



## Internal Quality Assurance Cell (IQAC)

*Chandidas Mahavidyalaya, Khujutipara, Brbhum*

[meet.google.com/voa-uzhs-hde](https://meet.google.com/voa-uzhs-hde)

Date- 02.07.2020

Time- 7 PM - 8 PM

### Agenda

- 1) Ratification of previous resolution
- 2) Plan for the session-2020-2021
- 3) Counseling the students
- 4) Miscellaneous

Virtual meeting is held under the chairmanship of Dr. sk. Ataura Rahaman. Dr. Rahaman, Principal of the college, welcomes the members in this meeting. He thanks the honourable members for being present here.

Dr. Subhas Singha Roy is requested to read the previous resolutions and all other members are requested to comment upon it.

There is no such amendment, the resolutions of the previous meeting are accepted unanimously. After deliberation following resolutions of this meeting are adopted:

- 2) Plan for the session-2020-2021:
  - a) Online Teaching Learning in neo-normal
  - b) Motivating the students
  - c) Reorientation of the teachers in this methods
  - d) Webinar organization

Amidst the lockdown throughout India, the teaching-learning like sectors got a severe jolt. Academia and the student community became perplexed. All activities were stopped. It was an existential crisis. IQAC resolves, hence, to get the faculty members habituated with the neo-normal situation.

Digital platforms should be used extensively. For this, necessary preparations are needed like email collections, whatsapp group formation, e-materials sharing through Google classrooms, whatsapp and other media etc.

Members extend thanks to the Principal for introducing college apps for multi-purpose uses.

Faculty members need to be prepared for this digital presentation and they should be trained in these methods.

It is resolved that webinars and online workshops be organized from time to time.

### 3) Counseling the students

Students must be counseled. Mentors should take initiatives to interact with the students for the betterment of their physical and mental health.

Counseling is the best medicine in this unprecedented circumstance.

Resolved that discussions by the experts on this topic be organized.

All possible help to be extended to the students.

### Miscellaneous

Resolved that continuous communication with the students and other colleagues are required.

Meeting ends with the best wishes to all concerned.

### Members present

- |                                |                                  |
|--------------------------------|----------------------------------|
| 1) Dr. Sk. Aatur Rahaman       | (Principal)                      |
| 2) Dr. Subhas Singha Roy       | (Coordinator)                    |
| 3) Dr. Sudip Narayan Maitra    | (Teacher Representative)         |
| 4) Prof. Mousumi Roy Choudhury | (Do)                             |
| 5) Prof. Abhinanda Chakrabarty | (Do)                             |
| 6) Dr. Kaustuv Mukherjee       | (Do)                             |
| 7) Md.Alamgir Khan             | (Do)                             |
| 8) Mr. Janardan Das            | (Representative- Administration) |



Internal Quality Assurance Cell (IQAC)

*Chandidas Mahavidyalaya, Khujutipara, Brbhum*

Date- 09.09.2020

Time- 8 PM - 9 PM

[meet.google.com/uep-vtsd-kyx](https://meet.google.com/uep-vtsd-kyx)

### **Agenda**

- 1) Ratification of last resolutions
- 2) Corona Pandemic and new session
- 3) Online teaching-learning
- 4) Miscellaneous

Meeting starts under the chairmanship of Dr. Sk. Aaur Rahaman. Dr. Rahaman enquires about the health conditions of all the colleagues.

Dr. Subhas Singha Roy, Coordinator IQAC, expects that all the members are healthy physically and psychologically.

1) He then reads out the previous resolutions and requests the members to ratify the same. Unanimously the resolutions of the previous meeting are ratified.

- 2) The Corona pandemic has a devastating effect on the whole student community and academia. In this context, keeping physical and mental well-being appears to be the top priority.

Yet it is the duty of the teachers to counsel the students and to bring them into online classes.

Resolved that students email IDs to be collected as much as possible to include them into the online teaching-learning procedures.

Mentors will be asked to keep constant in touch with the students.

- 3) All the faculty members will be re-oriented in this methodology. Some of the teachers facing the issue of using the digital platform will be trained.

Resolved that a workshop on using Google Meet and other extension platforms will be organized.

- 4) The problems of rural college students are manifold. Majority of the students come from agricultural background and from lower-middle class families. Bearing the cost of Android phone and maintenance of recurring expenditure is a major issue.

Resolved that the faculty members if they come forward to assist the needy students financially, then problem can somehow be managed.

Principal is requested to take the issue to the Staff Council.

As usual the Ice-breaking session will be organized to acquaint the students about the academic curriculum.

Parent-teacher meeting to be organized.

Webinar/workshop to be organized.

Class schedule to be followed. If any change, prior intimation to the students to be done.

E-resources through digital platforms and college Apps be supplied.

Mentor-mentee classes to be organized on a regular basis.

Department of Political Science is congratulated for a successful completion National Level Webinar for the first time in West Bengal in collaboration with Malda College.

As no other issue to discuss, the meeting ends with thanks to the chair.

### **Members present**

- |                                 |                                  |
|---------------------------------|----------------------------------|
| 9) Dr. Sk. Aaur Rahaman         | (Principal)                      |
| 10) Dr. Subhas Singha Roy       | (Coordinator)                    |
| 11) Dr. Sudip Narayan Maitra    | (Teacher Representative)         |
| 12) Prof. Mousumi Roy Choudhury | (Do)                             |
| 13) Prof. Abhinanda Chakrabarty | (Do)                             |
| 14) Dr. Kaustuv Mukherjee       | (Do)                             |
| 15) Md.Alamgir Khan             | (Do)                             |
| 16) Mr. Janardan Das            | (Representative- Administration) |



## Internal Quality Assurance Cell (IQAC)

*Chandidas Mahavidyalaya, Khujutipara, Brbhum*

[meet.google.com/qvw-snom-yfk](https://meet.google.com/qvw-snom-yfk)

**Date- 25.11.2020**

**Time 6.30 pm-7.30 pm**

### **Agenda**

- 1) Ratification of last resolutions
- 2) Action taken / Follow-up
- 3) Misc.

Meeting starts with the Principal Dr. Sk Ataur Rahaman on chair.

Dr. Rahaman expresses thanks to the members for remaining present in the meeting.

In this trying situation, all should be very careful about them. Maintaining covid protocol is the only way to combat the situation.

Dr. Subhas Singha Roy reads out the resolutions and asks the members to ratify the resolutions. Members ratify the same without any amendment.

Ice Breaking Session was done on 18.11.2020 from 6.30 pm in the Google Meet from. All the newly admitted students were asked to introduce themselves. Principal, Coordinator IQAC, Librarian, HoDs and the administrative staff addressed the students.

Dr. Rahaman expressed happiness that they chose the institution.

HoDs discussed the curriculum and the lay out of the course.

Coordinator, IQAC mentioned the institutional rules and regulations; while the librarian presented the facilities of the library.

Students were satisfied with the discussion. HoDs were asked to create and maintain Whatsapp group separately and relevant documents and information would be shared here.

3) Resolved that parent-teacher meeting should be organized.

Regarding financial help Dr. Rahaman reports that the staffs are already approached and affirmative response has been received.

Most of the departments created different groups to reach the students. Some of them started using other digital platforms.

Teachers' representatives express satisfaction till today about the development of online teaching-learning.

Periodical tests should be taken.

Online programmes like webinar, students' webinar, quiz competition, and other activities should be organized.

Dr. Rahaman exudes confidence that together we will carry out the task of teaching-learning in this pandemic situation.

Dr. Maitra wishes all the best to the members.

Meeting ends with thanks to the chair.

### **Members present**

- |                                |                                  |
|--------------------------------|----------------------------------|
| 1) Dr. Sk. Ataur Rahaman       | (Principal)                      |
| 2) Dr. Subhas Singha Roy       | (Coordinator)                    |
| 3) Prof. Mousumi Roy Choudhury | (Teacher Representative)         |
| 4) Dr. Sudip Narayan Maitra    | (Do)                             |
| 5) Prof. Abhinanda Chakrabarty | (Do)                             |
| 6) Dr. Kaustuv Mukherjee       | (Do)                             |
| 7) Md. Alamgir Khan            | (Do)                             |
| 8) Mr. Janardan Das            | (Representative- Administration) |



## Internal Quality Assurance Cell (IQAC)

*Chandidas Mahavidyalaya, Khujutipara, Brbhum*

**Date: 01.06.2021**

**Time-7 pm onwards**

[meet.google.com/soo-vyhc-icv](https://meet.google.com/soo-vyhc-icv)

### **Agenda**

- 1) Ratification of Previous resolution
- 2) Follow up measures
- 3) Review of results
- 4) Misc.

Meeting starts under the chairmanship of Dr. Sk. Ataur Rahaman. Some of our colleagues were down with Covid-19. Thankfully they recovered from the illness.

Dr. Rahaman expresses hope that his colleagues are safe.

He reports to the cell members that online teaching-learning is running as per expectation except for a few aberrations. His observation is quite encouraging for all of us.

Faculty after initial hesitation started classes and shared e-materials.

Departments organized webinars, students discussion, Re-union programmes, Parent Teacher meetings.

Online tests also done.

Mentor-mentee classes were given priority. It is noticed that they are being conducted to motivate the students.

Resolved that the workshops will be organized to boost up the morale of the staff and students.

Resolved that important days will also observed online.

It is reported that NSS will observe International Yoga Day on 21st June, 2021.

Other important events will be organized. Respective departments will be intimated to do the same.

Members expressed satisfaction that students did fare better in the examination despite tremendous crisis.

Dr Rahaman asks the members to continue the practice resolved in several meetings like Parent-teacher meeting, project work, students webinar, special lecture, class tests etc.

Meeting ends with the thanks to the chair.

### **Members present**

- |                             |                                 |
|-----------------------------|---------------------------------|
| 1) Dr. Sk. Ataur Rahaman    | 5) Prof. Mousumi Roy Chowdhury  |
| 2) Dr. Subhas Singha Roy    | 6) Md. Alamgir Khan             |
| 3) Dr. Sudip Narayan Maitra | 7) Mr. Janardan Das             |
| 4) Abhinanda Chakrabarty    | 8) Dr. Sayan Banerjee (invited) |
| 9) Dr. Kaustuv Mukherjee    |                                 |