

# BHAIRAB GANGULY COLLEGE

(Government Aided)

'A' Accredited Institute by NAAC

Belgharia, Kolkata-700 056

Phone : (033) 2553 2280 / (033) 2564 3191

E-mail : principal.office@bhairabgangulycollege.ac.in

bhairab1968@gmail.com

Website : www.bhairabgangulycollege.ac.in



Ref. No. ....

Date .....

Minutes of the meeting of IQAC held on 02-06-2020 and Action Taken Report (online mode)

## Minutes of the meeting

1. Online classes and evaluation of student progress
2. Student feedback and their requirements were discussed
3. Workshop for teachers about online mode of teaching and evaluation
4. A common platform for conducting online

## classes Action Taken

1. Data was collected from all departments about status of completion of syllabus and online classes conducted for all courses of Semester January-June 2020.
2. Departments were informed to complete internal evaluations through online mode and to prepare for commencement of next semester.
3. All Departmental In-charges were informed about online certificate program on Virtual Classroom Teaching organized by Classle SKILLNET Team on 4<sup>th</sup> and 6<sup>th</sup> June 2020. All teachers were encouraged to participate.
4. A one day State Level Webinar titled "Post Pandemic Teaching-Learning Method: A Paradigm Shift" organized by IQAC, Bhairab Ganguly College in collaboration with IQAC, Sree Chaitanya College, Habra was scheduled to be held on 15<sup>th</sup> June 2020.
5. Workload for the Webinar organization was divided amongst IQAC members.
6. Routine Committee was informed to make a central routine for online synchronous classes for Semester July-December 2020.
7. Planning of learning management system (LMS - Moodle) installment and implementation for all semester courses.
8. IQAC proposed training programs for teachers to familiarize them with Moodle.

Members present:

Dr. S. K. Das (Vice-Principal)

Dr. S. Dewan (Co-ordinator, IQAC)

Dr. P. Karar *P. Karar*

Dr. T. S. Maity *T. S. Maity*

Dr. D. Bhadria *D. Bhadria*

Dr. R. K. Grewal *R. K. Grewal*

Smt. J. Singh *J. Singh*

Sri. M. Halder *M. Halder*

*S.K. Das*  
Dr. S. K. Das  
(Chairperson and Vice-Principal)  
Vice-Principal  
BHAIRAB GANGULY COLLEGE  
Belgharia, Kol-56



*S. Dewan*  
Dr. S. Dewan  
(Coordinator IQAC)  
IQAC  
Bhairab Ganguly College  
Belgharia, Kolkata-700056