Lalgola College

(Recognized by U.G.C. & Affiliated to University of Kalyani, NAAC Accredited)

Estd. 2005

P.O.: Lalgola • Dist. Murshidabad • West Bengal-742148

Phone: 9434943869, Tele Fax: (03483) 274 900

E-mail: lalgolacollege@gmail.com , website: www.lalgolacollege.ac.in

Dates	IQAC Minutes of Meetings	Actions Taken Reports
10.07.2019	1.To run the academic activities effectively of both CBCS and Yearly modes. 2. To encourage the use of ICT during teaching learning activities. 3.To motivate different departments to organize seminars and other co-curricular activities 4. To encourage the eligible faculties to attend Faculty Induction Programme, Refresher course and short-term courses	Academic activities wereconducted for both CBCS and Yearly modes. 2. Initiatives were taken to enhance ICT facilities of the institution. 3 Department of Education successfully organized a seminar on "Foundations in Education: Trending Issues." 4. Eligible faculties successfully completed their respective programmes.
06.11.2019	1.To plan the process of conducting both Internal Assessment and university examination in due time. 2. To grant leave to concerned faculty to attend his/her Refresher course. 3. To organize social outreach programmes with the help of NSS and other departments. 4. To encourage all the departments to conduct Parents Teacher Meeting as a part of Students Satisfaction Survey.	1.Internal Assessments were conducted as per university guidelines. University Examination was conducted smoothly as per schedule. 2.Concerned Faculty successfully completed her Refresher course. 3. Several departments collaborated to organize an awareness programme on Plastic pollution and its consequences. 4. PTMs were conducted by several departments as a part of SSS.
08.04.2020	1. To organise urgent online meeting with all teaching and non-teaching staff to strategize academic	An urgent online meeting was conducted by the college authority to discuss how to tackle the challenges of teaching learning system

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	activities during the newly imposed lock down.	amid an unprecedented pandemic situation. Teachers were instructed to plan the newly adopted online mode of teaching-learning.
	2.To maintain the smooth functioning of the office work through the online mode.	2. The non-teaching staff were categorically instructed to maintain the smooth functioning of the office work by switching to the necessary online mode. Almost all the work was to be carried out through the online mode to ensure the safety of the staff during the pandemic situation.
	3. To reach out to students residing in remote places and make them aware of the new plan of actions.	3. Teachers effectively reached out to the students of their respective departments to communicate to them about the newly adopted plans of action. Students were guided about the usage of the digital medium during the challenging times.
	4. To overcome the imminent challenges of effectively using the digital mediums and online platforms.	4. The teaching and non-teaching staff, under the guidance of the then TIC dedicated themselves to make the newly adopted system effective.
10.06.2020	1. To assess the newly effective online system of work – both academic and non-academic work.	1. The teaching and non-teaching staff met online to evaluate the newly effective online mode of teaching-learning and other office work.

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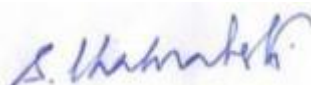| | 2. To plan the first phase of evaluation in the form of Internal Assessment in the days to come through the digital platforms. | 2. It was decided that the students will be instructed to take part in the upcoming Internal Assessments through the already effective online mode and their answer scripts will also be evaluated online by the respective departments. |
| | 3. To deal with the problem of disbursement of the remunerations of the guest faculties of the institution. | 3. The Accounts Department, under the supervision of the TIC, arranged to disburse the due remunerations of the faculties. |

Teacher in- Charge

Lalgola College

Lalgola, Murshidabad

LALGOLA COLLEGE
LALGOLA, MURSHIDABAD

Date	IQAC Minutes of meetings	Action Taken Reports
10. 07. 2020	1. The first phase of lockdown and the measures to be taken to ensure uninterrupted continuation of the teaching learning activities through virtual platforms. 2.Discussions on the upcoming evaluation process. 3.Connecting with students through the available digital platforms to make then aware of the alternative system. 4. Discussions on the urgent and crucial aspects of the college office works with the office staff.	1. Classes were conducted on the digital platforms like Google meet, Skype etc. 2. Class tests, Term paper presentations, quiz etc. were conducted online. 3.Students and teachers got gradually acquainted with the new virtual system. 4. The office staff also accommodated the new system for the smooth functioning of the institutional activities.
12.08.2020	1. The process of first admission of new batch of students during the first phase of lockdown and difficulties to overcome to actualize the whole process. 2. To deal with real challenges of inadequate internet facilities, affordability in the remote areas where the vast majority of the students belong to 3. To conduct all necessary meetings with all teaching and non -teaching staff online 4.To organize webinars in the upcoming days on various relevant issues during the ongoing pandemic.	1. The office staff, with their efficient organizational skills, helped the institution conduct and complete the process of the first admissions since the lockdown. 2. The entire process of teaching- learning was simplified in the most accessible way. 3. Meetings were conducted as and when needed with both teaching and non-teaching staff online 4. A few webinars were conducted by some departments with help of the office staff.
10.02.2021	1. More stress on the organization of webinars and discussions on the digital platforms. 2. Encouraging eligible teaching staff to submit their respective PBAS.	1. Increasing involvement of the faculties along with the non-teaching staff to make the practice of webinars more frequent and engaging. 2. The staff concerned successfully submitted their respective PBAS.

	3. Motivating the non-teaching staff to complete the pending office work online and help the teaching staff maintain the smooth functioning of the academic activities. 4. Planned IAs were conducted online to evaluate the rapidly changed academic situation.	3. The dedication of the non-teaching staff ensured the uninterrupted functioning of the curricular and co-curricular activities. 4. The participation of the student in the IAs online aided the evaluation of the teaching-learning scenario more substantial.
14.05.2021	1. Plans to involve the students more in various cocurricular activities. 2. Plans to conduct the first university examination since the pandemic set in. 3. Plans to deal with the real challenge of the submission of university exam answer scripts during the lockdown and to make the system accessible and feasible to the students. 4. Plans to reach out to all students about the further awareness about the pandemic situation and mental health and hygiene of the students.	1. Teachers encouraged and involved students in relevant cocurricular activities on the digital platforms. 2. Adequate and affordable measures were taken to ensure smooth functioning of the entire process of university examination. 3. Students were properly instructed and adequately guided to successfully appear and complete the entire process of university examination. 4. Students were brought under the supervision of the teachers regarding the mental health and hygiene and the maintenance of the same in trying times of the pandemic and subsequent lockdown.

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08.07.2021	1. To grant permission to the eligible faculties to attend and complete their respective Faculty Development Programme . 2. To further the improvement of the academic activities through the online mode. 3. With lockdown still in place the development and sharing of e-learning materials were encouraged. 4. To conduct the admission process in the new academic session seamlessly in the online mode.	1. Faculties successfully completed their respective development programmes. 2. Teaching-Learning as well as evaluation continued in the online mode. 3. E-learning materials were provided to the students. 4. Necessary arrangements were made to ensure the smooth conduct of the admission process.
25.11.2021	1. To organize seminars periodically under the banner of IQAC in collaboration with different departments. 2. To introduce various Skill Development Programmes for students. 3. To upgrade the college website with necessary inclusions. 4. To work towards the improvement of the college infrastructure as well as the activation of different cells for internal quality assurance.	1. Several departments organized seminars on several socially relevant issues. 2. As per the plan the concerned BDO office was approached by college. However, the plans could not be executed in time. 3. Some modifications were made in the college website. 4. Several initiatives were taken towards augmentation of college infrastructure and different cells like Women's Cell, Grievance Redressal Cell were reorganized.
05.01.2022	1. To reorganize the institutional activities in the post-lockdown phase. 2. To host State Eligibility Test successfully as per the prescribed guidelines. 3. To continue the usage of	1. Classes were conducted maintaining the guidelines issued by the Government for the post-pandemic phase. 2. The SET Examination was conducted successfully. 3. Classes and examinations

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	ICT facilities in the post-lockdown phase as well. 4. To encourage the departments to organize seminars and other co-curricular activities.	were conducted in the blended mode. 4. Seminars and co-curricular activities were conduct3ed maintaining covid protocols.
21.04.2022	1. To ensure the submission of the AQAR in due time. 2. To distribute specific plans of action among several committees for the better functioning of the entire institutional activities. 3. To prepare the Academic Calendar and respective departmental Wall Magazines. 4. To build a photo gallery in the meeting hall, showcasing significant events and achievements and renovation of staffroom was proposed.	1. AQAR could not be submitted on time due to various post-pandemic challenges. 2. Committees worked towards the actualization of the proposed plans. 3. Academic Calendar and Wall Magazines were prepared as per plan. 4. A Photo Gallery was developed in the hall that exhibits the achievements of the past sessions.

Amdal

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Date	IQAC Minutes of Meetings	Actions Taken Reports
06.07.2022	1. To conduct admission process online. 2. To conduct entire academic activities offline. 3. To encourage Social Outreach Programme with the help of the NSS and other departments. 4. To encourage eligible faculties to attend and complete their respective development programmes.	1. The college office staff worked efficiently to successfully carry out the admission process online. 2. Classes were conducted offline as per the permission of the government but E-learning materials were also provided alongside. 3. The NSS and other departments organized various awareness programmes and co-curricular activities. 4. Eligible faculties attended and completed their respective development programmes.
10.11.2022	1. To conduct Internal Assessments and University Examinations as per the University guidelines. 2. To motivate the college Career Counseling Cell to organize awareness programmes for the students. 3. To encourage different departments to organize seminars and workshops to enhance the quality of academic situation. 4. To motivate departments to organize special lectures and to encourage the students to take part in relevant co-curricular activities to ensure overall development.	1. College prepared for the first full length examination offline since the lockdown. 2. The Career Counseling Cell organized a seminar on "Career Opportunities in the Government Sector". 3. Several seminars and workshops were conducted by different departments to give the students much neede exposure to greater knowledge of things. 4. Special lectures, as part of the faculty exchange programme at the intra college level, and co-curricular activities such as debates were organized by some departments.
04.01.2023	1. To ensure the smooth conduct of the University Examinations of all three semesters in the offline mode for the first time and away from home centre. 2. To conduct awareness programme on the issue of Students Credit Card under the supervision of the Nodal officer. 3. To encourage the NSS unit of the college to organize several awareness programmes.	1. College successfully hosted the University Examinations offline. 2. The awareness programme on the issue of Students' Credit Card was duly conducted for the students' welfare. 3. The NSS unit actively organized several awareness programmes on various causes. 4. One state-level seminar was organized.

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	4. To encourage departments to organize seminars more frequently for the overall development. 5. To enhance the quality of academics of signing of MOUs with other institutions.	
26.04.2023	1. To motivate the departments to continue organizing workshops and seminars. 2. To encourage the eligible faculties to attend the due Faculty Development Programme. 3. To encourage different committees to organize different co-curricular activities. 4. To encourage the departments to continue organizing special lectures for academic development.	1. One National –level seminar was organized by the Department of Education on 'Role of Peace Education in Contemporary Indian Society". 2. Eligible faculty member successfully completed her development programme. 3. The college Annual Sports was organized for the first time since lockdown. 4. Department of Political Science successfully organized a special lecture. 5. Two MOUs signed with Jatindra Rajendra Mahavidyalaya and Domkal Girls' College.

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