

**Durgapur Women's College**  
**Durgapur -713209**

**Internal Quality Assurance Cell**

**Resolutions of the IQAC meeting held on 08.12.2021**

A meeting of IQAC was held on 08.12.2021 to discuss the issues related to submission of AQAR for the sessions 2018-19, 2019-20 & 2020-21.

The members present are:

1. Dr. D. Sen (IQAC Coordinator)
2. Dr. D. Gupta (member, IQAC)
3. Dr. S. Sen (member, IQAC)
4. Dr. A. K. Kole (member, IQAC)
5. Prof. S. Karmakar (member, IQAC)
6. Prof. C. Das (member, IQAC)
7. Dr. P. Shukla (member, IQAC)
8. Mr. Surya Sarkar (SACT)
9. Dr. Ramansu Goswami (SACT)
10. Dr. Lily Pal (SACT)
11. Smt. Arijita Banerjee (SACT)
12. Smt. Arundhuti Sen (SACT)
13. Smt. Debaparna Banerjee (SACT)

The resolutions are as follows:

1. For timely submission of AQARs the department should submit their data positively by 14.12.2021. Soft copies are to be submitted to the mail id of the IQAC and the hard copies for three sessions have to be submitted to Prof. Sangeeta Karmar within 30.12.2021.
2. The Criterion wise files, for three different sessions, are to be compiled and uploaded in three different computers kept for AQAR preparation.
3. The Librarian is requested to complete and submit library related data as early as possible. The Librarian agreed and informed that within a few days it would be made available to the IQAC.

4. It is decided that the prescribed format for preparation of AQAR for the session 2020-21 would be checked by Dr. A. K. Kole, and then it would be circulated to all the departments.
5. For supervision of data collection and submission to IQAC from various departments SACTs are requested for extending their full cooperation.
6. As some computers are not working it is needed to be immediately repaired and updated for the preparation of AQAR. Urgent action in this regard is requested to the coordinator. It is reported that one particular computer in the office can be shared with the faculty members right now.
7. Regarding feedback, it is observed that already the IQAC has taken the feedback of students for one session and the feedback from the Alumni has also been taken. For Feedback of the students for other sessions it is decided to introduce Google form for timely submission of feedback.
8. It is reported that the representatives from Alumni, Student and Industry could not be inducted in the IQAC for last two sessions.

The coordinator expresses thanks to all the faculty members present in the meeting.

  
The Principal & the Chairperson, IQAC

**Principal**  
Durgapur Women's College

  
The Coordinator, IQAC

**Co-ordinator**  
**IQAC**  
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