



Phone : 2412-4082

# VIJAYGARH JYOTISH RAY COLLEGE

(Affiliated to The University of Calcutta)

8/2, BEJOYGARH, JADAVUR, KOLKATA - 700 032

ACCREDITED BY THENAAC - B+ Grade.

Ref. No.....

Date.....

**2020-21**



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A meeting of IQAC was held in Principal's Room on 09.06.2020 from 3:00 pm

Agenda 1: To consider the present situation of teaching-learning process.

Agenda 2: to evolve a strategic plan to impart a teaching-learning in the perspective of COVID situation.

Agenda 3: Misc.

The minutes of the previous meeting were read and confirmed by the house.

## Resolutions:

Agenda 1: Members present discuss the present situation of pandemic. They express their concern about the situation. After thorough discussion it has been resolved that online classes may be arranged for the students to make up their academic losses due to Covid. To impart desirable teaching learning process, FDP on ICT may be arranged for the teachers to make them up to date to cope up with the changing scenario. Resolved that, all round initiative will be taken in this regard.

Agenda 2: Resolved a strategic plan to impart teaching learning in the perspective of covid situation to achieve our vision, mission and objectives.

- Keeping in mind such a necessity, there has been a gradual introduction to ICT applications in conducting classes.
- Various ICT methodologies have been implemented in the teaching-learning process through strategic planning.
- Teachers use college and/or personal devices and networks to impart education using ICT.
- Classes are being regularly conducted through platforms like Skype, Google Classroom, Google Meet, Zoom, etc.
- Whatsapp is also used as a medium of imparting education to the students as well as interacting with them.
- In this pandemic situation, even the examinations of the college as well as those scheduled by the University, are being conducted in online mode. Right from distribution of question papers to collection and evaluation of scripts, every process is conducted in online mode to avoid social gathering.

Agenda 3: To consider the preparation of Academic Calendar. Though the situation is not congenial, still we have to develop an Academic Calendar as usual like previous year for the benefit of faculties and students and also a Work Audit Calendar for the Office.

The meeting ended with a vote of Thanks to the Chairperson

*Pranajit Das*  
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Resolutions of the meeting of the Internal Quality Assurance Cell (IQAC) Committee, Vijaygarh Jyotish Ray College on 28.08.2020 ( online mode) <https://meet.google.com/anw-xqiy-tsj>

Dr. Rajyasri neogy, Principal and Chairperson, IQAC, had chaired the meeting

Agenda:

1. Organization of national and international webinar
2. Organization of webinar on few important topics
3. Organization of Faculty Development program
4. Organization of programs which can motivate the students.
5. Preparation Of Academic Calendar
- 6 Motivation of the students to participate different outreach activities and community development programmes organized by NCC and NSS (online mode)
7. Preparation of AQAR 19-20 preparation

Misc:

The minutes of the previous meeting were read and confirmed by the House.

Agenda no 1: Resolved that the proposal for organizing National and International webinar by the different Departments during this academic session will be considered and the organising Departments will be requested to frame organizing committee for this purpose.

Agenda 2: Resolved that IQAC team will take initiative for organization of webinar on Intellectual Property Right.

Agenda 3: Resolved that more importance will be given regarding the participation of Faculty development program e.g. Refresher Course, Orientation Course , different workshops of ICT, and resolved that more importance will be given on the ICT empowerment in Teaching- learning system in our college.

Agenda 4: Resolved that Different programs e.g. quiz, debate cultural program will be organized online mode for continuous motivation for the students and to boost up their creativity.

Agenda 5: Resolved that Academic calendar will be created for this session for proper awareness of the students about the Examination schedule

Agenda 6: Resolved that IQAC team will prepare AQAR 19-20 and will take all responsibilities for the submission within 31<sup>st</sup> Aug, 2020 and will pass through GB meeting.

Misc: The participation certificate of the faculties to the previous webinar was recorded.

The meeting ended with a vote of Thanks to the Chairperson.

*Prasenjit Das*  
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Resolutions of the meeting of the Internal Quality Assurance Cell (IQAC) Committee, Vijaygarh Jyotish Ray College on 13.10.2020 (online mode) (<https://meet.google.com/gcd-axzw-vrd>)  
Dr. Rajyasri neogy, Principal and Chairperson, IQAC, had chaired the meeting

Agenda:

1. Feedback for the stake holders
2. Application of Innovative teaching methods in teaching- learning
3. Organization of webinar in academic collaboration with NAAC

The minutes of the previous meeting were read and confirmed by the House. It was announced that AQAR 19-20 was successfully uploaded and all other planning regarding agenda 1, 2, 3, 4 and 5 and 6 were successfully implemented. More national and international webinar and community development activities will be organized throughout the year.

Agenda 1: Resolved that IQAC team will take initiative for the feedback in the institution like previous year and will analyze the data and will also take measure to upgrade the required field.

Agenda 2: Resolved that more importance will be given on the innovative teaching methods to motivate the students by organizing student's seminar, subject quiz, wall magazines, etc.

Agenda 3: Resolved that webinar IQAC team will take initiative to organize the webinar in academic collaboration with NAAC.

Misc: The Speaker panel of the previously discussed ( in previous meeting) webinar was finalized.

The meeting ended with a vote of thanks to the Chairperson.

*Prasenjit Das*  
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Resolutions of the meeting of the Internal Quality Assurance Cell (IQAC) Committee, Vijaygarh Jyotish Ray College on 01.11.2020 (online mode) (<https://meet.google.com/zno-rhkj-say>)

Dr. Rajyasri neogy, Principal and Chairperson, IQAC, had chaired the meeting

Agenda 1: Mentoring of the students

Agenda 2: Organization of different programs for the students for overall development of the students

Agenda 3: Measures for the slow learner and advanced learner

Agenda 4: Up gradation of the college library

Agenda 5: Motivation of the students to participate different outreach activities and community development programmes.

Agenda 6: Discussion about the organization of Gender Sensitization program and inclusion in the list of future actions.

The minutes of the previous meeting were read and was announced that the planning under agenda 1, and 2 of previous meeting were successfully implemented and the program under agenda 2 will be continued throughout the year and the planning under agenda 3 will be implemented on 03.11.2020.

Agenda 1: Resolved that mentoring of the students will be done like previous year departmental full time teachers will take initiative for mentoring their departmental students.

Agenda 2: Resolved that the different institutional programs for the student's e.g. counseling, gender sensitization program, Career awareness program will be organized

Agenda 3.: Resolved that different measures will be taken e.g. for slow learner remedial class will be taken and for advanced learner students student's seminar, student's publication will be arranged.

Agenda 4 : Resolved that up gradation of college library will be done by making the library physically challenged friendly.

Agenda 5: Resolved that students will be motivated for participation to outreach program of the other colleges and to participate in community development program and departmental teachers will take initiative.

Agenda 6: Resoled that for the maintenance of gender equality in the college environment more importance will be given on the organization of gender sensitization program and it is also included in the future activities.

Misc: IQAC team recorded the PhD awarded by the faculty.

The meeting ended with a vote of thanks to the chair person.

R. neogy

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Resolutions of the meeting of the Internal Quality Assurance Cell (IQAC) Committee, Vijaygarh Jyotish Ray College on 08.11.2020 (Offline mode)

Dr. Rajyasri neogy, Principal and Chairperson, IQAC, had chaired the meeting.

- Agenda 1: Research publication and book chapter writing by the faculty
- Agenda 2: Green Audit and Academic Audit
- Agenda 3: Academic collaboration and MOU
- Agenda 4: Academic Linkage
- Agenda 5: Motivation of faculties for PhD enrollment
- Agenda 6: Infrastructural Development
- Agenda 7: Observation and celebration of different important days

The minutes of the previous meeting were read and was announced by the House that Programs under agenda 1, 2 and 3 of previous meeting were successfully implemented and will be continued throughout the year and program under agenda 4, 5 and 6 are under processing.

Agenda 1: Resolved that more Importance will be done for research publication and edited book chapter writing by the faculty.

Agenda 2: Resolved that Green audit, Academic audit will be done like previous year.

Agenda 3: Resolved that academic collaboration and MOU will be generated.

Agenda 4: Resolved that academic linkage will also be generated.

Agenda 5: Resolved that Faculties will be motivated to participate in PhD program, Research and guidance cell will take initiative in this case.

Agenda 6 : Resolved that infrastructural development will be done with the help of RUSA grant.

Agenda 7: Resolved that different memorable days e.g Independence Day, National Science day, International Mother's Language Day, International Women's Day, World Environment Day, Birth day of Swami Vivekananda, Rabindra Nath Tagore, Netaji Subhas Chandra Bose, World Mathematics Day etc will be observed and program will be organized.

Misc. : The name of the event for observation of International Mother's Language Day and the speaker for program of Celebration of National Science Day was recorded.

The meeting ended with a vote of thanks to the chair person.

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Resolutions of the meeting of the Internal Quality Assurance Cell (IQAC) Committee, Vijaygarh Jyotish Ray College on 12.04.2021  
(<https://meet.google.com/tqd-eiys-kbj>)

Dr. Rajyasri neogy, Principal and Chairperson, IQAC, had chaired the meeting

Agenda 1: Uploading of learning resources

Agenda 2: Update of College website

Agenda 3: Organization of workshop on research methodology

The minutes of the previous meeting were read and was announced by the house that the planning under agenda 1, 2 and 6 and 7 of previous meeting are under processing and program under agenda 3, 4 and 5 of previous meeting have been successfully implemented.

Agenda 1: Resolved that Departmental Heads will be requested to upload the Learning resources in the College website.

Agenda 2: Resolved that college website will be upgraded.

Agenda 3: Resolved that workshop on research methodology will be organized.

Misc: Few grievances of the college students related to the previous university Examination were recorded and these cases were solved with the help of grievance cell.

The meeting ended with a vote of thanks.

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Plan of action	Achievements/Outcomes
Initiatives for an online radio channel of the college for 360° awareness of the stakeholders	Inauguration of Radio Kolkata (Radiokolkata.org) on 02.11.2021
Initiatives for participation in NIRF	Participated in NIRF 2021
Preparation for Academic and Administrative Audit	Academic and Administrative Audit prepared
Initiatives for Green Audit	Green Audit is done by an authorized external agency
Collecting feedback from all the stakeholders (viz. students, teachers, alumni, guardians, and employers) as well as Student Satisfaction Survey, analyzing the reports thoroughly, and taking various actions based on the analysis	Introduction of 17 add-on/certificate courses and arrangements for internships for the students to enhance their employability
Stronger Student mentoring mechanism to overcome issues related to prolonged lockdown and career	Arrangement of various career counseling, personality development, and motivational programs as well as programs on yoga for the overall wellbeing of the students
Transparent and robust grievance redressal system	Few grievances of the college students related to the previous university Examination were recorded and these cases were solved with the help of the grievance cell
Arranging webinars on important cross-cutting issues in Higher Education Sector	Organization of webinar on- (i) "National Education Policy 2020: From the Lens of Inclusion" and (ii) "Understanding of Qualitative and Quantitative Metrics in the evaluation by NAAC"
FDP/E-workshop for teachers on the use of various ICT tools for effective online teaching-learning activities	A few FDPs/E-workshops were successfully arranged with a good number of participants to address this issue.
Arranging webinars on Professional ethics including research methodologies	A few webinars were arranged successfully to address these issues
Initiatives for gender sensitization programs	A few gender sensitization programs were arranged
Initiatives for scientific webinars/awareness programs on COVID 19 issues, health & nutrition as well as Environment & sustainability	A few webinars/awareness programs were arranged successfully to address these issues

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Initiatives for e-waste management	Proper disposal of college e-waste through a Government approved agency and arrangement of a webinar on e-waste management
Preparation of Academic Calendar	Prepared, published on the college website, and maintained
Initiatives for outreach programs	Arrangement of various outreach programs through NSS and NCC units of the college
Better access to the college library through online mode during lockdown	Upgradation of library e-resources through ILMS for better accessibility of teachers and students
Motivating the teachers to develop e-content for slow learners	Almost all teachers prepared e-content and made these available to the students
Motivating students to participate in quiz, debate, and e-poster competitions and to publish in journals	Many students participated in such programs arranged by the college as well as other colleges
Initiatives for memorial awards to meritorious students	Fund for such awards was generated through philanthropies by the college teachers and a ceremony was organized
Observation and celebration of various important days	Observed and celebrated Independence Day, Republic Day, National Science Day, Earth Day, International Mother language Day, International Women Day, World Environment Day, Birthdays of Swami Vivekananda, Rabindranath Tagore, Netaji Subhash Chandra Bose, etc. in either online or offline mode
Motivating teachers/departments for writing articles in journals and/or books	Teachers of the college published 49 articles in journals and 56 articles as book chapters in this academic year
Initiatives for academic collaborations including academic linkages and MoUs	71 such collaborations were made in this academic year
Master class and/or lecture series by competent resource persons to augment the teaching-learning process	Many such programs were arranged by the departments for the students
Expansion of Wi-Fi coverage and internet bandwidth on the college campus	Wifi coverage expanded and internet bandwidth was upgraded to 150 Mbps.

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