



# Women's College

## Internal Quality Assurance Cell

Date: 8<sup>th</sup> July, 2020

A meeting of the Internal Quality Assurance Cell was held in the Chamber of the Principal at 12.30 pm onwards on 8<sup>th</sup> July, 2020 to discuss the issues as notified on 3<sup>rd</sup> June, 2020.

The members of the cell present in the meeting are:

1. Principal
2. Dr. Jayanti Bhattacharjee, Member
3. Smt. Sarbari Nath, Member
4. Smt. K.V. Geetha, Member
5. Smt. Nivedita Dam, Member
6. Dr. Bal Krishan Choudhary, Member
7. Dr. Somali Saha, Member
8. Mr. Suman Bhattacharjee, External Member
9. Mr. Chinmoy Debnath, External Member
10. Dr. Soma Banik, Co-ordinator

### Resolutions:

Following decisions have been taken:

1. IQAC has decided to verify Teacher's diary used by the faculty members for 2019-2020 session (last two semesters).
2. For implementation of more effective online teaching and development of e-content IQAC will conduct a workshop including hands on training programme for the faculty members.
3. HODs of various departments are to be involved actively to complete SSS data collection of existing 4<sup>th</sup> semester.
4. All the departments have to update their departmental student profile.
5. The report for Academic and Administrative Audit 2019-20 conducted by IQAC is under preparation.
6. IQAC will take initiative to organize National and International webinars through various departments.
7. Initiative is to be taken to strengthen Alumni enrolment and involvement.

Countersigned

*mDama*  
8.7.2020  
Principal  
Women's College

*Soma Banik*  
8/7/2020

Co-ordinator  
Internal Quality Assurance Cell  
Women's College