



# Samsi College

Vill. + P.O. - Kandan, P.S.-Chanchal, Dist- Malda, West Bengal, Pin- 732139

E-Mail- samsicollege.malda@gmail.com

## EXTRACT COPY OF IQAC MEETING MINUTES

### 2021-2022 ACADEMIC SESSION

#### SAMSI COLLEGE SAMSI, MALDA

A meeting with internal and external members of the IQAC of Samsi College was held on 06/08/2021 at 3.00 p.m. on virtual mode (through Google Meet).

The following Members including were present in the meeting:

- |   |                                 |
|---|---------------------------------|
| 1. Sri Tapas Kumar Barman (Teacher-in-Charge)                 | (Chairperson)                   |
| 2. Dr. Pralay Kanti Ghosh (Associate Professor of Philosophy) | (Co-ordinator)                  |
| 3. Dr. Manoj Kumar Bhoje (Associate Professor of Bengali)     | (Teaching Staff Member)         |
| 4. Mr. Kausik Biswas (Asstt. Professor of Economics)          | (Teaching Staff Member)         |
| 5. Dr. Indrajit Biswas (Asstt. Professor of History)          | (Teaching Staff Member)         |
| 6. Ms. Mousumi Dutta (Asstt. Professor of History)            | (Teaching Staff Member)         |
| 7. Dr. Rameswar Mukherjee (Asstt. Professor of Geography)     | (Teaching Staff Member)         |
| 8. Mr. Sujit Majumdar (Asstt. Professor of Economics, T.C.S.) | (Teaching Staff Member)         |
| 9. Ms. Nilima Sarkar (Asstt. Professor of Sanskrit)           | (Teaching Staff Member)         |
| 10. Mr. Goutam Kr. Das (Head Clerk)                           | (Senior Administrative Officer) |
| 11. Dr. Ajit Biswas (Teacher-in-Charge, Chanchal College)     | (Nominee from Employer)         |
| 12. Mr. Ramchandra Agarwal                                    | (Nominee from Local Society)    |
| 13. Mr. Golam Mortuja   | (Nominee from Alumni)           |
| 14. Mr. Gopinath Mandal                                       | (Nominee from Student)          |

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*29/04/24*

Co-Ordinator  
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Samsi, Malda





The following resolutions were taken by the Teacher-in-Charge of Samsi College after thorough discussions in a meeting held on 06/08/2021 at 3.00 pm through Google Meet.

**Agenda 01. To read and confirm the resolutions taken in the previous meeting held on 27/03/2021.**

**Resolution:** The resolutions taken in the previous meeting held on 27/03/2021 were read and confirmed.

**Agenda 02: effective implementation of the Choice Based Credit System (CBCS) and continuous internal assessments during and post COVID Era**

**Resolution:** Considering the unprecedented challenges posed by the COVID-19 pandemic and the need for adapting educational systems to ensure academic continuity and quality, the Internal Quality Assurance Cell (IQAC) hereby resolves the following regarding the effective implementation of the Choice Based Credit System (CBCS) and continuous internal assessments during and post the COVID era:

- i. Recognizing the significant disruptions caused by the COVID-19 pandemic on traditional teaching-learning methods, the IQAC emphasizes the importance of leveraging technology and innovative pedagogical approaches to ensure the seamless implementation of CBCS and continuous internal assessments during this period.
- ii. Understanding the diverse challenges faced by students and faculty members during the pandemic, the IQAC resolves to promote flexibility in the CBCS framework, allowing for alternative modes of course delivery, assessment, and evaluation. This includes the exploration of online, and blended learning approaches to accommodate varying learning preferences and ensure equitable access to education.
- iii. In light of the increased reliance on digital platforms for remote learning, the IQAC resolves to support the integration of digital tools and resources into CBCS implementation, facilitating effective communication, collaboration, and assessment practices. This includes the provision of training and support for faculty members and students to maximize the benefits of digital technologies in academic settings.
- iv. Understanding the dynamic nature of the COVID-19 situation, the IQAC resolves to establish mechanisms for continuous monitoring and evaluation of CBCS implementation and continuous internal assessments during and post the pandemic. This includes regular feedback mechanisms, data analysis, and review processes to identify challenges, assess effectiveness, and make necessary adjustments to ensure quality and relevance.
- v. Recognizing the impact of the pandemic on students' mental health and well-being, the IQAC resolves to prioritize student support services and initiatives aimed at promoting holistic development and resilience. This includes the provision of counseling services, academic guidance, and opportunities for social and emotional learning to support students' overall well-being during challenging times.
- vi. Looking ahead to the post-COVID era, the IQAC resolves to prioritize future preparedness and resilience in CBCS implementation and continuous internal assessments. This includes

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the development of contingency plans, risk management strategies, and capacity-building initiatives to ensure the readiness of educational institutions to respond effectively to future challenges and uncertainties.

**Agenda 3: Preparation of Academic Calendar and Routine for the Session 2021-2022**

It was unanimously resolved that the responsibility for the preparation of the Academic Calendar and routine for the session 2021-2022 shall be entrusted to the Academic Calendar Sub-Committee and the routine preparation committee of IQAC. The IQAC acknowledges the significance of a well-prepared Academic Calendar and routine for the smooth functioning of the Institution, thereby mandating the Academic Calendar Sub-Committee and routine preparation committee of IQAC to expedite this process to facilitate effective curriculum delivery and assessment practices in the upcoming academic session.

**Agenda 4. Miscellaneous, if any.**

As there was no other item to discuss, the meeting ended with a vote of thanks to and from the Chair.

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SAMSI, MALDA

A meeting of the IQAC of Samsi College was held on 01/10/2021 at 2:30 p.m. in the Chamber of IQAC, Samsi College, Samsi, Malda.

The following Members including internal and external were present in the meeting:

<u>Name</u>	<u>Designation</u>	<u>Signature</u>
1. Sri Tapas Kumar Barman	(Teacher-in-Charge)	(Chairperson)
2. Dr. Pralay Kanti Ghosh	(Associate Professor of Philosophy)	(Co-ordinator)
3. Dr. Manoj Kumar Bhoje	(Associate Professor of Bengali)	(Teaching Staff Member)
4. Mr. Kausik Biswas	(Asstt. Professor of Economics)	(Teaching Staff Member)
5. Dr. Indrajit Biswas	(Asstt. Professor of History)	(Teaching Staff Member)
6. Ms. Mousumi Dutta	(Asstt. Professor of History)	(Teaching Staff Member)
7. Dr. Rameswar Mukherjee	(Asstt. Professor of Geography)	(Teaching Staff Member)
8. Mr. Sujit Majumdar	(Asstt. Professor of Economics, T.C.S.)	(Teaching Staff Member)
9. Ms. Nilima Sarkar	(Asstt. Professor of Sanskrit)	(Teaching Staff Member)
10. Mr. Goutam Kr. Das	(Head Clerk)	(Senior Administrative Officer)
11. Dr. Ajit Biswas	(Teacher-in-Charge, Chanchal College)	(Nominee from Employer)
12. Mr. Ramchandra Agarwal		(Nominee from Local Society)
13. Mr. Golam Mortuja		(Nominee from Alumni)
14. Mr. Gopinath Mandal		(Nominee from Student)

Teacher-in-Charge Mr. Tapas Kumar Barman took the chair and the following resolutions were adopted in the meeting of the IQAC.

**Agenda 01. To read and confirm the resolutions taken in the previous meeting held on 06/08/2021**

**Resolution:** The resolutions taken in the previous meeting held on 06/08/2021 were read and confirmed.

**Agenda 01: Review and Analysis of the Planned College Events and Activities**

**Resolution:** In reference to the list of upcoming events and activities scheduled to be organized by the college on the specified dates, the Internal Quality Assurance Cell (IQAC) conducted a meeting to review and analyze the proposed initiatives and their potential impact on promoting holistic development and academic enrichment among students.

- i. The Student Counselling Cell is tasked with organizing a seminar on "Post COVID-19 Depression: Anxiety, Fear and the Way Out" to be held on November 17, 2021, recognizing

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the importance of addressing mental health challenges among students in the post-pandemic era.

- ii. A one-day state-level discussion on the life and literature of poet Nazrul is scheduled to take place on December 13, 2021, aimed at promoting cultural awareness and literary appreciation among students.
- iii. A webinar on "Digital E-Learning Platform and Importance of Blood Donation" is scheduled for January 2, 2022, aiming to promote technological literacy and social responsibility among students.
- iv. A Freshers and Cultural Programme is scheduled to be held on March 31, 2022, aimed at fostering a sense of belonging and camaraderie among new students while showcasing their talents.
- v. A Literary Symposium with Author Sunny Misra is scheduled for April 16, 2022, providing students with a platform to engage with renowned authors and intellectuals, thereby enhancing their literary knowledge and critical thinking skills.
- vi. A specially curated lecture for SC/ST/OBC and Physically Challenged students on "Equal Opportunity and Education" is scheduled for April 19, 2022, aiming to promote inclusivity and social equity in higher education.
- vii. A documentary exhibition and discussion is scheduled to be held on May 5-6, 2022, aimed at raising awareness on various socio-cultural and environmental issues among students.
- viii. The Department of Bengali plans to observe Rabindra JanmaJayanti on May 9, 2022, aimed at promoting the rich cultural heritage and literary contributions of Rabindranath Tagore.
- ix. A Blood Donation Camp is scheduled to be organized on May 12, 2022, aimed at contributing to the noble cause of saving lives and promoting awareness about the importance of voluntary blood donation.
- x. A discussion cycle on "Four-Dimensional Exhibition: Art-Beauty of Bird and Insect Nests, Evolution of Pens, Writers' Manuscripts, and Little Magazines" is scheduled to be held on June 6-7, 2022, aimed at promoting cultural appreciation and artistic expression among students.
- xi. An Environmental Awareness Programme is scheduled to be conducted on June 8, 2022, on the occasion of World Ocean Day, aimed at raising awareness about environmental conservation and sustainable practices among students.

The IQAC approves the proposed schedule of events and activities, acknowledging the efforts of the college in organizing a diverse range of initiatives aimed at promoting academic, cultural, and holistic development among students. The IQAC encourages continued collaboration and innovation in organizing these events to further enrich the academic and extracurricular experiences of students.

#### **Agenda 02: Introduction of Add-on programs as value additions**

**Resolution:** The Add-on Courses Proposal Formats shall be diligently drafted, outlining their relevance to specific domains, course objectives, and clear syllabus mapping with existing degree courses as electives. Furthermore, comprehensive plans for assessments and certifications will be included in the proposal formats.

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Proposals for the introduction of Add-on programs in Environmental Pollution, and Basic Arabic Reading and Writings preparation shall be developed by designated faculty coordinators. These proposals will undergo thorough internal reviews before being submitted for approval to the IQAC. The meeting emphasizes the importance of aligning these proposals with the academic standards and goals of the institution.

Detailed documentation encompassing infrastructural, hardware, software, faculty, and monetary resource requirements for the successful implementation of the proposed Add-on programs will be compiled. The proposed launch timelines for the 2021-2022 academic year will be outlined to ensure meticulous planning and seamless integration into the existing academic structure.

**Agenda 03: Faculty induction/development initiatives**

**Resolution:** In accordance with UGC guidelines, all teaching staff members are encouraged and mandated to participate annually in one Refresher course and one Orientation Programme to enhance domain knowledge and teaching competencies. These programs will provide valuable opportunities for interdisciplinary collaborations, professional networking, and skill enhancement. Furthermore, the prayer of Nilima Sarkar, Assistant Professor of Sanskrit and Mousumi Dutta, Assistant Professor of History for participation refresher courses from 11.08.2021 to 26.08.2021 and from 28.09.2021 to 11.10.2021 is wholeheartedly approved by the IQAC.

**Agenda 04. Miscellaneous, if any.**

As there was no other item to discuss, the meeting comes to an end with vote of thanks to and from the Chair.

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A meeting of the IQAC of Samsi College was held on 08/11/2021 at 2:30 p.m. in the Chamber of IQAC, Samsi College, Samsi, Malda.

The following Members including internal and external were present in the meeting:

- |   |                                 |
|---|---------------------------------|
| 1. Sri Tapas Kumar Barman (Teacher-in-Charge)                 | (Chairperson)                   |
| 2. Dr. Pralay Kanti Ghosh (Associate Professor of Philosophy) | (Co-ordinator)                  |
| 3. Dr. Manoj Kumar Bhoje (Associate Professor of Bengali)     | (Teaching Staff Member)         |
| 4. Mr. Kausik Biswas (Asstt. Professor of Economics)          | (Teaching Staff Member)         |
| 5. Dr. Indrajit Biswas (Asstt. Professor of History)          | (Teaching Staff Member)         |
| 6. Ms. Mousumi Dutta (Asstt. Professor of History)            | (Teaching Staff Member)         |
| 7. Dr. Rameswar Mukherjee (Asstt. Professor of Geography)     | (Teaching Staff Member)         |
| 8. Mr. Sujit Majumdar (Asstt. Professor of Economics, T.C.S.) | (Teaching Staff Member)         |
| 9. Ms. Nilima Sarkar (Asstt. Professor of Sanskrit)           | (Teaching Staff Member)         |
| 10. Mr. Goutam Kr. Das (Head Clerk)                           | (Senior Administrative Officer) |
| 11. Dr. Ajit Biswas (Teacher-in-Charge, Chanchal College)     | (Nominee from Employer)         |
| 12. Mr. Ramchandra Agarwal                                    | (Nominee from Local Society)    |
| 13. Mr. Golam Mortuja   | (Nominee from Alumni)           |
| 14. Mr. Gopinath Mandal                                       | (Nominee from Student)          |

Teacher-in-Charge Mr. Tapas Kumar Barman took the chair and following resolutions were adopted in the meeting of the IQAC.

**Agenda 01. To read and confirm the resolutions taken in the previous meeting held on 01/10/2021**

**Resolution:** The resolutions taken in the previous meeting held on 01/10/2021 were read and confirmed.

**Agenda 02: Review of promotion applications submitted by faculty members under the Career Advancement Scheme.**

**Resolution:** The IQAC convened to discuss and review the promotion applications submitted by faculty members seeking advancement under the Career Advancement Scheme.

The IQAC noted the submissions from the following faculty members:

- > Mr. Tapas Kumar Barman, Mr. Kausik Biswas, and Dr. Medha Kumari have submitted their papers along with the required testimonials for promotion from Stage II to Stage III.
- > Dr. Rameswar Mukherjee has submitted his papers for promotion from Stage I to Stage II.

To ensure a thorough and fair review, the IQAC coordinator directed the following faculty members to evaluate the submitted materials:

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- Dr. Manoj Kumar Bhoje, Associate Professor of Bengali.
- Dr. Abdul Wahab, Associate Professor of English.

Dr. Manoj Kumar Bhoje and Dr. Abdul Wahab are instructed to review the applications in detail, taking into account the academic credentials, achievements, and contributions of each applicant. A report summarizing their findings and recommendations is to be submitted to the IQAC coordinator upon completion of the review. Once the IQAC coordinator receives the review reports, the findings will be thoroughly verified and assessed. The IQAC will then proceed with further processing of the applications in accordance with institutional policies and CAS guidelines.

**Agenda 03: To discuss for proper and smooth functioning of classes through E-learning system, evaluations and publish the result through online mode.**

**Resolution:** Discussed the agenda item no.3 and resolved that the TCS is asked to monitor for proper and smooth functioning of classes taken by the teachers through E-learning system using electronic resources like computers, internet forms, projectors etc. which help to form good relationship between teachers and students and the responsibility for internal examinations, evaluations of answer scripts by the teachers and publish the result in time through online mode is given to the Examination Committee of the IQAC. This committee will continue monitor such type of activities through online.

**Agenda 04: To discuss the Promotion/ Placement under CAS of Dr. Manoj Kumar Bhoje from Assistant Professor stage 3 to Associate Professor stage 4 of Bengali.**

**Resolution:** Discussed in the meeting the agenda item No. 4 that Promotion/ Placement under CAS of Dr. Manoj Kumar Bhoje from Assistant Professor stage 3 to Associate Professor stage 4 of Bengali. The selection committee in an interview held on 23-08-2021 in Bikash Bhawan, Salt Lake, Kolkata has promoted under CAS of Dr. Manoj Kumar Bhoje as Associate Professor of Bengali w.e.f. 03-02-2015.

It is resolved that the recommendation of selection committee is pursued for approval to the Governing Body of the College.

**Agenda 05: Discussion about Ph.D. Incremental benefit of Dr. Rameswar Mukherjee, Assistant Professor of Geography.**

**Resolution:** Discussed in the meeting the agenda item No. 5 that Dr. Rameswar Mukherjee, Assistant Professor of Geography joined in this College on 19-05-2017, has been awarded Ph.D. on 28-08-2020 from Banaras Hindu University. It is resolved that his papers for Ph.D. incremental benefit (3 increments) is pursued for approval and also requested to the TIC to send his papers for Ph.D. incremental benefit (3 increments) to the appropriate authority.

**Agenda 06: Miscellaneous, if any.**

As there was no other item to discuss, the meeting ended with a vote of thanks to and from the Chair.

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A meeting of the IQAC of Samsi College was held on 01/02/2022 at 2:00 p.m. in the Chamber of IQAC, Samsi College, Samsi, Malda.

The following Members including internal and external were present in the meeting:

- |   |                                 |
|---|---------------------------------|
| 1. Sri Tapas Kumar Barman (Teacher-in-Charge)                 | (Chairperson)                   |
| 2. Dr. Pralay Kanti Ghosh (Associate Professor of Philosophy) | (Co-ordinator)                  |
| 3. Dr. Manoj Kumar Bhoje (Associate Professor of Bengali)     | (Teaching Staff Member)         |
| 4. Mr. Kausik Biswas (Asstt. Professor of Economics)          | (Teaching Staff Member)         |
| 5. Dr. Indrajit Biswas (Asstt. Professor of History)          | (Teaching Staff Member)         |
| 6. Ms. Mousumi Dutta (Asstt. Professor of History)            | (Teaching Staff Member)         |
| 7. Dr. Rameswar Mukherjee (Asstt. Professor of Geography)     | (Teaching Staff Member)         |
| 8. Mr. Sujit Majumdar (Asstt. Professor of Economics, T.C.S.) | (Teaching Staff Member)         |
| 9. Ms. Nilima Sarkar (Asstt. Professor of Sanskrit)           | (Teaching Staff Member)         |
| 10. Mr. Goutam Kr. Das (Head Clerk)                           | (Senior Administrative Officer) |
| 11. Dr. Ajit Biswas (Teacher-in-Charge, Chanchal College)     | (Nominee from Employer)         |
| 12. Mr. Ramchandra Agarwal                                    | (Nominee from Local Society)    |
| 13. Mr. Golam Mortuja   | (Nominee from Alumni)           |
| 14. Mr. Gopinath Mandal                                       | (Nominee from Student)          |

Teacher-in-Charge Mr. Tapas Kumar Barman took the chair and following resolutions were adopted in the meeting of the IQAC.

**Agenda 01. To read and confirm the resolutions taken in the previous meeting held on 08/11/2021.**

**Resolution:** The resolutions taken in the previous meeting held on 08/11/2021 were read and confirmed.

**Agenda 2: Review Reports of Faculty Promotion Applications under Career Advancement Scheme and determination of next steps:**

**Resolution:** The IQAC received and reviewed the detailed assessment reports submitted by Dr. Manoj Kumar Bhoje, Associate Professor of Bengali, and Dr. Abdul Wahab, Associate Professor of English. The reports provided thorough evaluations of the submitted materials by Mr. Tapas Kumar Barman, Mr. Kausik Biswas, Dr. Medha Kumari (for promotion from Stage II to Stage III), and Dr. Rameswar Mukherjee (for promotion from Stage I to Stage II).

The reports confirmed that the faculty members meet the eligibility requirements for promotion under the CAS. The reviewers highlighted the faculty members' achievements, contributions to research, teaching, and service, and adherence to institutional standards.

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The reviewers also made recommendations for the promotion of the faculty members based on their assessments.

Based on the positive assessments and recommendations in the review reports, the IQAC approved the promotion applications of Mr. Tapas Kumar Barman, Mr. Kausik Biswas, Dr. Medha Kumari, and Dr. Rameswar Mukherjee.

The IQAC will now proceed with forwarding the approved promotion applications to the relevant administrative bodies for further processing and official promotion decisions.

**Agenda 03: To discuss the encouragement for Research Publications at National or International Level to the teachers through online.**

**Resolution:** Discussed the agenda item no. 3 and resolved that the teachers are encouraged by the IQAC Co-ordinator to write-up quality Research Papers and send those papers through online to the reputed publishers for publication at National or International Level with ISBN or ISSN number for their promotion under CAS and also asked to maintain regularity for Research Paper publication.

**Agenda 04: To discuss the On-duty leaves of Waliullah, Assistant Professor of Arabic and Sujit Majumdar, Assistant Professor of Economics for their participation in Refresher Course and Faculty Induction Programme through online mode from 02.02.2022 to 15.02.2022 and from 11.02.2022 to 14.03.2022.**

**Resolution:** The Agenda no 3 is discussed in the meeting and resolved that the on- duty leaves of Waliullah, Assistant Professor of Arabic and Sujit Majumdar, Assistant Professor of Economics for their participation in Refresher Course and Faculty Induction Programme through online mode from 02.02.2022 to 15.02.2022 and from 11.02.2022 to 14.03.2022 from Jamia Milia Islamia University and University of North Bengal respectively are pursued for approval to the appropriate authority.

**Agenda 05. Miscellaneous, if any.**

As there was no other item to discuss, the meeting ended with a vote of thanks to and from the Chair.

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SAMSI, MALDA

A meeting of the IQAC of Samsi College was held on 08/03/2022 at 1:30 p.m. in the Chamber of IQAC, Samsi College, Samsi, Malda.

The following Members including internal and external were present in the meeting:

<u>Name</u>	<u>Designation</u>	<u>Signature</u>
1. Sri Tapas Kumar Barman	(Teacher-in-Charge)	(Chairperson)
2. Dr. Pralay Kanti Ghosh	(Associate Professor of Philosophy)	(Co-ordinator)
3. Dr. Manoj Kumar Bhoje	(Associate Professor of Bengali)	(Teaching Staff Member)
4. Mr. Kausik Biswas	(Asstt. Professor of Economics)	(Teaching Staff Member)
5. Dr. Indrajit Biswas	(Asstt. Professor of History)	(Teaching Staff Member)
6. Ms. Mousumi Dutta	(Asstt. Professor of History)	(Teaching Staff Member)
7. Dr. Rameswar Mukherjee	(Asstt. Professor of Geography)	(Teaching Staff Member)
8. Mr. Sujit Majumdar	(Asstt. Professor of Economics, T.C.S.)	(Teaching Staff Member)
9. Ms. Nilima Sarkar	(Asstt. Professor of Sanskrit)	(Teaching Staff Member)
10. Mr. Goutam Kr. Das	(Head Clerk)	(Senior Administrative Officer)
11. Dr. Ajit Biswas	(Teacher-in-Charge, Chanchal College)	(Nominee from Employer)
12. Mr. Ramchandra Agarwal		(Nominee from Local Society)
13. Mr. Golam Mortuja		(Nominee from Alumni)
14. Mr. Gopinath Mandal		(Nominee from Student)

Teacher-in-Charge Mr. Pralay Kanti Ghosh took the chair and following resolutions were adopted in the meeting of the IQAC.

**Agenda 01.** To read and confirm the resolutions taken in the previous meeting held on 01/02/2022.

**Resolution:** The resolutions taken in the previous meeting held on 01/02/2022 were read and confirmed.

**Agenda 02: Celebration of International Drama Day on March 27-28, 2022**

It has been resolved that the Samsi College Natya Prasikshan Kendra will organize an international seminar and drama festival on March 27th and 28th, 2022, to celebrate the International Drama Day. The event aims to showcase various theatrical performances and activities aimed at fostering creativity and artistic expression among students.

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**Proposed Performances:**

**Drama by Apankteya:** A theatrical performance under the production of Apankteya is proposed as part of the event.

**Audio-Drama Release by Samsi College:** An audio-drama production by Samsi College will be released during the festival.

**Folk-Drama (Gambhira) by Srijoni:** A folk-drama (Gambhira) under the production of Srijoni will be presented as part of the festival.

**Guest Speakers:** The following esteemed speakers are proposed to grace the event:

Samipendra Bandyopahyay

Subhodeep Bandyopadhyay

Jaydeep Mukherjee

Sagarnil Chattopadhyay

The IQAC wholeheartedly supports and endorses the plans for the celebration of International Drama Day on March 27-28, 2022, organized by the Samsi College Natya Prasikshan Kendra. The event promises to be a platform for fostering creativity, artistic expression, and cultural exchange among students and the wider community. The IQAC encourages active participation and collaboration to ensure the success of this cultural festival.

**Agenda 03. Miscellaneous, if any.**

As there was no other item to discuss, the meeting ended with a vote of thanks to and from the Chair.

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A meeting of the IQAC of Samsi College was held on 15.04.2022 at 1:30 p.m. in the Chamber of IQAC, Samsi College, Samsi, Malda.

The following Members including internal and external were present in the meeting:

<u>Name</u>	<u>Designation</u>	<u>Signature</u>
1. Sri Tapas Kumar Barman	(Teacher-in-Charge)	(Chairperson)
2. Dr. Pralay Kanti Ghosh	(Associate Professor of Philosophy)	(Co-ordinator)
3. Dr. Manoj Kumar Bhoje	(Associate Professor of Bengali)	(Teaching Staff Member)
4. Mr. Kausik Biswas	(Asstt. Professor of Economics)	(Teaching Staff Member)
5. Dr. Indrajit Biswas	(Asstt. Professor of History)	(Teaching Staff Member)
6. Ms. Mousumi Dutta	(Asstt. Professor of History)	(Teaching Staff Member)
7. Dr. Rameswar Mukherjee	(Asstt. Professor of Geography)	(Teaching Staff Member)
8. Mr. Sujit Majumdar	(Asstt. Professor of Economics, T.C.S.)	(Teaching Staff Member)
9. Ms. Nilima Sarkar	(Asstt. Professor of Sanskrit)	(Teaching Staff Member)
10. Mr. Goutam Kr. Das	(Head Clerk)	(Senior Administrative Officer)
11. Dr. Ajit Biswas	(Teacher-in-Charge, Chanchal College)	(Nominee from Employer)
12. Mr. Ramchandra Agarwal		(Nominee from Local Society)
13. Mr. Golam Mortuja		(Nominee from Alumni)
14. Mr. Gopinath Mandal		(Nominee from Student)

Teacher-in-Charge Mr. Tapas Kumar Barman took the chair and the following resolutions were adopted in the meeting of the IQAC.

**Agenda 01.** To read and confirm the resolutions taken in the previous meeting held on 08/03/2022.

**Resolution:** The resolutions taken in the previous meeting held on 08.03.2022 were read and confirmed.

**Agenda 02.** To discuss the On-duty leaves of Tapas Kumar Barman, Assistant Professor of English and Nilima Sarkar, Assistant Professor of Sanskrit for their participation in Refresher Course from 25.05.2022 to 07.06.2022.

**Resolution:** The Agenda Item No. 2 is discussed in the meeting and resolved that the on duty leaves of Tapas Kumar Barman, Assistant Professor of English and Nilima Sarkar, Assistant Professor of Sanskrit for their participation in Refresher Course from 25.05.2022 to 07.06.2022 from North Eastern Hill University are pursued for approval to the appropriate authority.

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**Agenda 03: Institutional stakeholders' feedback mechanisms & analysis –**

Resolved that:

An online feedback platform/offline shall be developed by IQAC for capturing responses from key stakeholder groups including students, faculty, alumni, parents on vital aspects on academic processes and infrastructure satisfaction indexed on a 5-point scale.

Dedicated focus group meetings shall also be conducted by NAAC coordinator to gain insights.

All feedback accumulated annually shall be analyzed by subcommittees who will compile comprehensive reports with measurable improvement areas.

**Agenda 04: Miscellaneous, if any.**

As there was no other item to discuss, the meeting ended with a vote of thanks to and from the Chair.

*Certified to be true*  
*Manoj Kumar Bhoje*  
*29/04/24*

Co-Ordinator  
IQAC  
Samsi College  
Samsi, M...a