



Phone No : 0353-2999519

SILIGURI MAHILA MAHAVIDYALAYA

ESTD. : 1981

1 NO. DABGRAM, P.O. RABINDRA SARANI, SILIGURI - 734006

E-mail ID : slg_smm@yahoo.com ❖ Website : <http://www.smm.ac.in>

Ref. No.

Date :

MEETING-1/2020-21

NOTICE 14/07/2020

An online meeting of IQAC will be held on 21.07.2020 at 12 noon via Google meet to discuss the following agenda. All members are requested to attend the virtual meeting.

Members Present:

Dr. Subrata Debnath, Principal, Siliguri Mahila Mahavidyalaya (SMM)

Smt. Swati Banerjee, Coordinator IQAC and Associate Professor, Department of Political Science, Siliguri Mahila Mahavidyalaya (SMM)

Dr. Sharmila Lahiri Maitra, Associate Professor of English, SMM

Smt. Prodipta Bose, Assistant Professor of History, SMM

Dr. Uday Ratan Mukherjee, Assistant Professor of Bengali, SMM

Dr. Prabir Kumar Kundu, Assistant Professor of Geography, SMM

Smt. Latika Roy Poddar, Assistant Professor of Bengali, SMM

Dr. Mahuya Roychoudhury Bhowal, Assistant Professor of Sociology, SMM



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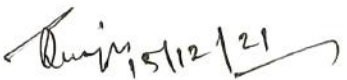
MINUTES OF THE ONLINE MEETING OF THE IQAC HELD ON 21.07.2020

1. Discussion on Teaching Learning process during lock down
2. Discussion on Online Admission 2020-2021

ACTION TAKEN

- In accordance with the meeting's resolution, teachers embraced more efficient online teaching and learning techniques to assist the students with their syllabus during the pandemic.
- The entire admission process was conducted in the online mode starting from the receiving applications, reviewing them, publishing merit list, E-counselling and final admission. The admission committee was continuously monitoring the work done by the vendor for a hassle-free admission process.


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MEETING 2/ 2020-21

NOTICE 29/08/2020

An online meeting of IQAC will be held on 10.09.2020 at 1 p.m via Google meet to discuss the following agenda. All members are requested to attend the virtual meeting.

Dr. Subrata Debnath, Principal, Siliguri Mahila Mahavidyalaya (SMM)

Smt. Swati Banerjee, Coordinator IQAC and Associate Professor, Department of Political Science, Siliguri Mahila Mahavidyalaya (SMM)

Dr. Sharmila Lahiri Maitra, Associate Professor of English, SMM

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ACTION TAKEN

- A framework for the seamless and continuous flow of the online Teaching-Learning and Evaluation process has been developed by the teacher's council to meet the needs of students who were unable to attend the off line classes due to lockdown.
- According to the University's notification regarding the online examination, the college has developed a plan of action to carry out the online examination.
- The induction program for the 1st Semester students were conducted online to make the students acquainted with the departments and the respective faculty members.


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MEETING- 3

NOTICE 02/11/2020

An online meeting of IQAC will be held on 09.11.2020 at 1 p.m via Google meet to discuss the following agenda. All members are requested to attend the virtual meeting.

Members Present:

Dr. Subrata Debnath, Principal, Siliguri Mahila Mahavidyalaya (SMM)

Smt. Swati Banerjee, Coordinator IQAC and Associate Professor, Department of Political Science, Siliguri Mahila Mahavidyalaya (SMM)

Dr. Sharmila Lahiri Maitra, Associate Professor of English, SMM

Dr. Uday ratan Mukherjee, Assistant Professor of Bengali, SMM

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ACTION TAKEN

- The examination committee in consultation with the IQAC decided to fix the dates for submission of Question papers/ assignments for internal assessment by various departments to college mail generated for examination purpose. Then the questions/ assignments were uploaded in the college website to be accessed by the students. The date for submission of assignments was also fixed.
- For the purpose of submitting the answer script of the end semester examination, each department has created individual email addresses in accordance with the meeting (Hons, GE, SEC, DSCP, and DSE). The examination committee put it into action.
- Keeping in view the inability of considerable number students to attend online classes due to poor network connectivity, the teachers shared e-materials through email, WhatsApp or Google classroom and upload links of video lectures to Google classroom.


(Dr. Subrata Debnath) 15.12.21
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MEETING- 4/2020-21

NOTICE 24/12/2020

An online meeting of IQAC will be held on 31.12.2020 at 1 p.m via Google meet to discuss the following agendas. All members are requested to attend the virtual meeting.

Members Present:

Dr. Subrata Debnath, Principal, Siliguri Mahila Mahavidyalaya (SMM)

Smt. Swati Banerjee, Coordinator IQAC and Associate Professor, Department of Political Science, Siliguri Mahila Mahavidyalaya (SMM)

Dr. Sujit Ghosh, Principal, Siliguri College, Local Community member

Sri Jayanta Kar, Local Community member

Dr. Sharmila Lahiri Maitra, Associate Professor of English, SMM

Smt. Prodipta Bose, Assistant Professor of History, SMM

Dr. Uday ratan Mukherjee, Assistant Professor of Bengali, SMM

Dr. Prabir Kumar Kundu, Assistant Professor of Geography, SMM

Smt. Latika Roy Poddar, Assistant Professor of Bengali, SMM

Dr. Mahuya Roychoudhury Bhowal, Assistant Professor of Sociology, SMM



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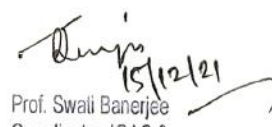
MINUTES OF THE MEETING HELD ON 31.12.2020

1. Online observance of Matri Bhasha Diwas
2. Discussion on UG Odd Semester examinations to be conducted online
3. Celebration of International Yoga Day online

ACTION TAKEN

- Unlike the previous years the college continued with the practice of celebrating Matri Bhasha Diwas, but in the online mode during the pandemic days. Students assembled virtually and participated in a small cultural program.
- According to the University's notification regarding the online examination, the college has framed a duty roster for the teachers and non-teaching staff to distribute and collect the answer scripts offline in the college and also online to carry out the online examination.
- Even during the pandemic, students maintained the practice of observing International Yoga Day virtually. They did yoga at home and shared the photos.


(Dr. Subrata Deb Nath), 15.12.21
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