



Government of West Bengal
TAKI GOVERNMENT COLLEGE

P.O. Taki, North 24 Parganas, Taki-743429, West Bengal
Phone: (03217)-234474; Fax: (03217)-234566; Website: <http://www.tgc.ac.in>



Minutes of the Meeting held Online on 03.07.2020 (Friday) between IQAC, Heads of the Departments and other faculty members

1. In view of the prevailing Covid-19 pandemic situation and in the backdrop of the news of few teachers and their family members getting infected, IQAC members opined in unanimous voice that all stakeholders of the College (Teachers, staff, and students) must be encouraged to strictly follow the Covid protocols, and everyone must follow the advisories issued by the Government and the medical fraternity.
2. As the activities of the College Office and few other administrative activities need to be conducted from the College campus, the members urged the Principal to conduct regular sanitization drive in the college campus and seek directives and financial assistance from the competent authorities in this regard. The Principal assured the members that necessary steps are being taken in this regard.
3. In view of the uncertainties regarding the reopening of the College campus, members opined that a balanced approach should be maintained to keep the students informed and engaged about the academic proceedings. Current online activities like MCQ tutorials through a dedicated portal, e-sharing of relevant study materials, communication and mentoring through telephone/email/whatsapp etc. should be continued to not let the morale of the student fraternity drop.
4. As the lockdown-centric directives and closure of campus are being extended from time to time, IQAC members felt that it is necessary to initiate a structured schedule of online classes at an early date, especially for the UG CBCS Semester students. However, such scheme also needs to be curated keeping in mind local factors like digital divide, lack of smartphone penetration and/or network strength in the region, financial hardship faced by the families of students due to the lockdown, devastating effect of cyclone Amphan faced by many local communities etc.
5. Concerns were also raised about the pending examinations of the PG students of terminal semester. The Principal assured the members that the PG Administrative Board is taking necessary steps in this regard, especially in the backdrop of the guidelines issued by the UGC on 29.04.2020.

1. *(Signature)* 03/07/2020
Coordinator
Internal Quality Assurance Cell (IQAC)
Taki Government College

2. Nandini Chatterjee 3/7/2020

3. Debarati Nandy 03/07/2020

4. S. Ganapathy 3/7/2020

5. *(Signature)* 3/7/2020

6. S. Sanjiv Kumar 3/7/2020



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Minutes of the IQAC Meeting held on 02.12.2020 (Friday)
at Taki Government College

- ❖ While the prevailing Covid-19 pandemic situation is witnessing ebbs and flows and reopening of the College campus is still uncertain, there are instances of teachers, staff, students, and their close relatives getting infected. Hence IQAC members urge all stakeholders of the College to strictly follow the Covid protocols even as WBSU is conducting pending examinations in online/offline blended mode.
- ❖ WBSU has issued a directive dated 30.11.2020 to conduct internal assessment of UG CBCS Semester-II and IV students. IQAC members hereby urge all departments to ensure compliance.
- ❖ It was noted that at times a gathering of students is taking place for answer-script submission in online/offline blended mode examination. IQAC members request all departments to train the students effectively so that they become confident in online submission, and help to maintain Covid-protocols like social distancing.
- ❖ Schedule of examinations of WBSU and the available teaching-learning period indicates that there is a concerted effort to make up for the lost time. Indeed, a lot of the departments have received a truncated form of UG syllabus for the upcoming semester. IQAC also requests all departments to plan their online mode of teaching accordingly, though practical experiments for science stream are yet to resume.
- ❖ Meanwhile, CAS benefits of some teachers have become due. IQAC has decided to seek the PBAS details from the concerned teachers for necessary proceedings.

Members Present

1. *[Signature]* 02/12/2020
Coordinator
Internal Quality Assurance Cell (IQAC)
Taki Government College
2. Nandini Chatterjee 2/12/20
3. Debarati Nandy 02/12/2020
4. S. Sanyal 2/12/2020
5. B. S. 2/12/2020
6. S. Sen Gupta 2/12/20.
- 7.
- 8.
- 9.



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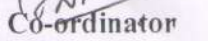
Action Taken Report of IQAC, Taki Government College for the Academic Year 2020-21

In view of the prevailing Covid-19 pandemic scenario, extended lockdown period and closure of on-campus activities, the entire 2020-21 session was marked by uncertainties, new and ever-evolving challenges, and a concerted effort to find mitigation measures. The sad and untimely demise of Dr. Biplab Chattopadhyay, Principal of Taki Government College, on 03.06.2021 after a prolonged battle with Covid-19 virus, meant an irreparable loss to the institution and the academic fraternity. Under his leadership, the IQAC tried to seek avenues to address the unprecedented scenario. Two internal meetings of IQAC, one through online mode and one on-campus meeting, were held in this academic year. The meetings were held involving the internal IQAC members only, not involving the external distinguished members.

Meeting dates: **03.07.2020 and 02.12.2020**

Upon deliberation from IQAC members following actions were taken:

1. Online activities like MCQ tutorials through a dedicated portal, e-sharing of relevant study materials, communication and mentoring through telephone/email/whatsapp etc. were continued with a view to not let the morale of the student fraternity drop.
2. A structured schedule of online classes started from 05.08.2020. Local factors like digital divide, lack of smartphone penetration and/or network strength in the region, financial hardship faced by the families of students due to the lockdown, devastating effect of cyclone Amphan faced by many local communities etc. were kept in mind while preparing the schedule. To reap the free benefits of various online platforms, class length was initially kept at 40 minutes so that nobody had to pay for using the platforms like Zoom. As more students got accustomed to the medium, the length and frequency was increased later, while receiving feedback from them.
3. Infrastructural developmental works were undertaken, as per project proposals included in RUSA-DPR. Significant among these were SITC of 100KVA Sound-proof diesel generator, renovation Work of Geography Building, procurement of Desktop computers for Computer Lab and Laptops with allied peripherals, procurement of high-end science laboratory equipment and accessories, amounting to Rs.31,93,641/- in total.
4. Necessary architecture for regular sanitization drive in the college campus was created, by utilizing funds received from the Government towards this end. 10 (ten) sensor-propelled sanitizer dispensers, 04 (four) Fogger machines, 02 (two) touch-free stands and requisite amount of liquid sanitizer were purchased and everyone was encouraged to follow protocols.
5. Initiatives were undertaken by all departments to train the students effectively, while conducting the pending University examinations, so that they become confident in online submission of answer-scripts, and help to maintain Covid-protocols like social distancing. Efforts by WBSU to make up for the lost time was also responded commensurately by all.


IQAC Co-ordinator
Taki Govt. College
Coordinator
Internal Quality Assurance Cell (IQAC)
Taki Government College