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## SWARNAMOYEE JOGENDRANATH MAHAVIDYALAYA

Govt. Aided General Degree College | Estd.: 2014  
At+P.O.: Amdabad, P.S.: Nandigram, Dist.: PurbaMedinipur, PIN 721650  
www.sjmahavidyalaya.in | Email: sjmahavidyalaya@gmail.com

### Action Taken Report on various activities of the IQAC (Session 2022-2023)

#### IQAC Meeting no. 11 Date : 17.06.2022

**Agendum-3:** To note and approve Action Taken Report on the minutes of the meeting of, dated 22.03.2022

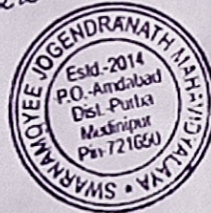
**Resolution:** The following actions were taken:-

Sl. No.	Action Taken Report
1.	<b>Resolution :</b> Proposal for organizing 30-hour course in "Spoken English" as Skill Development Programme. <b>Action Taken :</b> The programme of 30-hour course in "Spoken English" organised from 25.03.2022 to 14.05.2022
2.	<b>Resolution :</b> Workshop on 'Yoga' <b>Action Taken :</b> Workshop on 'Yoga' organized from 23.05.2022 to 30.05.2022.
3.	<b>Resolution :</b> One day Workshop on "Understanding NAAC and PAC Accreditation Process" <b>Action Taken :</b> Workshop organized on 25 <sup>th</sup> May 2022

*Prasad Ranjan Chakrabarti*  
17.06.2022  
(Mr. Prasad Ranjan Chakrabarti)

IQAC Coordinator  
I-Q-A-C  
Co-ordinator

Swarnamoyee Jogendranath Mahavidyalaya  
Amdabad, Purba Medinipur - 721650



*Ratan Kumar Samanta* 17.06.2022  
(Dr. Ratan Kumar Samanta)

The Principal and Chairman  
Principal

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### *Action Taken Report on various activities of the IQAC* (Session 2022-2023)

#### IQAC Meeting no. 12 Date : 09.07.2022

##### **Agendum-10: Analysis of feedback on Department taken from students(2021-22)**

**Resolution:** After analyzing the feedback, the house unanimously decided that a proposal will be sent to the departments of the college for taking initiatives to improve the academic progress from their end, and that a copy of this proposal shall be sent to the college authority. The proposal comprised the following:

- In order to enhance students' knowledge and abilities beyond the requirements of the curriculum, departments should arrange add-on, certificate, value-added, and skill development courses uniformly.
- Activities like workshops, internships, career counseling sessions, field work be organized regularly as these would considerably enhance students' employability.
- ICT tools should be incorporated more frequently in the classrooms.

##### **Agendum-11: Analysis of feedback taken from parents(2021-22)**

**Resolution:** After analyzing the feedback, the house unanimously decided that a proposal comprising the following points will be sent to the Governing Body for overall development of the college:

- Sufficient amount of teaching aids to be provided in the classrooms.
- Number of ICT-enabled classrooms should be increased at least 5.
- The construction of permanent college building be completed as soon as possible.
- The laboratories be furnished with more equipments.
- To enhance students' employability, books for preparing for competitive examinations should be acquired for the library.
- At least 6 computers should be allocated to the students of the college.

- Steps be taken for repairing the road connected with the college and improving the transport system, to facilitate students' attendance.

**Agendum- 12 :** To note and approve the Annual report regarding the programmes undertaken by the teachers in the session of 2021-2022

**Resolution :** The following report regarding the Faculty Induction Programme(FIP), Refresher Course(RC), FDP, etc undertaken by the teachers has been Unanimously approved.

**Annual report**

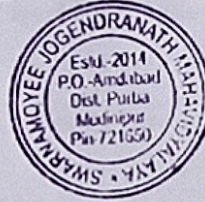
List of the teachers session-wise, participated in the Faculty Induction Programme(FIP), Refresher Course(RC), FDP, etc in the session of 2021-2022(01.06.2021-31.05.2022).

Sl No.	Name of the Teacher	Course	Duration of the course	Universities/Colleges/Institutions
1.	Narugopal Das	An Eight Day Text Reading National Workshop	23.06.2021 to 30.06.2021	Government General Degree College, Manbazar-II, Purulia
2.	Shri Aparesh Mondal	Refresher Course	04.08.2021 to 17.08.2021	Ranchi University, Ranchi
3.	Dr. Parimal Mondal	Refresher Course	10.08.2021 to 23.08.2021	Guru Nanak Dev University, Amritsar
4.	Subrata Bera	Skill Development and Changing Financial management System for Non Teachers of Universities and Colleges	26.08.2021 to 02.10.2021	University of North Bengal
5.	Mrs. Hiya Chatterjee	Refresher Course	02.09.2021 to 15.09.2021	Jamia Millia Islamia, New Delhi
6.	Dr. Durba Basu	Refresher Course	22.09.2021 to 07.10.2021	University Of North Bengal, Raja Rammohunpur, Darjeeling
7.	Shri Dipankar Sarkar	Faculty Induction Programme	01.10.2021 to 01.11.2021	Guru Nanak Dev University, Amritsar
8.	Dr. Madhumita Basu	Refresher Course	06.11.2021 to 20.11.2021	Jamia Millia Islamia, New Delhi
9.	Dr. Prasad Ranjan Chakrabarti	Refresher Course	06.12.2021 to 18.12.2021	Dr. Babasaheb Ambedkar Marathwada University Aurangabad, Maharashtra

10.	Miss. Arpita Majumder	Refresher Course	18.01.2022 to 01.02.2022	Jamia Milia Islamia, New Delhi
11.	Mr. Moyazzem Hossain Mondal	Faculty Induction Programme	22.02.2022 to 22.03.2022	Guru Nanak Dev University, Amritsar

*Prasad Ranjan Chakrabarti*  
09.07.2022  
(Mr. Prasad Ranjan Chakrabarti)

IQAC Coordinator  
I-Q-A-C  
Co-ordinator  
Swarnamoyee Jogendranath Mahavidyalaya  
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*Ratan Kumar Samanta*  
09.07.2022  
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### Action Taken Report on various activities of the IQAC (Session 2022-2023)

**IQAC Meeting no. 13**  
**Date : 28.09.2022**

**Agendum-8:** To note and approve the Action Taken Report as resolved in previous meeting, dated 09.07.2022

**Resolution :** Analysis of feedback collected form students and their parents.

**Action Taken :**

Every Head of Department has convened departmental meetings wherein the input gathered from students of 6<sup>th</sup> semester (session 2021-2022) and their parents has been thoroughly discussed. The minutes for the faculty's overall performance have then been turned in to the Honorable principal of our college.

**Agendum - 8:** Miscellaneous

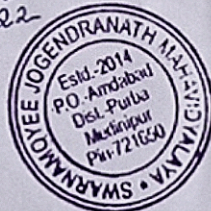
**Resolution :** The following Action Taken Report is noted and approved

- Workshop on Understanding NAAC accreditation process organized
- Induction Meeting for the students of 1<sup>st</sup> semester is done on 22.09.2022
- Teachers' Day successfully observed
- College Foundation Day observed successfully on 16.09.2022

*Prasad Ranjan Chakrabarti*  
28.09.2022  
(Mr. Prasad Ranjan Chakrabarti)

IQAC Coordinator  
I - Q - A - C  
Co-ordinator

Swarnamoyee Jogendranath Mahavidyalaya  
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*Ratan Kumar Samanta*  
28/09/22  
(Dr. Ratan Kumar Samanta)

The Principal and Chairman  
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### *Action Taken Report on various activities of the IQAC* (Session 2022-2023)

#### IQAC Meeting no. 14 Date : 20.01.2023

**Agendum-4:** To note and approve the Action Taken Report on requisitions as resolved (Agendum-4) in previous meeting, dated 28.09.2022

**Resolution:**

Sl no.	Resolution	Action Taken
i)	1 desktop computer dedicated to Preparation for NAAC assessment	Not purchased due to lack of funds
ii)	1 printer + scanner dedicated to Preparation for NAAC assessment	„
iii)	2 2TB external HDD for back up of NAAC documents	„
iv)	Safe for storing hard copies of NAAC documents	„
v)	Resolution books in adequate quantity for 5 years	Procurement of Resolution books in adequate quantity for 5 years
vi)	Braille books	Not procured
vii)	1 fully equipped seminar hall	As new seminar hall cannot be constructed due to lack of funds, room no. 16 has been furnished and various seminars will be held there.
viii)	Smart classrooms(6+2: 1 each for Honours departments, 1 for BA General, 1 for BSc General)	Till not arranged due to lack of funds
ix)	Whiteboards in all classrooms	Till not arranged
x)	Ramps for the differently-abled	Two Ramps for the differently-abled have been constructed

xi)	4 accessible toilets for the differently-abled (1 for Female teachers, 1 for male teachers, 1 for male students and 1 for female students)	4 accessible toilets for the differently-abled (1 for Female teachers, 1 for male teachers, 1 for male students and 1 for female students) have been built
xii)	More books will have to be purchased	Principal has sent a letter (Memo no. SJM/19/79/22, dated 8.06.2022) to TATA company requesting to provide some books for free.
xiii)	College authority will take the initiatives to make the college campus Wi- Fi zone	Wi-Fi enabled campus

**Agendum- 5 :** To note and approve the **Action Taken Report** on Preparation of Self Study Report for NAAC as resolved(Agendum-5) in previous meeting, dated 28.09.2022

**Resolution:**

Resolution	Action Taken
Resolved that an SSR preparing committee for the 1 <sup>st</sup> Cycle of NAAC accreditation be formed as soon as possible. <b>Self Study Report</b> has to be prepared by the members of this committee. Dr. Durba Basu, Assistant Professor and Head, Department of English, NAAC Coordinator and Dr. Prasad Ranjan Chakrabarti, Assistant Professor, Department of Sanskrit, have been selected as convenors of this committee.	<p>An SSR preparing committee for the 1<sup>st</sup> Cycle of NAAC accreditation has been formed to prepare <b>Self Study Report</b>. The convenors, sub-convenors and the members of this committee are as follows:</p> <p>*Convenors of NAAC Steering Committee</p> <p>Dr. Durba Basu, Dr. Prasad Ranjan Chakrabarti</p> <p><b>Criterion 1 : Curricular Aspects</b> Sub-Convenor : Dr. Durba Basu Members : TS &amp; NTS</p> <p><b>Criterion 2 : Teaching-learning and Evaluation</b> Sub-Convenor : Dr. Madhumita Basu Members : TS &amp; NTS</p> <p><b>Criterion 3 : Research, Innovations and Extension</b> Sub-Convenors : Aparesh Mondal &amp; Moyazzem Hossain Mondal Members : TS &amp; NTS</p> <p><b>Criterion 4 : Infrastructure and Learning Resources</b> Sub-Convenor : Dr. Parimal Mandal Members : TS &amp; NTS</p> <p><b>Criterion 5 : Student Support and Progression</b> Sub-Convenor : Hiya Chatterjee</p>

	<p>Members : TS &amp; NTS</p> <p><b>Criterion 6 : Governance, Leadership and Management</b>  Sub-Convenor : Dr. Prasad Ranjan Chakrabarti  Members : TS &amp; NTS</p> <p><b>Criterion 7 : Institutional Values and Best Practices</b>  Sub-Convenors : Sanjit Debnath &amp; Arpita Majumder  Members : TS &amp; NTS</p>
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**Agendum-6:** To note and approve Action Taken Report on Add-on Courses(Previous meeting date: 09.07.2022 & 05.10.2022)

**Resolution :**

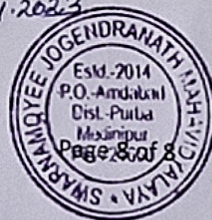
Sl. No.	Action Taken Report
1.	<p><b>Resolution :</b> Proposal submitted by the Dept. of Bengali for conducting 30 hours Add-on course on "Recitation". (Previous meeting date: 09.07.2022)  <b>Action Taken :</b> The programme of 30-hour course in "Recitation" organised 28.09.2022 to 13.01.2023</p>
2.	<p><b>Resolution :</b> Proposal submitted by the Dept. of Geography for conducting 30 hours Add-on course in "Fundamentals of Computer and Applications on Microsoft Office". (Previous meeting date: 09.07.2022)  <b>Action Taken :</b> The programme of 30-hour course in "Fundamentals of Computer and Applications on Microsoft Office" organized from 28.09.2022 to 28.11.2022.</p>
3.	<p><b>Resolution :</b> Proposal submitted by the Dept. of Sociology for conducting 30 hours Add-on course in "Health Inequalities and Social Justice". (Previous meeting date: 09.07.2022)  <b>Action Taken :</b> The programme of 30-hour course in "Health Inequalities and Social Justice" organized from 28.09.2022 to 12.01.2023.</p>
4.	<p><b>Resolution :</b> Proposal submitted by the Dept. of Education for conducting 30 hours Add-on course on "First Aid" (Previous meeting date: 05.10.2022)  <b>Action Taken :</b> The programme of 30-hour course in "First Aid"organised from 26.12.2022 to 01.01.2023</p>
5.	<p><b>Resolution :</b> Proposal submitted by the Dept. of Sanskrit for conducting 30 hours Add-on course in "Spoken Sanskrit". (Previous meeting date: 05.10.2022)  <b>Action Taken :</b> The programme of 30-hour course in "Spoken Sanskrit"organised from 26.12.2022 to 31.12.2022</p>

*Prasad Ranjan Chakrabarti*  
(Mr. Prasad Ranjan Chakrabarti) 20.01.2023

IQAC Coordinator

I-Q-A-C  
Co-ordinator

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*Ratan Kumar Samanta*  
(Dr. Ratan Kumar Samanta) 20/01/2023

The Principal and Chairman

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