

2019-20



SAHEED KSHUDIRAM COLLEGE

KAMAKHYAGURI :: ALIPURDUAR :: PIN- 736202

(Affiliated to the University of North Bengal)

E-mail Id.- saheedkshudiramcollege@gmail.com, Website : www.skco.org

NAAC Accredited Grade "B"

Date: 1st July, 2019

All members of the IQAC Saheed Kshudiram College are requested to attend the general meeting of the academic session 2018-19 on 10th July 2019 at 3.00 pm at IQAC on following agenda:

1. Confirmation of the previous agenda
2. Decision regarding MOU with ICA different institutions and decision of collaborative activity with the same institutions.
3. Decision regarding the possibility of placement and job orient programme.
4. Miscellaneous

IQAC Coordinator
Saheed Kshudiram College

Coordinator
I.Q.A.C.

Saheed Kshudiram College
Kamakhyaguri, Dist. Alipurduar

Teacher-in-charge
Saheed Kshudiram College

Teacher-In-Charge
SAHEED KSHUDIRAM COLLEGE
KAMAKHYAGURI ALIPURDUAR

IQAC Meeting Resolution and Action Taken Report

Meeting Date: 10th July 2019

Agenda:

1. Confirmation of the previous agenda.
2. Decision regarding MOU with different institutions and collaborative activities.
3. Decision regarding the possibility of placement and job-oriented programs.
4. Miscellaneous.

Member Present:

1. Ajay Kumar Saha
2. Sr. B.
3. J. Saha
4. Renu Chatterjee
- 5.
6. Anay Malik
7. Sandip Malik
8. Suprajit
9. H. Saha
10. U. Saha
11. S. Roy
12. R.

Resolution:

Confirmation of the Previous Agenda:

- The previous agenda was confirmed unanimously with no amendments. Decision regarding MOU with Different Institutions and Collaborative Activities:
- It was resolved to proceed with establishing Memorandums of Understanding (MOUs) with the identified institutions.

- Collaborative activities such as joint research projects, faculty exchange programs, and student exchange programs were approved.
- Decision regarding the Possibility of Placement and Job-Oriented Programs:
- The possibility of implementing placement and job-oriented programs was thoroughly discussed.
 - It was agreed to initiate discussions with potential employers and industry partners to explore opportunities for placements and skill development programs.

Miscellaneous:

- Various miscellaneous matters were discussed, including upcoming events, academic calendar updates, and faculty development initiatives.

Action Taken:

MOU with Different Institutions and Collaborative Activities:

- The IQAC Coordinator was tasked with drafting MOUs and coordinating with the respective institutions.
- The Teacher-in-charge was assigned to oversee the implementation of collaborative activities and ensure effective coordination.

Placement and Job-Oriented Programs:

- A committee was formed to explore potential opportunities for placements and job-oriented programs.
- The committee will conduct market research, liaise with industry partners, and develop a comprehensive plan for implementation.
- The IQAC Coordinator and Teacher-in-charge will oversee the progress and provide necessary support to the committee.

Follow-Up:

- Regular follow-up meetings will be scheduled to review the progress of the action items.
- Updates and developments will be communicated to all IQAC members and relevant stakeholders.

[Signature]
IQAC Coordinator
Saheed Kshudiram College
 Coordinator
 I.Q.A.C.
Saheed Kshudiram College
 Kamakhyaguri, Dist. Alipurduar

[Signature]
Teacher-in-charge
Saheed Kshudiram College
 Teacher-in-Charge
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NAAC Accredited Grade "B"

Date: 1st, August,, 2019

All members of the IQAC Saheed Kshudiram College are requested to attend the general meeting of the academic session 2018-19 on 17th August, 2019 at 3.00 pm at IQAC on following agenda:

1. Confirmation of the previous agenda
2. Decision regarding the signature of MOU with the different institutions
3. Misc.

Ana-
IQAC Coordinator
Saheed Kshudiram College

Coordinator
I.Q.A.C.
Saheed Kshudiram College
Kamakhya Guri, Dist. Alipurduar

Sr. P.
Teacher-in-Charge
Saheed Kshudiram College
Teacher-in-Charge
SAHEED KSHUDIRAM COLLEGE
KAMAKHYAGURI ALIPURDUAR

IQAC Meeting Resolution and Action Taken Report

Meeting Date: 17th August 2019

Time: 3:00 pm

Venue: IQAC, Saheed Kshudiram College

Agenda:

1. Confirmation of the Previous Agenda
2. Decision Regarding the Signature of MOU with Different Institutions
3. Miscellaneous

Members Present:

1. Sr. Pr.
2. Ajay Kumar Datta
3. S. Ch.
4. Praveen Kumar
5. Shash.
6. S. M. K.
7. S. Nitika
8. H. G.
9. S. G.
10. S. V.
- 11.

12. Sandip Malhotra

Resolution:

1. Confirmation of the Previous Agenda:

- The minutes of the previous meeting were confirmed without any revisions.

2. Decision Regarding the Signature of MOU with Different Institutions:

- The importance of signing Memorandums of Understanding (MOUs) with different institutions was emphasized for fostering collaboration and academic exchange.
- Several potential institutions for collaboration were discussed, including other educational institutions, research organizations, and industry partners.
- Criteria for selecting partner institutions and the scope of collaboration were deliberated upon.
- It was unanimously decided to proceed with the signing of MOUs with selected institutions that align with the college's objectives and areas of interest.

3. Miscellaneous:

- Various miscellaneous matters were discussed, including updates on ongoing projects, upcoming events, and student feedback mechanisms.


Action Taken:


1. Signature of MOU with Different Institutions:

- A committee was formed to oversee the process of identifying potential partner institutions, drafting MOUs, and finalizing agreements.
- Criteria for selecting partner institutions will be established, considering factors such as academic reputation, compatibility of objectives, and potential benefits for students and faculty.
- The committee will initiate discussions with identified institutions and facilitate the signing of MOUs in accordance with the college's policies and procedures.

2. Miscellaneous Matters:

- Action points were identified for miscellaneous matters discussed during the meeting.
- Responsibilities were assigned, and timelines were established for addressing these matters.


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Saheed Kshudiram College
 Kamakhyaguri, Dist. Alipurduar


Teacher-in-charge
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SAHEED KSHUDIRAM COLLEGE
 KAMAKHYAGURI, ALIPURDUAR



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NAAC Accredited Grade "B"

Date: 21st, August,, 2019

All members of the IQAC Saheed Kshudiram College are requested to attend the general meeting of the academic session 2018-19 on 30th August, 2019 at 3.00 pm at IQAC on following agenda:

1. Confirmation of the previous agenda
2. Reconstruction of IQAC Committee and Selection of IQAC Coordinator
3. Misc.

Amrita
IQAC Coordinator
Saheed Kshudiram College

Coordinator
I.Q.A.C.
Saheed Kshudiram College
Kamakhya Guri, Dist. Alipurduar

Sy. R.
Teacher-in-Charge
Saheed Kshudiram College

Teacher-In-Charge
SAHEED KSHUDIRAM COLLEGE
KAMAKHYAGURI ALIPURDUAR

IQAC Meeting Resolution and Action Taken Report

Meeting Date: 30th August, 2019

Time: 3:00 pm

Venue: IQAC, Saheed Kshudiram College

Agenda:

1. Confirmation of the Previous Agenda
2. Reconstruction of IQAC Committee and Selection of IQAC Coordinator
3. Miscellaneous

Member Present:

1. Sr. Pr.
2. Ajay Kumar Saha
3. S. Ch.
4. Pranay Mallik
5. Sandip Mallik
6. S. M. S.
7. Ashok
8. Sumit
9. Jay
10. S. K.
11. R.

12. A. S.

Resolution:

1. Confirmation of the Previous Agenda:

- The minutes of the previous meeting were reviewed and confirmed without any objections.

2. Reconstruction of IQAC Committee and Selection of IQAC Coordinator:

- It was resolved to reconstruct the IQAC Committee to continue the IQAC routine activities.
- A discussion was held regarding the selection of the IQAC Coordinator. After thorough deliberation, Dr. Utpal Roy, Department of History was unanimously chosen as the IQAC Coordinator. The present IQAC composition is as follows:

Sl	Name	IQAC Designation	Designation	Department
1	Sri SmritiKanta Barman	Chairman	Teacher-in-Charge	Department of Bengali., Saheed Kshudiram College
2	Dr. Utpal Roy	Coordinator	Assistant Professor	Department of History, SaheedKshudiram College
3	Sri Ajoy Kumar Datta	Member	Associate Professor	Department of Political Science, Saheed Kshudiram College
4	Sri Haripada Paul	Member	Assistant Professor	Department of Geography, Saheed Kshudiram College
5	Dr. SetuChattopadhyay	Member	Assistant Professor	Department of Bengali, Saheed Kshudiram College
6	Dr. SwapnaMitra	Member	Assistant Professor	Department of History, SaheedKshudiram College
7	Sri PronoyMallick	Member	Assistant Professor	Department of Pol.Sc., SaheedKshudiram College
8	Sri SandipMallik	Member	Assistant Professor	Department of Sanskrit, Saheed Kshudiram College
9	Sri MadhyamMoktan	Member	Assisant Professor	Department of English, SaheedKshudiram College
10	Dr. Prosenjit Bose	Member	Assistant Professor	Department of Bengali, SaheedKshudiram College
11	Smt. ParnaGhosh	Member	Librarian	Department of Library, SaheedKshudiram College
12	Smt. SuklaGhosh	Member of Management	Sikaha Karmadhkhya, Kumargram Block	Kamakhyaguri
13	Sri Mihir Karmakar	Administrative Officer	B.D.O., Kumargram	Kumargram B.D.O. Office

14	Sri Jayanta Roy	Administrative Officer	Jt. B.D.O., Kumargram	Kumargram B.D.O. Office
15	AzimKuddush Bin Gani	Chairman	S.I. of Schools (PE)	
16	Sri Anil Ch. Talukdar,	Nominee of Local Society	Asst. Teacher, Chepani High School	Kamakhyaguri
17	Sri BiplobNarjinary	Member / Nominee of Employer.		Khoardanga, Alipurduar
18	Sri Dhiresh Ch. Roy	Nominee of Industrialist		Department of History, SaheedKshudiram College
19	Sri Swapan Roy	Nominee of Stakeholders.		
20	Sri Malay Dutta	Nominee of Alumni	Ex. Student, SaheedKshudiram College	

3. Miscellaneous:

- Various miscellaneous matters were discussed, including upcoming events, student feedback mechanisms, and academic initiatives.

Action Taken:

1. Reconstruction of IQAC Committee:

- The IQAC Committee was reconstructed, comprising representatives from faculty, administration, and other stakeholders.
- A list of committee members was drafted and circulated among the attendees.

2. Selection of IQAC Coordinator:

- Dr. Utpal Roy, Department of History was appointed as the IQAC Coordinator.
- Responsibilities and expectations of the IQAC Coordinator were communicated, including the coordination of IQAC activities, reporting, and liaison with stakeholders.

3. Miscellaneous Matters:

- Action points were assigned for various miscellaneous matters discussed during the meeting.
- Timelines and responsibilities were defined for the execution of these action points.



IQAC Coordinator
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Saheed Kshudiram College
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NAAC Accredited Grade "B"

Date:4th November, 2019

All members of the IQAC Saheed Kshudiram College are requested to attend the general meeting of the academic session 2019-20 on 16th November ,2019 at 3.00 pm at IQAC on following agenda:

1. Confirmation of the previous agenda
2. Discussion regarding the due AQAR submission
3. Different Committee Construction for IQAC
4. Miscellaneous

IQAC Coordinator
Saheed Kshudiram College

Coordinator
I.Q.A.C.
Saheed Kshudiram College
Kamakhyaguri, Dist. Alipurduar

Principal/TIC
Saheed Kshudiram College

Teacher-In-Charge
SAHEED KSHUDIRAM COLLEGE
KAMAKHYAGURI ALIPURDUAR

IQAC Meeting Resolution and Action Taken Report

Meeting Date: 16th November 2019

Time: 3:00 pm

Venue: IQAC, Saheed Kshudiram College

Agenda:

1. Confirmation of the Previous Agenda
2. Discussion Regarding the Due AQAR Submission
3. Formation of Different Committees for IQAC
4. Miscellaneous

Member Present:

1. S.R.
2. Ajay Kumar Datta
3. S.C.R.
4. Shobh
5. Prasad Mulla
6. Sunil Kumar
7. D.
8. Sandeep Mallik
9. Anil

10. Jay
11. S. Mithra
12. S. Key

Resolution:

1. Confirmation of the Previous Agenda:

- The minutes of the previous meeting were confirmed as presented.

2. Discussion Regarding the Due AQAR Submission:

- It was acknowledged that the Annual Quality Assurance Report (AQAR) submission is due.
- Members discussed the progress of data collection and documentation required for AQAR preparation.

- The IQAC Coordinator assured the members of timely completion and submission of AQAR.

3. Formation of Different Committees for IQAC:

- It was resolved to form different committees under IQAC to address specific aspects of quality assurance and enhancement.
- Committees were proposed for areas such as curriculum development, student feedback, faculty development, infrastructure, and community engagement.
- Members were assigned to each committee based on their expertise and interest.

4. Miscellaneous:

- Various miscellaneous matters were discussed, including upcoming events, student grievances, and faculty training programs.

Action Taken:

1. AQAR Submission:


- The IQAC Coordinator will oversee the completion of data collection and documentation required for AQAR submission.
- Timelines and responsibilities were assigned to ensure timely submission.

2. Formation of Different Committees:


- Different IQAC Committees were formed and members were assigned specific roles and responsibilities.
- Committee heads were tasked with initiating meetings and outlining action plans.

3. Miscellaneous Matters:

- Action points were identified for miscellaneous matters discussed during the meeting.
- Responsibilities were delegated, and timelines were set for the execution of these action points.


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NAAC Accredited Grade "B"

Date: 18th November, 2019

All members of the IQAC Saheed Kshudiram College are requested to attend the general meeting of the academic session 2019-20 on 18th November 2019 at 3.00 pm at IQAC on the following agenda:

1. Confirmation of the previous agenda
2. Decision regarding Alumni Association
3. Decision about the necessary steps to improve the Lab. Equipment and infrastructure.
4. Miscellaneous

IQAC Coordinator
Saheed Kshudiram College

Coordinator

Teacher-in-Charge

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KAMAKHYAGURI, ALIPURDUAR
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SAHEED KSHUDIRAM COLLEGE
KAMAKHYAGURI ALIPURDUAR

IQAC Meeting Resolution and Action Taken Report

Meeting Date: 18th November 2019

Time: 3:00 pm

Venue: IQAC, Saheed Kshudiram College

Agenda:

1. Confirmation of the Previous Agenda
2. Decision Regarding Alumni Association
3. Decision About Necessary Steps to Improve Lab Equipment and Infrastructure
4. Miscellaneous

Member Present:

1. Sr. Pr
2. Ajay Kr. Datta
3. J. Mishra
4. S. Das
5. Praveen Mallick
6. Ash
7. Jay Smallick
8. R
9. R

10. Sandip Mallick

11. Anil

Resolution:

1. Confirmation of the Previous Agenda:

- The minutes of the previous meeting were confirmed without any amendments.

2. Decision Regarding Alumni Association:

- It was unanimously agreed to establish an Alumni Association for Saheed Kshudiram College.
- The objectives and functions of the Alumni Association were discussed, including networking opportunities, mentorship programs, and fundraising initiatives.
- A committee was formed to oversee the establishment and operations of the Alumni Association.

3. Decision About Necessary Steps to Improve Lab Equipment and Infrastructure:

- Recognizing the importance of well-equipped labs and infrastructure, it was decided to take immediate steps to improve the same.
- A comprehensive assessment of existing lab equipment and infrastructure will be conducted to identify areas for improvement.
- Budget allocation and procurement processes will be initiated to acquire necessary equipment and upgrade infrastructure.
- Maintenance and regular monitoring mechanisms will be implemented to ensure optimal functioning of labs and infrastructure.

4. Miscellaneous:

- Various miscellaneous matters were discussed, including upcoming events, student grievances, and faculty development programs.

Action Taken:

1. Establishment of Alumni Association:

- The appointed committee will draft a proposal outlining the structure, objectives, and activities of the Alumni Association.
- Initial communication will be sent out to alumni to gauge interest and gather feedback.

2. Improvement of Lab Equipment and Infrastructure:

- A team will be formed to conduct an inventory and assessment of lab equipment and infrastructure.
- Based on the assessment, a budget proposal will be prepared for necessary upgrades and procurements.
- Maintenance schedules and protocols will be established to ensure the longevity and efficiency of lab equipment and infrastructure.

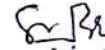
3. Miscellaneous Matters:

- Action points were assigned for miscellaneous matters discussed during the meeting.
- Responsible parties were identified, and timelines were set for the execution of these action points.



IQAC Coordinator
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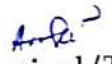
Date:1st April, 2020

All members of the IQAC Saheed Kshudiram College are requested to attend the general meeting of the academic session 2019-20 on 11th April 2020 at 3.00 pm at IQAC on following agenda:

1. Confirmation of the previous agenda
2. Implementation of Faculty/ Student Exchange programme
3. Discussion regarding the introduction of Experimental learning
4. Miscellaneous


IQAC Coordinator
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Coordinator
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Principal/TIC
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Teacher-In-Charge
SAHEED KSHUDIRAM COLLEGE
KAMAKHYAGURI ALIPURDUAR

IQAC Meeting Resolution and Action Taken Report

Meeting Date: 11th April 2020

Time: 3:00 pm

Venue: IQAC, Saheed Kshudiram College

Agenda:

1. Confirmation of the Previous Agenda
2. Implementation of Faculty/Student Exchange Programme
3. Discussion Regarding the Introduction of Experimental Learning
4. Miscellaneous

Member Present:

1. Sr. Pr.
2. Ajay Kumar Saha
3. S. Saha
4. S. Chandra
5. Pranay Mukherjee
6. S. Mitra
7. Ashok
8. R.
9. Gayatri
10. Anand

11. Sanjeev Kumar
12.

Resolution:

1. Confirmation of the Previous Agenda:

- The minutes of the previous meeting were confirmed without any revisions.

2. Implementation of Faculty/Student Exchange Programme:

- It was resolved to initiate a Faculty/Student Exchange Programme to promote academic collaboration and cultural exchange.
- Criteria for selection of partner institutions and participants were discussed.
- A committee was formed to oversee the planning, coordination, and evaluation of the exchange programme.
- The committee will draft guidelines and procedures for the implementation of the exchange programme.

3. Discussion Regarding the Introduction of Experimental Learning:

- Experimental learning methodologies were deliberated upon as a means to enhance student engagement and practical understanding.
- Various approaches to incorporate experimental learning into the curriculum were explored, including project-based learning, internships, and hands-on activities.
- The feasibility of introducing experimental learning across different disciplines was assessed.
- Faculty members were encouraged to explore innovative teaching methods and collaborate with industry partners for real-world learning experiences.

4. Miscellaneous:

- Various miscellaneous matters were discussed, including updates on accreditation processes, student feedback mechanisms, and upcoming events.

Action Taken:

1. Faculty/Student Exchange Programme:

- The committee formed will commence the selection process for partner institutions and participants.
- Guidelines and procedures for the exchange programme will be drafted and circulated among stakeholders.
- A timeline will be established for the implementation of the exchange programme, including preparatory activities and exchange periods.

2. Introduction of Experimental Learning:

- Faculty members will be encouraged to incorporate experimental learning methodologies into their teaching practices.
- Workshops and training sessions will be organized to familiarize faculty with different experimental learning approaches.

- Collaboration opportunities with industry partners will be explored to facilitate hands-on learning experiences for students.

3. Miscellaneous Matters:

- Action points were identified for miscellaneous matters discussed during the meeting.
- Responsibilities were assigned, and timelines were established for the execution of these action points.



IQAC Coordinator
Saheed Kshudiram College

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