

MINUTES

Meeting of the Internal Quality Assurance Cell (IQAC) of Azad Hind Fouz Smriti Mahavidyalaya, Domjur, Howrah, held on 19.07.2019 at 3.00 p.m. in the principal's chamber.

Members present:

Dr. Asim Kumar Ghosh
Partha Pratim Mukherjee
Dr. Aditi Sengupta
Dr. Mrinal Kanti Mondal
Dr. Nityananda Mandal
Dr. Palash Bandyopadhyay
Sri Asish Kumar Paul.

Dr. Asim Kumar Ghosh, Principal, took the chair.

Agenda 1: To confirm the proceedings of the previous meeting.

The proceedings of the previous meeting were read out and confirmed.

Agenda 2: Academic Affairs.

The Co-Ordinator, IQAC reported that online admission to the semester-I under CBCS for the academic session 2019-2020 is going on. Classes will commence after the completion of university examination. The principal pointed out that admission to reserved seats in B.A., B.Sc. and B.com. Honours and General courses are not satisfactory at all and it remains a matter of concern to fillup of those seats. The IQAC unanimously requested the principal to contact the District Welfare Officer, Backward Classes Welfare & Tribal Development, Howrah and apply for de-reservation of seats.

Agenda 3: Refund of Application and Admission Fees.

The IQAC recommended refund of money to applicants who have applied in more than one courses during the admission process and even taken admission in other colleges provided they have not blocked their seats.

Agenda 4: Students' Feedback:

The IQAC had conducted the students' feedback earlier in the year. The Feedback was analysed and read out.

1. Feedback was obtained from the outgoing students of Session 2018-19. Out of 511 enrolled students 311 submitted feedback which is 60.09%.
2. Feedback obtained from the students on different aspects are given below:
 - a. More than 93% students think teaching-learning in the college is good or excellent.
 - b. More than 82% students think class rooms and laboratories in the college are good or excellent.
 - c. More than 73% students think college library and reading room in the college is good or excellent, 23.47% students think that this facility is of average quality.
 - d. More than 78% students think college office support is good or excellent for any query and activity in the college.
 - e. More than 56% students think co-curricular activities in the college is good or excellent but more than 43% students are not satisfied with the co-curricular activities organized in the college as they think it is average or poor.
 - f. More than 58% students think college games and sports are good or excellent. But more than 41% students are not satisfied with the college games and sports organized in the college as they think it is average or poor.
 - g. More than 67% students think N.S.S. and Extension activities in the college are good or excellent.
 - h. More than 50% students are not satisfied with the college canteen and common rooms in the college as they think it is average or poor.
 - i. More than 56% students are satisfied with the college washrooms.
 - j. More than 72% students are satisfied with the overall college campus.

Feedback Analysis Report will be submitted to the Principal for further action.

Agenda 4: Miscellaneous.

The members did not raise any issue for discussion under 'Miscellaneous'.

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

**Azad Hind Fouz Smriti Mahavidyalaya
Domjur, Howrah**

ACTION TAKEN REPORT

**REPORT OF THE ACTIONS TAKEN AGAINST RESOLUTIONS ADOPTED IN THE
ONLINE MEETING HELD ON 19.7.2019.**

1. Letter seeking de-reservation of seats owing to non-fulfillment of seats belonging to reserve categories in favour of the students of Unreserved Categories was sent to District welfare officer, Department of BCW vide letter no 90/19-20 dated 06.07.2019 the permission was accorded vide letter ref no : 437 BCW/How dated 08.07.2019.
2. Admission fees of 24 (Twenty Four) students were refunded.
3. On the basis of feedback from the students it was resolved that the following actions are to be taken up:
 - a) Co-curricular activities of the college must be organized regularly.
 - b) The college Canteen must provide more items to the students and in sufficient quantity. Cleanliness of the Canteen will be ensured by surprise visits.
 - c) Games and Sports will be organized regularly. Apart from Annual Sports provisions will be provided for regular outdoor and indoor games.
 - d) The college washrooms will be maintained so that students do not face difficulties.



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