

Proceedings of the meeting of IQAC held on 06-09-2021 in Nivedita Hall, Jogamaya Devi College at 11 am

Item No. 1

Confirmation of the proceedings of the online IQAC meeting held on 07-04-2021

The proceedings of the previous online IQAC meeting held on 07-04-2021 were confirmed.

Item No. 2.

Action Taken Report

The Coordinator informed that

- Solar panels have been installed in the Administrative Building and are fully operational.
- The following steps have been taken to increase the retention of students admitted to the various courses offered by the college:
 - Personalised welcome mail from Principal to each student informing her of all the services offered by the college apart from curriculum delivery.
 - Special classes on subject specific computer programmes, processing of statistical data and career counselling programs.
- A community service centre called ‘Sister Nivedita Community Service Centre-JDC’ has been started by the college with both teacher and student members to reach out to the elderly and people affected by the pandemic.
- The recommendations of the internal AAA team are being closely followed
- Arrangements have been made for a 30-hour course on upcycling of discarded material which is to be conducted by the college where both trainer and trainees will be college students. The college will also provide the necessary space for a ‘Trash to Treasure Boutique’ where the upcycled products may be displayed and sold.
- Arrangements have been made for the following courses on foreign languages:
 - German Course to restart in online mode
 - New French Course to start from this session

Item No. 3

Resolutions taken in present meeting

- External Academic and Administrative Audit to be conducted in the last week of September, 2021 for the sessions 2017-18, 2018-19 and 2019-2020.
- Green Audit to be conducted within this month and Energy Audit to be conducted as soon as possible for the sessions 2017-18, 2018-19 and 2019-2020.
- A Virtual programme ‘A Trip Down Memory Lane’ to celebrate the near completion of nine decades of the college’s existence to be held in which the achievements and contributions of some of the college’s noted alumni and ex-teachers will be highlighted.

- An Interdisciplinary lecture series to be held shortly with external as well as internal resource persons.
- Digitisation of old and rare books in the college library is to be started soon.
- A library website is to be created which will provide access to our digital repository and links to other libraries.
- Library to organise a Book Donation Drive. Books to be collected from teachers, ex-teachers and ex-students of the college.
- An e-content development facility is to be set up soon in the administrative building.
- An outline of the activities to be conducted and facilities to be made available to the students in the new campus of the college soon to be chalked out.
- Possibility of introducing a Spanish Language Course to be explored.
- As a mark of respect to the memory of Lila Majumdar (the first lady teacher of the college), translation of a few books written by her to be done.

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