

# S.R.FATEPURIA COLLEGE

(NAAC ACCREDITED)

P.O. BELDANGA, DIST. MURSHIDABAD

PIN-742133

Ref. No. SRFC/ 2020

Date: 05/07/2020

## Resolution of the IQAC Meeting held on 05.07.2020

Following resolutions were adopted at the meeting-

1. Resolved that the Academic Calendar for 2020-21 be prepared by the Academic Calendar Preparation Sub-committee taking into account the ongoing covid-19 lockdown. As this lockdown was hampering normal offline academic and administrative activities, emphasis be given on online classes by following any of the available reasonably practicable mode of teaching. Examination and other activities be performed as per direction from the affiliated University and the Department of Higher Education, Govt. of West Bengal.
2. Resolved that the Routine for 2<sup>nd</sup> and 4<sup>th</sup> Sem online classes be prepared by the respective departments and to be communicated to the students via Whatsapp Group created for the purpose.
3. Resolved that initiative be taken to conduct various state, National and International Webinar in collaboration with various departments which were helpful to both our students and participating faculties. It is also resolved that arrangement be made so that YouTube recorded version available for future reference.
4. Resolved that study materials, class notes etc. be provided to the students via whatsapp group. Students be shared links of various open access database through the library of the college.

Misc.

1. Resolved that webinar be conducted on the mental health issues arising as a result of lockdown.
2. Resolved that various days be observed by our students, especially our NSS students via online.

The meeting ended with the vote of thanks to the chair.

  
Dr. Sujata Mukhopadhyay

Teacher-in-charge

& Chairperson of the IQAC

Teacher-in-charge  
S R Fatepuna College  
Beldanga Murshidabad

# S. R. Fatepuria College

*(NAAC Accredited)*

P/O Beldanga, Dist.- Murshidabad

Pin- 742133

Ref. No. SRFC/

Date: 28/09/2021

## Resolution of the IQAC meeting held on 28/09/2021

The following resolutions were adopted in the meeting:

1. Thorough discussion was made by the members present of IQAC on the over all aspects of the College for the academic year 2021-22. It was decided in the meeting that the classes for the 1<sup>st</sup> Semester will start from 1<sup>st</sup> October 2021. All the departments were requested to conduct an introduction programme and create departmental WhatsApp group respectively.
2. The house discussed on the planning of curriculum for the academic year 2021-22 based on the curriculum of the University of Kalyani. All the departments were requested to complete the syllabus within the stipulated time frame. The Routine Committee was requested to prepare provisional routine before the commencement of the classes.
3. It has been decided in the meeting that the AQAR report for the academic year 2019-20 be prepared and submit within the month of December 2021. For the purpose of fast track and efficient work it has been decided to distribute the task of AQRA among the teachers and form up the teams for the purpose.
4. It has been decided that regular meeting of IQAC will be conducted on the monthly basis and regular interactions with the departments will be made on weekly basis in the following manner –
  - 1<sup>st</sup> week Language
  - 2<sup>nd</sup> week Humanities and Education
  - 3<sup>rd</sup> week Science
  - 4<sup>th</sup> week IQAC

5. The observations of the previously visited NAAC team has been discussed and the decision was taken on the preparation for the 2<sup>nd</sup> cycle of NAAC accreditation.
6. In the meeting it has been decided to - purchase/compile compendium, NAAC Day(weekly) 2<sup>nd</sup> half IQAC, prepare college diary to record all the events like celebrations, excursion, field visit, seminar etc.
7. The respective departments are responsible for the timely completion of the syllabus, maintain attendance registers, result files (internal and external), meeting text books, success stories and annual report.
8. Organize extra-curricular activities like Dream Club, Blood Donation Camp, Photography Club, Trekking, Gardening, Yoga training, Cine Club, inter college Football/Kabaddi Tournament, Badminton/Carrom Competition and classical music (instrumental/vocal).
9. Under Co-curricular Activities the teachers have been advised to attain/present seminars, to do publications, participate in STC, FIP, RC, etc., wall magazine departmental, print college magazines, Kavi-Sammelan/ Cultural Competition, Essay Competition and provide study materials in MOOCs/SWAYAM.
10. In the case of Library discussion was made on the New Arrivals, more books to be purchased, Reading Room Space, Digitalization of Library, Rare Books, news paper section, Xerox facilities, competitive exam preparation, N-list and Question Paper Bank. S
11. To set up the smart class room opinion of the experts to be taken and under Placement Section issues like Migration Certificate, PVR and Alumni Association to be addressed.
12. The College Level Research Committee to be set up to look into the matters like forming of Anti Plagiarism, Formulation of policy regarding research work, Felicitation of Best Research Award to Teachers, SWAYAM, Publication of Research Journals(inter-college) and PTAC.
13. Under Health and Environment section Ramp to be built, wheel chair and other equipment for Physically Challenged, Sick room stretcher, Medical Unit/Dispensary/Health Check-up, Sanitary Vending Machine, Baby feeding Corner, Health Awareness Camp, LED, SHH, Herbal Garden and Flower Garden to set up.

14. Under Establishment Section Service Book Updating, E-Pension, CAS/Pay Fixation/Increments/GPF, Cooperative, Identity Card and Audit Report Section to be established.

15. For the purpose of student support following measures are to be taken-

Free Studentship, Aid Fund, Scholarship, SCC, More water Booths, toilets (Male and Female), Cycle/Bike Stand/Placement Cell, Gymnasium, Sports Equipment, Yoga and Meditation, Fire Brigade NOC and Fire Extinguisher.

16. The students' progression is to be measured on the following basis-

Daily attendance, maximum book transactions, maximum duration in the reading room, performance in the last university exam, Yoga training Centre and Register for upward transfer.

17. Academic and Administrative Audit (AAA) would be conducted every year and AAA of the previous year should be completed immediately. Green, Energy and Environmental Audits and Gender Audit should also be conducted from authorised agency.

18. Faculty Exchange Programme and Student Exchange programme would be conducted as early as possible.

19. **Gender Equity** and **To bestow safe and secure campus** would be treated as two best practices for throughout the session.

20. The different existing sub-committees and cells would be reconstructed if necessary.

a. Yoga and Meditation Committee

b. CAS processing cell

*Milam Mandal*  
Coordinator 28.09.21  
**IQAC**  
S. R. Fatepuria College  
Beldanga \* Murshidabad

*D*  
28/9/2021  
Principal  
**S.R. Fatepuria College**  
P.O.-Beldanga, Dt.-Murshidabad

# S.R.FATEPURIA COLLEGE

P.O. BELDANGA, DIST. MURSHIDABAD

PIN-742133

Ref. No. SRFC/

Date: 15<sup>th</sup> December 2021

Resolution of the IQAC Meeting held on 15<sup>th</sup> December 2021

Following resolutions were adopted at the meeting-

- 1) It has been decided that a review of midyear academic activities will be conducted. As we are going through the Covid-19 phase which has disrupted the offline classes, the house has decided to look into this matter positively. Proper steps will be taken so that students can get benefits during this phase. It has also been decided to take extra classes to compensate the loss inflicted on the students.
- 2) Resolved that utmost emphasis will be given to include the names of interested substantive faculty members in the West Bengal Health Scheme (WBHS). It has been noticed that the process for inclusion in WBHS portal has been delayed due to the several reasons. Hence it has been decided that within the next month all entries in the WBHS portal have to be completed so that interested faculty members can avail its benefits as early as possible.

- 3) Resolved that each and every department needs to conduct its monthly departmental meeting. It will help departments to find out the lacunae in the existing teaching process.
- 4) Resolved that in the formation of master routine proper attention needs to be given to ensure that proper allotment of classes can be implemented.
- 5) Resolve that faculty members of this college have to attend minimum two seminars or webinars or workshops with paper presentation. It will help to increase the outreach of the college.
- 6) Resolved that newly formed Alumni Association will be extended adequate support to bring more passed out students within its fold.
- 7) Resolved that some classrooms will be shifted to the new building.
- 8) Resolved that all the HoDs are requested to furnish necessary information in a timely way to IQAC Co-ordinator whenever they will call for.

The meeting ended with the vote of thanks to the chair.

*D*  
15/12/2021  
Principal  
**S. R. Fatepuria College**  
Beldanga, Dt.-Murshidabad  
S. R. Fatepuria College

*Milana Mondal*  
15-12-2021  
IQAC Co-Ordinator

S. R. Fatepuria College

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Ref. No. SRFC/

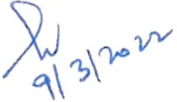
Date: 9<sup>TH</sup> March 2022

## Resolution of the IQAC Meeting held on 9<sup>th</sup> March 2022

- a) Resolved that the sub-committees which have been created already for effective management of college administration and to enhance the overall progress of this college must be entrusted with proper functions. These committees will ensure proper implementation of measures which will be taken for the betterment of students.
- b) Resolved that in order to measure students' progress effective steps will be taken. Parents- teachers meetings will be organized so that better information can be gathered about our students. Apart from this it has been decided that extra care and attention will be given to those students who have not done well in order to encourage them to study properly and in a timely way.
- c) Resolved that steps have to be taken to improve the quality of teaching and learning process. It has been decided that in order to compensate the loss incurred by the students, study materials will be provided to them by their respective departments. Besides this, in order to instil among students the practice of reading text books the teachers are requested to provide soft copy of the books or printed book chapters. The house has decided that in order to fill up the interaction gap among students and teachers every teachers of each department has been ordered to distribute their students among them with the sole intension to give them adequate attention and to conduct counselling when they will feel depressed and puzzled.

- d) Resolved that apart from those normal programme and honours courses, college has decided to introduce more valuable special courses to help the students to get benefit from those courses. These courses will expand the vision of those students who will join these courses.
- e) Resolved that CAS for few substantive faculties which has been delayed due to several reasons will be completed as soon as possible. For this house has decide that Prof. Jayanta Kumar Sarkar, Faculty of Dept. of Commerce, will be requested to supervise this CAS related issues so that the entire process can be implemented in a proper and efficient way.
- f) Resolved that for the successful completion of exam all the necessary steps will be given. The Exam Co-ordinator has been assigned the duty to prepare the final blueprint and necessary arrangements for the upcoming exam and to circulate it among all the teaching & non-teaching staffs of this college.
- g) Above all it has been decided unanimously that to maintain the friendly atmosphere within the campus all teachers are requested to increase their communication with their students.

The meeting ended with the vote of thanks to the chair

  
9/3/2022  
Principal

S. R. Fatepuria College

Principal  
**S.R. Fatepuria College**  
P.O.-Beldanga, Dt.-Murshidabad

  
09-03-2022  
IQAC Co-ordinator

S. R. Fatepuria College

Coordinator  
IQAC  
S. R. Fatepuria College,  
Beldanga \* Murshidabad



# **S.R.FATEPURIA COLLEGE**

**P.O. BELDANGA, DIST. MURSHIDABAD**

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Ref. No. SRFC/


Date: 15<sup>th</sup> June 2022

## **Resolution of the IQAC Meeting held on 15<sup>th</sup> June 2022**

- a) Resolved that necessary steps have to take so that timely publication of college prospectus can be done. Several items which have been considered essential must be given proper enlistment in that prospectus. This prospectus will not only enable the students only but the outside people also to have an overlook regarding the activities of our college.
- b) Academic calendar is very useful for any institutions. Hence the house has decided that necessary steps will be taken to prepare the academic calendar of the college. Some teachers have been selected for this purpose so that the entire process can be completed as soon as possible.
- c) Resolved that for the successful completion of internal exam it has been decided that Exam coordinator will decide in consultation with the Principal regarding the mode for conducting internal exam.
- d) Resolved that in order to compensate the losses incurred by the students it has been decided that apart from normal classes in offline mode teachers will take classes in online mode also.
- e) Resolved that effective steps will be taken to prepare the NAAC. The NAAC co-ordinator has been directed to kindly distribute the works among the faculty members who will discharge this function.


- f) Resolved that in order to enhance the quality of education feedbacks will be collected from the students and will forward to the respected departmental HoDs to take required steps.
- g) Resolved that all the departmental heads will distribute the syllabus among them in consultation with their departmental faculty members. Syllabus must be distributed in a way to ensure parity.

The meeting ended with the vote of thanks to chair

  
15/6/2022  
Principal

S. R. Fatepuria College

Principal  
**S.R. Fatepuria College**  
P.O.-Beldanga, DL-Murshidabad

  
15-06-2022  
IQAC Co-ordinator

S. R. Fatepuria College

 Coordinator  
IQAC  
S. R. Fatepuria College  
Beldanga \* Murshidabad