

20.06.2018

NOTICE

Meeting of the Internal Quality Assurance Cell (IQAC)

A Meeting of Internal Quality Assurance Cell (IQAC), Maheshtala College has been called on 03rd July, 2018 at 2 PM in the college with following agenda.

AGENDA:

- 1) Confirmation of minutes of last meeting
- 2) Introduce of Mentorship Programme
- 3) Plan of action for 2018-19
- 4) Academic Administrative Audit
- 5) Organizing workshops and seminars
- 6) 'Vidya Amritam' Scholarship
- 7) Miscellaneous.

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Minutes of the Internal Quality Assurance Cell (IQAC) Date- 03.07.18

Resolutions:

1. Minutes and resolutions of previous meeting read and confirmed.
1. **Introduction of Mentorship Programme:**

The proposal from NAAC for the introduction of a Mentorship Programme was discussed and approved. It was decided to implement the programme from the upcoming academic session, with detailed guidelines to be prepared and circulated among the faculty members.
2. **Plan of action for 2018-19:**

The following plan of action for the academic year 2018-19 was approved:

 - Enhancement of teaching and learning resources.
 - Introduction of new Certificate/ Value Added courses and workshops.
 - Strengthening of research activities.
 - Encouragement of community outreach programs.
3. **Academic Administrative Audit:**

It was resolved to conduct an Academic Administrative Audit (AAA) during the current academic year. The audit will cover various academic and administrative aspects to ensure the quality and efficiency of the college's operations.
4. **Organizing workshops and seminars:**

The committee decided to organize various workshops and seminars throughout the year on topics relevant to faculty Induction, student skill enhancement, and emerging trends in education and research.
5. The 'Vidya Amritam' Scholarship program was launched by Maheshtala College with the aim of providing financial assistance to meritorious and economically disadvantaged students. This initiative seeks to promote higher education and ensure that deserving students have the opportunity to pursue their academic goals without financial constraints.

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Meeting of the Internal Quality Assurance Cell (IQAC)

A Meeting of Internal Quality Assurance Cell (IQAC), Maheshtala College has been called on 04th December, 2018 at 3 PM in the college with following agenda.

AGENDA:

- 1) Confirmation of minutes of last meeting
- 2) Review of Mentorship Programme
- 3) Review of Scholarship 'Vidya Amritam'
- 4) NSS Programmes & Green Campus initiatives
- 5) Organizing workshops on CAS
- 6) Miscellaneous.

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Resolutions:

1. Confirmation of minutes of last meeting:

The minutes of the last meeting held on 03rd July 2018 were read and confirmed unanimously.

2. Review of Mentorship Programme:

The progress and impact of the Mentorship Programme were reviewed. Positive feedback was noted from both mentors and mentees. It was decided to continue the program with minor improvements, including more frequent mentor-mentee interactions and additional training sessions for mentors.

3. Review of Scholarship 'Vidya Amritam':

The performance and impact of the 'Vidya Amritam' Scholarship were reviewed. It was observed that the scholarship has significantly benefited the students, reducing dropout rates and enhancing academic performance. The committee resolved to increase the number of scholarships awarded next year and to seek additional funding sources.

4. NSS Programmes & Green Campus initiatives:

The committee reviewed the various NSS programmes and green campus initiatives undertaken. It was decided to increase student participation in community service and environmental conservation projects. A proposal to install more recycling bins and promote waste segregation on campus was approved.

5. Organizing workshops on CAS (Career Advancement Scheme):

The need for workshops on the Career Advancement Scheme (CAS) was discussed. The committee resolved to organize a series of workshops aimed at faculty development, focusing on the CAS process, research methodologies, and professional growth. Dates and resource persons for these workshops will be finalized soon.

6. Miscellaneous:

- **Library Resources:** A proposal to update and expand the library resources, including the addition of more e-books and journals, was approved.
- **Infrastructure Improvement:** The need for infrastructure improvements, such as better classroom facilities and upgraded lab equipment, was discussed. It was decided to conduct a detailed assessment and prioritize the necessary upgrades.
- **Student Feedback System:** The introduction of an anonymous student feedback system to gather constructive feedback on teaching methods and campus facilities was proposed and approved.

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