

## MINUTES OF THE IQAC MEETING HELD ON THE 5<sup>TH</sup> DECEMBER, 2020

Time: 3 pm.

Platform: Google Meet

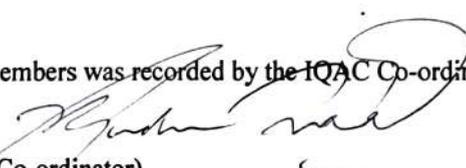
Agenda: Final stocktaking of teaching and learning during the Covid-period from March to December, 2020

An online meeting was held under the chairmanship of the IQAC, Co-ordinator, Dr. Padam Nepal.

- 1) The minutes of the previous meeting was unanimously ratified.
- 2) It has found that the college faculty members were able to derive benefits from the workshop on online teaching and learning conducted by the college.
- 3) It was found that teachers had made ample use of online teaching platforms such as Google Meet, Zoom and Microsoft Classroom.
- 4) It was also found that the due to digital divide, some students, located in the remote areas, were not able to access online lectures due to poor net connectivity. Therefore teachers were requested to record voice clips in Whatsapp and send such clips to the concerned students.
- 5) Most departments were able to complete syllabus using the digital platforms.

The house thanked the chair and having no other matter to discuss the meeting was declared over.

The presence of the following faculty members was recorded by the IQAC Co-ordinator

- 1) Dr. Padam Nepal (Co-ordinator) 
- 2) Mr. Debarghya Goswami (Joint Co-ordinator)
- 3) Dr. K L Joseph, SJ, Vice Principal (Academic)
- 4) Dr. Dorjay Lama, Vice Principal (Administration)
- 5) Dr. Radha Sharma, Dean *R. sharma*
- 6) Dr. Sujoy Ghosal
- 7) Dr. Anupam Mukherjee *Anupam*
- 8) Mr. Sourajit Roy *Sourajit*
- 9) Dr. Panchali Sengupta *Panchali*
- 10) Ms Albina Subba
- 11) Dr. Balaram Uprety *Balaram*
- 12) Dr. Anirudra Gurung

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## Minutes of the IQAC Meeting held on the 5th MAY, 2020

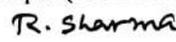
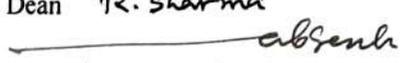
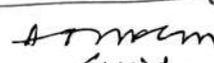
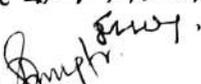
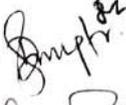
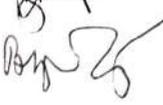
### Agenda: Situation arising from the extensions of Covid-19 Lockdown

Time: 2 pm.

Platform: Google Meet

An online meeting was held under the chairmanship of the IQAC Co-ordinator, Dr. Padam Nepal in order to discuss the prevailing academic uncertainty prevailing in the college due to the extension of lockdown due to the Covid-19.

1. The resolutions of the last meeting was unanimously adopted.
2. Resolved that the college would conduct a workshop for orienting the teachers into the dynamics of online teaching in order to equip them with the knowhow of online education
3. Individual experiences and challenges/problems faced by the faculty members in course of online teaching was shared and tentative solutions suggested.
4. Resolved that the teachers would take active steps for familiarising the students with the free e-resources made available by the MHRD like the SWAYAM platform, e-pathshala, etc.
5. Resolved that the 3<sup>rd</sup> Year Annual batch be given assignments which would be evaluated as components of internal assessment in the event of complete doing away of exams due to the pandemic.
6. Resolved that the college would be very alert to the possibility of mental health problems among students due to the protracted period of lockdown along with its attendant narrative of death, trauma and uncertainty.
7. Resolved that faculty members would enroll themselves for MOOC courses in order to be able to switch from the offline to the online mode of teaching.
8. The presence of the following faculty members was recorded by the IQAC Co-ordinator. Signature was kept pending till such time as physical meeting was possible.
9. The house thanked the chair and having no other matter to discuss the meeting was declared over.

- 1) Dr. Padam Nepal (Co-ordinator) 
- 2) Mr. Debarghya Goswami (Joint Co-ordinator)
- 3) Dr. K L Joseph, SJ, Vice Principal (Academic)
- 4) Dr. Dorjay Lama, Vice Principal (Administration)
- 5) Dr. Radha Sharma, Dean 
- 6) Dr. Sujoy Ghosal  absent.
- 7) Dr. Anupam Mukherjee 
- 8) Mr. Sourajit Roy 
- 9) Dr. Panchali Sengupta 
- 10) Ms Albina Subba
- 11) Dr. Balaram Uprety 
- 12) Dr. Anirudra Gurung



## MINUTES OF THE IQAC MEETING HELD ON THE 16<sup>TH</sup> OF MARCH, 2020

AGENDA: Covid-19 Lockdown

Time: 3 pm.

Platform: Google Meet

An online meeting was held under the chairmanship of the IQAC Co-ordinator, Dr. Padam Nepal. This meeting was called in view of the government notification on the first Covid lockdown announced by the State Government on the 14<sup>th</sup> of March, 2020.

The resolutions of the last meeting was unanimously adopted.

Resolved that in view of the unprecedented circumstances arising due to the Covid-19 pandemic, alternative modes of facilitating the teaching-learning process based on a judicious use of technology needed to be explored.

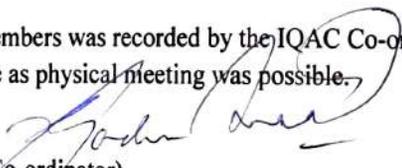
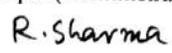
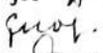
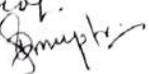
Resolved that the teachers would enroll themselves at the earliest opportunity for online courses on e-learning and MOOCs so as to be competent enough to harness technology for teaching-learning in the absence of physical classes.

The meeting also decided to explore the viability of using online platforms for live teaching in view of the fact that a huge section of the students come from remote areas where internet connectivity is unstable and weak.

The IQAC requested the college to arrange for workshop on online teaching in order to train faculty members for taking online classes.

The house thanked the chair and having no other matter to discuss the meeting was declared closed.

The presence of the following faculty members was recorded by the IQAC Co-ordinator. The signature was kept pending till such time as physical meeting was possible.

- 1) Dr. Padam Nepal (Co-ordinator) 
- 2) Mr. Debarghya Goswami (Joint Co-ordinator)
- 3) Dr. K L Joseph, SJ, Vice Principal (Academic)
- 4) Dr. Dorjay Lama, Vice Principal (Administration)
- 5) Dr. Radha Sharma, Dean 
- 6) Dr. Sujoy Ghosal
- 7) Dr. Anupam Mukherjee 
- 8) Mr. Sourajit Roy 
- 9) Dr. Panchali Sengupta 
- 10) Ms Albina Subba

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- 11) Dr. Balaram Uprety
- 12) Dr. Anirudra Gurung
- 13) Dr. Kiran Pradhan
- 14) Mr Abhijeet Lahiri
- 15) Dr. Dhiraj Brahman
- 16) Parent Representative
- 17) Alumni Representative

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