

ACTION TAKEN REPORT 2018-19

1. The various Departments of the College organized workshops related to the curriculum delivery under Choice Based Credit System (CBCS). Many faculty members had raised their need for such workshops in order to better understand the newly introduced system, credit score system, modalities of evaluation. The IQAC in collaboration with various departments organized such workshops to enhance the quality of teaching – learning in the College under the new system.
2. Internal Academic Audit was conducted inter – departmentally in order to ensure that proper documentation is maintained in the departments related to all academic, curricular and co – curricular activities of each department.
3. Parent – Teachers’ Meetings were conducted by all departments as initiated by the IQAC to ensure that feedback could be received first – hand from guardians and communication could be improved among students, teachers and parents regarding the overall environment, academic transaction and holistic learning that the College wishes to deliver to its students.
4. The IQAC supervised the CAS proposals of 3 incumbents and placed their files for the approval of the head of the institution and forwarding to the Higher Education Department for necessary action.
5. IQAC has conducted meetings on a regular basis to supervise and maintain the interests of teaching faculty, students and infrastructural requirements of the College.
6. Various Add-on-Courses were also planned to conduct by each department and the individual proposals from each department were collected.

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ACTION TAKEN REPORT 2019-20


1. The IQAC has created a common format for the creation and maintenance of departmental data for the purpose of creating parity and uniformity of information that departments should preserve regarding their academic, curricular and co - curricular activities.
2. The academic year was suddenly and adversely affected due to the COVID19 pandemic that halted all activities of the College for some time. Online classes were started at the behest of the IQAC so that the damage caused in the teaching - learning process could be minimized. This was a thoroughly tough endeavour since this College is located in a rural area and most students did not have access to technology, devices and internet facility. It took quite some time and effort to sensitize students about the use of online platforms to attend classes online. The IQAC with the cooperation of the faculty members made consistent and sincere efforts to overcome this crisis.
3. The IQAC and the Purchase Committee together facilitated re- stocking and upgradation of the College library as a response to need for CBCS - compliant books for all departments. A substantial amount of Rupees One Lac sixty -five thousand fifty - six was spent on purchase of books during the year. This has definitely contributed towards easing the teaching - learning process for both students and teachers.
4. The IQAC has worked relentlessly towards raising consciousness among students regarding post - pandemic health and hygiene protocols. In collaboration with the NSS Unit of the College it has undertaken drives to sensitize students in this regard by encouraging students themselves to make posters and placards on this theme and display these in prominent places on the campus.
5. Feedback process was conducted online this year, under the initiative and monitoring of the IQAC.
6. Various Add-on-Courses were also planned and conducted by various departments of the college.
7. IQAC took the initiatives to sign MoUs with other colleges. MoUs were signed with Jhargram Raj College, Govt. General Degree College, Lalgargh and Govt. General Degree College, Kharagpur-II.


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ACTION TAKEN REPORT: 2020-21

1. The IQAC has conducted online meetings to support the teaching staff in conducting online classes. It has insisted upon the maintenance of records of online classes and other departmental activities so that whenever the College returned to its previous mode of offline teaching, these records could be used for conducting internal academic audits.
2. The IQAC has also encouraged the Departments to conduct webinars so that students may be kept positively engaged in academic activities during the COVID19 crisis. Various departments have responded positively and have conducted webinars relevant to their discipline.
3. Meetings have been held by the IQAC inviting properly drafted proposals from the Departments regarding conducting Add – on and Certificate courses that might be hosted by the Department to deliver more holistic education to the students. These proposals have been scrutinized by the IQAC and forwarded to the Head of the institution for approval and necessary action.
4. The proposal to sign MoUs with other Colleges in the vicinity have also been considered and approved by the IQAC as this is clearly a step towards better and higher quality of education for the students.
5. The College has been declared a 'Plastic – Free Zone' and teachers, non- teaching staff and students have been sensitized to minimize the use of plastic on the campus. Jute and cotton bags, steel tiffin boxes are to be used as far as possible. Posters, made by students, on the ill effects of plastic on the environment have been put up at prominent places in the College campus.
6. The IQAC has closely and constantly monitored cleanliness of toilets and the campus in response to the feedback it had received in the previous year. This has helped improve the overall cleanliness of the campus.



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ACTION TAKEN REPORT: 2021-22

1. The IQAC has, as in the previous years, monitored the teaching – learning process in the College closely. It has supervised the internal academic audit to ensure that all records are meticulously maintained and preserved at the Departmental level related to academic, curricular and co – curricular activities of the departments.
2. It has also facilitated and coordinated with the Purchase Committee to apply for services of the PWD for repair and maintenance of infrastructure that had fallen to ruin due to multiple factors like total shut down of the institution due to the COVID19 pandemic, the ravages of the cyclone ‘Amphan’, stationing of military and police personnel on campus during the Assembly elections of 2021. The PWD did work that amounted to Rupees Nineteen Lacs, Fifty Thousand approximately. This has considerably eased the problems that the College was faced with in the previous year.
3. Multiple departments conducted Add – On and Certificate Courses in collaboration with the IQAC. These courses have received very positive response from the learners and have engaged them in enhancing their knowledge in a related field of study.
4. MoUs have been signed with quite a few Colleges in the vicinity to promote faculty exchange as well as to make up for the lack of number of teaching faculty in the College at present. Students have been benefited by this endeavour of the Departments and the IQAC too.

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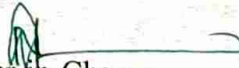

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ACTION TAKEN REPORT: 2022-23

1. The IQAC has continued to conduct Internal Academic Audit as in the previous years. This has proved to be a very effective method of maintain and preserving data and records of departmental activities.
2. Students' Feedback has been collected, analyzed and deliberated upon in order to make improvements in the overall infrastructural facilities that the College tries to offer to its students as well as in the nature and quality of curriculum delivery at the departmental level.
3. The IQAC has scrutinized and supervised the submission of CAS files of 7 incumbents in the current year and this too, is a positive quality initiative.
4. The IQAC has supported and cooperated with the Purchase Sub – Committee to call for and scrutinize tenders for the purchase and repair of such infrastructural needs as inverters, copiers, computers, CCTV and enhanced internet bandwidth with a view to enhancing the speed and quality of work being done in the College for routine activities as well as for catalyzing documentation and record of NAAC related work.
5. The IQAC has also organized and hosted several meetings with relevant officials in the Higher Education Department, Government of West Bengal, in order to completely understand and carry out the work necessary for successful completion of NAAC.
6. The IQAC has collaborated with all the Departments and the NSS Unit of the College in conducting Add – On/ Certificate Courses and in organizing outreach and extension activities on extremely important issues which are more relevant because of the location of the College. It has managed to garner maximum student participation and involvement in these activities which made these efforts on part of the College more meaningful.

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