



# Shree Agrasain College

(Affiliated to University of Calcutta)

5/2A, Height Road, Liluah, Howrah-711204, Ph. : 2655-4917, 7604084414, 7604084413

## **NOTICE**

**Date: 08.07.2020**

An online meeting of the Internal Quality Assurance Cell (IQAC) of Shree Agrasain College will be held on **11.07.2020 (Saturday) at 11AM** on Google Meet platform to discuss the following agenda

- **Review of ongoing online classes.**
- **Survey of internet facilities available to students.**
- **Organisation of webinars and online lectures.**
- **Admission procedure for session 2020-21.**
- **AOB**

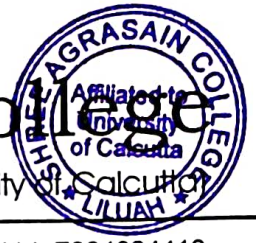
All the members are requested to kindly attend the meeting.

**T.I.C & Chairperson, IQAC**

**Coordinator, IQAC**

### **Members of IQAC**

- Mrs.Sovonita Datta (Teacher-in-Charge,Chairperson,IQAC)
- Shri Arijit Kanungo (Coordinator, IQAC)
- Shri Mahabir Prasad Shroff
- Shri Chandan Gopal Shroff
- Shri (Dr.) Nibir Goswami
- Shri Kumarjit Mondal
- Shri Lal Saheb Verma
- Shri Surajit Saha
- Ms. Rini Goswami
- Mrs. Maitreyee Maitra
- Shri Malay Sinha Ray
- Shri Somnath Ghosh



## **MINUTES OF THE IQAC MEETING** **HELD ON 11.07.2020**

**TIME: 11:00 AM**

**MODE: ONLINE (GOOGLE MEET)**

### **The following members were present:**

Mrs. Sovonita Datta (Teacher-in-Charge, Chairperson, IQAC)  
Shri Arijit Kanungo (Coordinator, IQAC)  
Shri Chandan Gopal Shroff  
Shri (Dr.) Nibir Goswami  
Shri Kumarjit Mondal  
Shri Lal Saheb Verma  
Shri Surajit Saha  
Shri Malay Sinha Ray

Mrs. Sovonita Datta, T.I.C. and Chairperson, IQAC presided over the meeting.  
Shri Arijit Kanungo, Coordinator, IQAC welcomed all members and briefed them about the agenda.  
The minutes of the last meeting (21.03.2020) were read and confirmed.

- A review of the ongoing online classes was taken by the departmental coordinators so that future academic action and activities can be decided upon. A suitable uniform virtual platform for conducting online classes for each semester was proposed and it was unanimously decided that Google



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Meet was the best alternative in this regard. It was also proposed that a special routine be framed for conducting online classes and that the Google Classroom app be used to archive all study materials posted.

- Coordinators of the different departments were requested to conduct a survey of the internet facilities available to the students and to instruct all teachers to finish their even semester syllabi by June 20.
- The members discussed the necessity and importance of conducting webinars and special lectures. Coordinators of all departments were asked to organise webinars, special lectures, etc. by eminent academicians in collaboration with IQAC via virtual platform for the benefit of the students.
- The members held a detailed discussion regarding the admission process to be followed by the college during the pandemic for the upcoming session 2020-21. In this regard, it was unanimously decided that the college will use an online admission process for this session and Infotech Solutions will be given the responsibility of overseeing the implementation of the process. Details regarding the prospectus were also finalized in the meeting.
- As no other business was to be transacted, the meeting ended with a vote of thanks to the Chair.

**T.I.C & Chairperson, IQAC**  
**Teacher-in-Charge**  
**Shree Agrasain College**  
**5/2A, Height Road**  
**Liluah, How-711204**

**Coordinator, IQAC**  
**Coordinator**  
**Internal Quality Assurance Cell**  
**Shree Agrasain College**  
**5/2A, Height Road, Liluah, Howrah-711204**