



Date of the meeting	Resolutions	Action Taken Report
12.08.2017	Resolved that the attendance-linked student feedback for first-year students, approved at the Teachers' Council meeting, be distributed among students of the Arts & Science in September.	Deployment to be completed
	Resolved that a seminar on Academic Administration would be organized on 28th	Seminar on Academic Administration was organised by IQAC - early in 2018.
	Resolved that Tutorial Classes would be introduced in the Arts and Science section.	Tutorial classes introduced in Arts & Science sections.
	Resolved that some members of the non-teaching staff would be sent to either to Ram Krishna Mission School of Languages or the Institute of English for a course in Business / Official communication/ correspondence.	Proposal is being processed.
	Resolved that a meeting of all the Vice Principals/ Heads of Department/ Coordinators of Arts / Science/ Commerce/ BBA would be convened to resolve the accommodation problem faced by various departments to minimize overlapping of classes.	New classrooms have been added, and the meeting of the academic heads have successfully resolved the problem of overlapping allotment. BBA has shifted to another building.
27.01.2018	Resolved that groups of two/ three teachers would be entrusted with the responsibility of collecting data for NAAC, making periodic assessments of	Groups of teachers have been delegated to collect data for NAAC, to ensure timely compilation of data.
	Resolved that a MOU be signed with Behala College for faculty sharing & collaboration for holding seminars and workshops, involving only the Arts & Science sections only at the initial stage.	MOU signed with Behala College for faculty sharing & collaboration for holding seminars & workshops, particularly in the Arts & Science sections.
	Resolved that the system of mentorship be introduced forthwith, especially in the Arts & Science section and specific classes be allotted for the purpose.	System of mentorship was introduced especially in the Arts & Science sections with specific classes allotted for the purpose.
03.03.2018	Resolved that an appeal would be made on behalf of IQAC before the Governing Body of the college to introduce cash awards for members of the faculty for the best paper published in journals.	Cash incentives to faculty members winning best paper awards in academic seminars have been introduced.
	Resolved that an expert from the W.B. State University of Law & Juridical Sciences would be invited by the IQAC to deliver a lecture on intellectual Property Rights (IPR) to generate awareness of the relevant legislation.	An expert from the West Bengal State University of Law & Juridical Sciences was invited to deliver a lecture on 10th March, 2018.
	Resolved that a Green Audit would be conducted in the college to assess the carbon footprint of the college with the aid of external experts and internal faculty members.	A Green Audit was conducted in the college to assess the environment - friendly measures adopted by the college by an external agency, and a report prepared.