

Action Taken Report (2021—22)

Sl. No.	Date of Meeting	Resolutions	Action Taken
1	10.09.2021	<p>*Teachers are to continue the online teaching-learning process and CE or Internal Assessments are to be done within the stipulated time</p> <p>*College will conduct a vaccination campaign within its campus as per Govt. guidelines to fight Covid-19</p>	<p>Teachers have continued the online teaching-learning process and conducted CE or Internal Assessments within the stipulated time</p> <p>* A vaccination camp has been organised in the College campus in collaboration with Sub Divisional Hospital, Durgapur on 09.10.2021</p>
2	03.12.2021	<p>*AQAR for 2018-19, 19-20, 2020-2021 needs to be submitted involving all the FTTs and SACTs</p> <p>* CAS-awaited teachers were requested to submit their files for scrutiny at the earliest</p>	<p>AQAR for 2018-19, 19-20, 2020-2021 were submitted within time involving all the FTTs and SACTs</p> <p>*IQAC scrutinised the submitted files conducted screening meetings and sent them for approval to the Department of Higher Education, Govt. of West Bengal as per norms for necessary action</p>
3	7.12.2021	<p>IQAC formed sub-committees among FTTs and SACTs to expedite the submission of AQAR</p>	<p>AQAR for 2018-19, 19-20, 2020-2021 were submitted within time</p>
4	8.12.2021	<p>Student-feedback is to be collected via Google Form maintaining anonymity of the students for AQAR 2018-19 and 2019-20</p>	<p>Student-feedback was collected via Google Form and analysed maintaining anonymity of the students</p>
5	15.12.2021	<p>Student-feedback is to be collected via Google Form maintaining anonymity of the student for AQAR 2020-21 and the feedback will be analysed</p>	<p>Student-feedback was collected via Google Form and analysed maintaining anonymity of the students. The reports were uploaded on the college website.</p>
6	20.01.2022	<p>The updated AQAR 2021-22 Data Template provided on the NAAC website is to be followed and the data is to be collected from all the</p>	<p>The IQAC circulated the updated data template among all staff members and data was collected</p>

		departments as per the template	from all the departments for AQARs as per the template
7	22.01.2022	<p>*Online faculty feedback on curriculum is to be collected from all teachers via Google Form</p> <p>*Geo-tagged Photographs of special events and achievements are to be collected and uploaded on the website</p>	<p>*Online Feedback on curriculum was taken from all the teachers of the college via Google Form.</p> <p>* Geo-tagged photographs were collected as proofs of events and achievements of the college and uploaded on the college website</p>
8	15.03.2022	<p>*The IQAC and the Alumni of the college association should collaborate for co-curricular and extracurricular activities</p> <p>*Orientation workshops are to be conducted by the IQAC for the new students in the next session</p>	<p>In collaboration with the Alumni association of the college, the IQAC organised cultural programmes, competitions and blood-donation camps</p> <p>Curriculum and syllabus were distributed to the students through online mode.</p>
9	13.05.2021	<p>*A workshop will be conducted by the IQAC with all the teachers of the college to equip them for the assessment of the 2nd cycle of NAAC Accreditation</p>	<p>A workshop was organised by the IQAC with all the teachers of the college to equip them for the assessment of the 2nd cycle of NAAC Accreditation on 17.05.2022</p>
10	10.06.2022	<p>The college website is to be updated and latest faculty data are to be kept while the old data is to be archived</p>	<p>The college website was updated and all the teachers shared their achievements and special activities with IQAC with relevant proofs in order to update the website accordingly in future</p>
11	24.06.2022	<p>*Alumni Association of the college should expedite the member registration process with the help of the IQAC</p> <p>* Awareness on NEP 2020 is to be</p>	<p>*Alumni Association initiated the online registration process with the help of the IQAC to expedite the same</p>

		initiated	* The IQAC circulated relevant documents for attending webinars on NEP-2020 among the faculty members of the college and also encouraged them to grow awareness regarding the same by attending workshops and training programmes
--	--	-----------	---