

**Proceedings of IQAC Meeting along with Academic Sub Committee
At Darwin Hall, Dept. of Zoology
30th March 2021 at 12 p.m.**

Members present:


Dr. Indranil Kar (Principal)
Dr. Suchandra Chatterjee
Dr. Tushar Kanti Saha
Dr. Kausik Lahiri
Dr. Nilansu Das
Sri Tanmoy Mukhopadhyay
Dr. Achintya Biswas
Prof. Gautam Sinha
Dr. Asis Basu
Dr. Barnali Ray Basu
Mr. Kousik Ghosh
All the HODs

Proceedings

The principal presided over the meeting. Minutes of previous meeting were confirmed. The meeting was called by the IQAC Coordinator and the convenors of academic subcommittee. It was mainly aimed at the progress of online classes and also the preparedness of ensuing NAAC.

- Academic Calendar and Central routine to be prepared by the respective committees
- It was decided the previous semester routine would be minimally disturbed with insertion of even semesters in the place of odd semesters
- All the departments were asked to submit their last semester online class taking reports to IQAC via mail
- Status of the AQAR was reviewed and the members were requested to speed up the process
- Status of Academic and Administrative Audits were also asked for
- Status of Financial Audits were also reviewed
- All the HODs also expressed their concern and eagerness to start their preparation for NAAC
- Coordinator IQAC assured all provide a to do list to all
- It was decided that the feedback from Semester 6 students would be taken shortly
- After taking feedback they should be analyzed by the IQAC members and departmental responses to be sent to the respective departments for appropriate action maintaining confidentiality
- All the HODs were requested to tell their colleagues to submit one copy of their publication in book/book chapters to the members of book collection committee

The meeting ended with Principal expressing satisfaction at the performance of the teachers in terms of taking online classes and uploading study materials amidst lockdown and his thanksgiving note.


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