn Kaur



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Minutes:

1. IQAC recommends for Screens to be used for projection in large classrooms.
2. College Management System to be upgraded.
3. Academic Audit to be consisted of three parts:
 - (i) Students' Performance (ii) Teacher Quality (iii) College Overall performance
1. Mr. Subhamay Bhattacharya, PTT of Zoology Dept. should be awarded research grant from the college fund set aside as seed money for research, for pursuing Ph.D.
2. Administrative Audit to be conducted.
3. Health Awareness Program to be conducted among all stake holders and cleaning of the college premises to be conducted through NSS.
4. Self Appraisal Report of Rejina Kabir and Latika De have been checked and forwarded to the Governing Body for further action.



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ACTION TAKEN REPORT

- Academic Audit has been done internally by senior teachers of other departments.
- A Health Awareness Camp has been organized by IQAC, SNCW Health and NSS.
- Two smart class rooms have been created in the departments of Physics and English.
- The Governing Body has approved CAS applications of Rejina Kabir and Latika De.



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NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on Wednesday 09.01.2018 at the IQAC room.

All concerned are requested to be present in time.

Agenda:

1. NAAC sponsored National level Seminar
2. CAS of some teachers
3. Green Audit
4. Misc.

Sudeshna Chatterjee
3/1/18

Dr. Sudeshna Chatterjee
Coordinator, IQAC

IQAC
Coordinator
Sarojini Naidu College for Women

Urmila Ukil

Dr. Urmila Ukil
Principal

Principal
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Date :

Minutes of the IQAC Meeting Held on 09.01.2018 at 2.00 pm.

Members Present:

1. Dr. Urmila Ukil (Principal)
2. Dr, Minakshi Roy (External Member)
3. Dr. Sudeshna Chatterjee (Coordinator)
4. Dr. Shampa Mondal
6. Sm. Jayita Banerjee
7. Dr. Nandini Chakraborty
8. Dr. Santwana Chakrabarti
9. Dr. Sonali Saha
10. Dr. Sankha subhra Nag
11. Dr. Sukanya Sarkar
12. Dr. Jaydeep Rishi
13. Sm. Bulu Chakladar



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Minutes:

1. NAAC has sponsored a national level seminar titled "Challenges of Contemporization of Education in HEIs of India". Dr. B.S. Madhukar, Adviser, NAAC has kindly consented to deliver the keynote address.
2. Self Appraisal reports of Soma Aditya and Manisha Pal have been checked and recommended for processing through Governing Body for stage III to Stage IV (Associate Professor).
3. Green Audit to be done by registered environmental auditors.
4. SAR of Chaitali Biswas and Tapati Jana also have been checked and forwarded to the Governing Body for further action.
5. All teaching and Non-Teaching Staff are requested to register for the upcoming national seminar.

ACTION TAKEN REPORT

1. NAAC sponsored National level has been successfully organized. More than 100 participants have registered.
2. CAS of Soma Aditya Bandyopadhyay, Manisha Pal, Chaitali Biswas and Tapati Jana have been forwarded by the Governing Body.
3. Progyan Foundation for Research and Innovation has taken up the responsibility for Green Audit.