

**Proceedings of IQAC-NAAC steering Committee meeting dated 13-03-18 held in Nivedita Hall at 10:30 am**

**Agenda:**

- Best Practices of the college
- New student welfare measures
- SSR criteria
- Miscellaneous

**Confirmation of the minutes of previous meeting dated 20-02-18**

The minutes of the previous meeting were read by the Coordinator, IQAC and were confirmed by the members present.

**Minutes**

1. Resolved that free Breakfast to be provided for economically challenged students.
2. Resolved that Medical Camps e.g., Thalassemia Awareness Camps, Blood Donation Camps, Breast Cancer awareness programs be held in increasing numbers.
3. Resolved that Mentoring by teachers be introduced to provide academic and psychological guidance to the students.
4. Record of Student Progression to be maintained for NAAC documentation, Alumni Association to be contacted in this connection.
5. Reports to be collected from Career Counseling Cell for NAAC documentation
6. Resolved that regular maintenance of lift and rest room to be carried out for the convenience of the differently-abled
7. Resolved that all students' wash rooms be renovated

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

**Action Taken Report**

- Room in the Administrative Building has been allotted for free Medical Consultation and Psychological Counseling. Medical Doctor and psychologist have been engaged.
- Herbarium constructed on the top floor of the administrative building
- Rooms in the Administrative Building have been allotted for Environmental Science and Zoology Laboratories. Laboratory Equipment installation is in progress
- Value –Orientation Camp for students held in Vivekananda Nidhi, Serampore
- Student Seminars on “Women in Literature” and the “Representation of Women in Media” were held by the Departments of English and Sociology.
- Literary Quiz was held by the Department of English .
- Endowment Lectures were held by the Depts. of Chemistry, Philosophy and Sanskrit.