


Action Taken Report for the AY 2018-19

The following Action Taken Report has been prepared on the basis of IQAC meeting resolutions for the AY 2018-19:

1. For online Student Satisfaction Survey, IQAC has duly prepared Student Questionnaires.
2. Student counseling sheets, duly filled by Honors students, were assessed by Departments
3. IQAC has ensured that all students were fully informed about Student Counseling and Placement Cell activities.
4. Departments have documented details of Cultural programs by students
5. "Sukriti Samman" was held on 29th September, 2018. Students who have performed well in Karate, Sports and in University exams were awarded. Dr. Shruhid Bhowmik, a retired teacher of Uluberia College, was also felicitated for his outstanding academic performances alongside Rohima Khatun for the latter's contribution as a social worker.
6. Academic and Administrative Audit Reports were prepared.
7. Departmental documentation was done for on-campus and outreach activities, conducted for Experiential Learning.
8. IQAC revised assigned tasks to members of 7 NAAC Criteria for AQAR submission for the present academic year.
9. Departments have been duly informed about their share of documentation for AQAR submission and have been requested to submit work within 30th April, 2019.
10. Students were made aware of their rights and means to express grievance to Grievance Redressal Cell.
11. Departments have organized seminars like "International Literary Meet" organized by English Dept., "Kabipranam" by Bengali Dept. or International Mothers' Day celebration by B.Ed. Dept.
12. A workshop, entitled "New Regulations of NAAC Accreditation" was organized by IQAC for self-updating on latest NAAC Accreditation procedure for both teaching, non-teaching members and student representatives.
13. Guardian meet was conducted and online guardian feedback were collected.
14. Departmental website was updated as per Performa, provided by the Physics Dept.
15. HoDs were provided with the soft-copy of Alumni Information Form to be duly filled with.
16. Admission Committee Members summoned to conduct admission process for the AY 2019-20.
17. The master routine, prepared by the Routine Committee, was provided to Departmental Heads for schedule allotment of individual teachers. The task was accomplished by 1st week of June, 2019.
18. For the AY 2018-19, IQAC has organized "Cleanliness and Tree Plantation", in collaboration with Uluberia Municipality, and a "Blood Donation Camp" for student body.


Principal
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Action Taken Report for the AY 2019-20

The following Action Taken Report has been prepared on the basis of IQAC meeting resolutions for the AY 2019-20:

1. Physical and Value-added programs, organized under “Art of Living”, were coordinated by Chandana Samanta, HoD of Bengali Dept., and Chanadana Giri, IQAC member.
2. Felicitation and award ceremony for final year students (Session 2017-19) was organized by Subhomoy Ghosh, Kasturi Saha, Dalia Hazra, Mahua Mukherjee and Sandeep Dalui to reward students who have scored 1st class in University Exam, special prizes were given to students from Departments of Physics and Mathematics for their record scores.
3. For the seminar “Save the Girl Child”, Sm Rama Bhunia, District Maternal and Health Care Officer, Howrah and Rahima Khatun, Secretary of the NGO, “Nari O Shishu Kalyan Kendra” were invited as guest speakers.
4. Under the supervision of Departmental Heads, 1st semester students were given counseling forms and duly counseled by appointed mentors.
5. Departmental data was updated and uploaded in the College website with technical assistance from Dr. Shirshendu of Physics Dept. and Tanushree Rakhshit, Librarian.
6. Newly appointed faculties were assigned data collection activities for the preparation of SSR as per NAAC criteria.
7. NAAC was requested to organize a quality assured seminar for academic collaboration.
8. IQAC member list was revised, as per Principal’s recommendation. As per the revised list, Dr. Pijush Kanti Das had replaced Dr. Nikhil Ranjan Halder, Dr. Shirshendu of Physics Dept. had replaced Dr. Chandra Das, Dr. Samir Paul as external member had replaced Dr. Ashok Satpati and Anupam Halder had replaced Akkas Ali as student representative.
9. The revised list of IQAC core members was placed before GB for approval.
10. 1st and 3rd semester Tutorial and University exam preparations were made after the Academic Committee meeting.
11. Faculty members were assigned criteria-wise task for the preparation of SSR.



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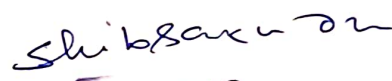
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Action Taken Report for the AY 2020 -21

The following Action Taken Report has been prepared on the basis of IQAC meeting resolutions for the AY 2020 -21:

1. The revised list of IQAC core members had received GB approval.
2. Feedback report from final year students, alumni and teachers were duly collected, analyzed and uploaded in the college website.
3. 2nd and 4th exam duties were conducted by the respective Departments under the supervision of exam committee.
4. All faculty members have examined the projects, submitted by students in college portal through LMS. The copies of Internal Exams have also been examined by the teachers and submitted the marks within the stipulated time, ascertained by the college authority. Both the process have been successfully conducted online.
5. Departments of Philosophy, Political Sc., Bengali Language & Literature, English, Botany, Commerce and Library have organized webinars either in collaboration with IQAC or with other reputed institutions. In this pandemic situation such webinars have provided students and faculty members opportunities to connect with academicians, within and outside the country.
6. Online University Exam process, due to the pandemic, was duly carried out by the faculty members and marks were uploaded in University portal within stipulated period. College Examination Cell had assisted faculties in the marks uploading process.
7. AQAR 2018-19 was duly scrutinized by the IQAC members and edited for submission. It was successfully submitted on 2nd April, 2020.
8. Women's Day program was duly carried through Google Meet. Dr. Rita Modak, faculty of Biswa Bharati Biswa Bidyalay, acted as the resources person. She spoke on "The Scope of Women: A Review from the viewpoint of Women". The students participated and actively participated in the Question-Answer session.



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Action Taken Report for the AY 2021 - 22

The following Action Taken Report has been prepared on the basis of IQAC meeting resolutions for the AY 2021 -22:

1. After the pandemic, SSR preparation was duly taken up by respective criterion members. IQAC coordinator had arranged informal meetings with the members for the purpose.
2. Under the supervision of IQAC coordinator and technical assistance of Dr, Shirshendu Das Assistant Professor of Physics, AQAR for 2022-21 was duly filled and submitted on 02.05.2022
3. College annual report was uploaded in the AISHE portal of Higher Education Council by IQAC coordinator with due assistance from Dr. Sanjoy Roy, Assistant Professor of Mathematics, Dr. Shirshendu Das, Assistant Professor of Physics and Sri Tarun Roy, Office staff by 1st week of March, 2022.
4. Steps to have awareness programs and on-campus rule display on COVID-19 precautions, as per Govt. Health Department, were duly undertaken. It included emphasis on mandatory wearing of masks, use of on-campus hand sanitization. Hand sanitization machines were installed in the entrance of each building.
5. Promotional papers from Stages 1 to 2 or 2 to 3 of Dr. Dipak Hazra, Dr. Abdullah Bin Rahman, Dr. Shirshendu Das, Dr. Rina Mondal, Dr. Pijush Kanti Das, Dr. Sanjoy Roy, Sri Gautum Kumar Biswas and Sri Duranta Mistri were scrutinized by senior IQAC members – Dr. Siddhartha Shankar Bhattacharya, Dr. Chandana Giri, Dr. Jayashree Sarkar, Dr. Tapas Samanta, Dr. Subhomoy Ghosh and Dr. Tuhina Sarkar.
6. Women Cell, Career Counselling Cell and Electoral Literacy Club have organized career development programs.
7. Women's Cell, in collaboration with the IQAC and the NGO at Bauria, "Nari O Shishu Kalyan Kendra, had organized a Gender Sensitization program.
8. B.Ed. Dept., in collaboration with the IQAC, had organized a Gender Equity program. Co-ordinated by Sk. Ibrahim and Soma Neogy, Assistant Professors of B. Ed. dept., the program had Dr. Manabi Bandhyopadhyaya, the trans-gender principal of Krishnanagar Womens' College as its Chief Guest and key speaker.
9. Botany Dept., in collaboration with the IQAC, had celebrated World Earth's Day on 22nd April, 2022. Poster were displayed by students on the theme "Save the Mother Earth" and cultural programs were arranged on the theme.
10. World Environment Day was celebrated by organizing a Quiz Contest. NSS organized a Rally, Poster presentation and, Tree Plantation program to observe the World Environment Day.
11. NCC and NSS collaborated with local police station to organize outreach programs.


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Action Taken Report of the IQAC Meeting for AY 2022-23

1. 32 Add-On Courses have been started by all Departments, as per the Add-On Course Policy, duly approved by college Governing Body.
2. Guardian Meet was duly arranged by all Departments and IQAC has prepared online feedback form for parents, uploaded in college website.
3. In view of 75th annual Platinum Jubilee Celebration, Sub-committees were formed. Publication subcommittee published a special edition "Shritishomput" in honor of the college celebration.
4. IQAC had organized seminars, workshops, and outreach programs, viz, the One Day Career Talk on CPBFI (Certificate Program in Banking, Finance, and Insurance) in collaboration with Centum Learning Ltd. A Training Partner of Bajaj Finserv Ltd, a workshop on "Entrepreneurship opportunities in Mushroom cultivation", a seminar, entitled "Anganar Agnighatha" on 08-04-2023 and Outreach program to Uluberia High Madrasah on 27-02-2023.
5. NCC had celebrated NCC day in Fort William on 10-01-2023. A parade competition and cultural event was organised by NCC in collaboration with the SDO Office.
6. Departmental Course Brochures & Prospectus were uploaded in the college app.
7. Students' Week, observed from 2nd – 7th of January, included a Medical Check-up Campaign for the local people as an outreach activity to benefit the surrounding community.
8. B.A/B.Sc. 5th semester, 2022 University Exam, rescheduled 2023 from 13th -12th January, was conducted by Chemistry Dept.
9. 1st semester University Exam was conducted by English Dept.
10. B.A/B.Sc. 3rd semester, 2023 University Exam, rescheduled 2023 in February, was conducted by History & Political Sc. Depts.
11. Staff Picnic organised at Bhagabati Co-operative Society Pvt. Ltd. At Shyampur on 03.02.2023.
12. Inter-college Sports Celebration on 20th & 21st February was in collaboration with Joypur Panchanaman College and Naradishna Dutt College.
13. International Mother Tongue Day was celebrated on 21st February at Uluberia Rabindra Bhavan.
14. Feedback Form, for students who have passed-out after 2018, were duly submitted by 7th February.
15. Spoken English Improvement Programme was organised on 20-01-2023.
16. NAAC Committees were duly formed for AQAR 2021-22 submission.
17. AQAR-2021-21 was uploaded in the NAAC website by 31.12.2022.
18. AISHE-2021-22 was uploaded in the AISHE portal by 31.01.2023.
19. Green Audit Report for the Academic session 2021-22 was prepared within 31.12.2022.
20. Institution participated in the upcoming NIRF ranking.

21. Academic Audit Report (AAA) for the Academic session 2021-22 was prepared.
22. NSS extension activities organized in honor of 75th Platinum Jubilee Celebration of the Institute, viz, Cancer Awareness Program on 02-05-2023, Adenovirus Awareness programme on 30-03-2023, Tree plantation programme on 12-05-2023, "Say no to plastic " awareness program on 26-06-2023, E-waste awareness program on 23-03-2023, Inter-college debate competition on 04-05-2023, Campus Bazar on 25-04-2023, On-campus Drawing Competition 25-04-2023 and World Book Day & Copyright Day Celebration by Library Dept. on 25-04-2023.
23. Outreach programs were organized by B.Ed. Dept. in collaboration with NSS Committee to spread social awareness on societal issues.
24. NCC extension activities were organized like the visit to Asha Bhavan on 10-04-2023, Puneet Sagar Abhiyan on 24-03-2023 and Puneet Sagar Abhiyan on 25-04-2023.
25. On International Women's Day Celebration, Women Cell had organized a student seminar on gender equality, entitled "DigitALL: Innovation & Technology for Gender Equality" on 8th March 2023. "Tilottoma Shomman" – honoring female workers with Chandra Mukhopadhyay as keynote speaker, was organized by Bengali Dept. on 4th April 2023.
26. Soft Skill Training programs were organized like the hand-on training in the preparation of mosquito repellents, herbal soap, and seed pens.
27. Departmental Academic Calendars were uploaded in the college app.
28. Departmental Routine for Semesters 2nd, 4th, 6th was prepared and uploaded in College App by 13th March. Due Class Tests were conducted, and details uploaded in College App.
29. Teachers' Lesson plans for 2nd, 4th, 6th classes uploaded in the College App by end of March 2023.
30. As per IQAC recommendation, innovative teaching-learning methods were adopted like Classroom News Analysis (organised by Dept. of Mathematics on 28-04-2023), Debate Competition (organised by Dept. of Economics on 04-05-2023), Automatic Solar Tracker Project, presented by Physics Dept., Fresher's Quiz Competition and "Toba Tek Singh" Movie Show by English Dept. on 17-10-2023.
31. QR codes, generated in the Student Portal of College App, was successfully used for Internal & Tutorial Exam Attendance.
32. Collaborative activities like Faculty Exchange program, workshops, Certificate Courses were conducted under MoU with Sree Chaitanya Mahavidyalaya, CCAE, Vidyasagar University, Omdayal Group of institutions, Uluberia, Howrah, Sri Sri Rural Development Programme Trust, Deshbandhu Girls' College, Ramsaday College, State Fisheries Association and many others.
33. Career Counselling & Placement Cell conducted a one-day Career talk on CPBFI on 22-03-2023 and a seminar on Career Awareness on 27-04-2023.

34. Institution applied for ISO certification number.
35. Energy audit, Environmental Audit and General Quality Management Audit were initiated.
36. In view of World Environment Day Celebration on 5th June, 2023 and Swachh Bharat Abhiyan, Environmental awareness program near Sarat Chandra Chattyopadhyay House, Deulti and adjoining areas were organised which included tree plantation, plant sapling distribution and allergic plant 'parthenium' destruction.
37. NCC Independence Day Celebration on 15-08-2023.
38. IQAC organised a seminar on Curriculum & Credit Framework under National Education Policy: Undergraduate Course in Geography, University of Calcutta on 20-07-2023.
39. Departmental PO, CO for CBCS were uploaded.
40. Student magazines were printed like Student magazine, 2023 – "Chemistry Outlook" published by Dept. of Chemistry on 11-08-2023, Student magazine – 'Musings' Vol. 9 – published by B. Ed. Section on 26-07-2023, Wall magazine by Sanskrit Dept. on 08-09-2023, Student magazine, 2023 published by Dept. of Physics on 17-07-2023 and Metamorphosis -An Academic Journal-2023 by Zoology dept. published on 23-06-2023.
41. 6th Semester University exam that commenced from 15th July was successfully conducted by Dept. of Physics.
42. Orientation program was organized for the newly admitted 1st semester students where they were informed about respective syllabus, co-curricular activities both outreach and on-campus, student Portal in the College App, support system in the College Website, viz. Anti-ragging cell, RTI cell, student scholarship programs, student fee concession policies of the institution and QR code for internal exam attendance.
43. Platinum Bhavan of the Institution was duly inaugurated on 17th August 2023.
44. In the National Karate Championship, 2023 in Goa Uluberia College karate won 7 Gold, 2 Silver and 1 Bronze.
45. A documentary film on the Institution, in the honor of 75th Platinum Jubilee Celebration of the Institute, was prepared where the infrastructure and various events in the institution was covered.
46. International Yoga Day was celebrated by NCC on 21-06-2023.
47. On Rabindra Jayanti Celebration a seminar on Tagore's Business Ideas and a Quiz Contest were organized.
48. B.Ed. Section organized awareness program – "Gender Discrimination and Judicial Response" on 17-05-2023.
49. Faculties were given online training on College App usage
50. Proposal for initiating a language laboratory through ORELL Talk was placed and accepted.
51. Proposal for purchase of laptops and books for central library of Uluberia College was placed.

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Action Taken Report of the IQAC Meeting for the Academic Year 2023-24

The following Action Taken Report has been prepared on the basis of IQAC meeting resolutions for the Academic Year 2023-24:

1. All IQAC members unanimously resolved to recheck and compare the statutory documents provided by the college like Teachers' Attendance Register, Routine and Students' Attendance with the documents and letters given by Dr. Suparna Banerjee dated 18.07.2023.
2. IQAC processed initiate the document verification process under Career Advancement Scheme (CAS) of Dr. Suparna Banerjee (Dept. of Chemistry) The verification will be done as per letter forwarded by the Principal dated 01.08.2023.
3. To advance MOU-based activities, IQAC selected a few members from among the faculties as co-ordinators for each of the college / institution with whom MOU had been signed. Activities with their institutions were supervised and reported by the respective co-ordinators.
4. IQAC formed a Website Maintenance Committee to update Uluberia College website. Co-ordinator of the Committee were requested to communicate with respective members to design the website.
5. It was hereby confirmed that CAS document of Dr. Suparna Banerjee (Dept. of Chemistry) was forwarded for verification.
6. It was, hereby, confirmed that appointed co-ordinators for each of the MOU-signed Colleges would be reporting institutional activities in the given format.
7. It was hereby, confirmed that a Website Maintenance Committee was formed with Dr. Abdulla Bin Rahman as its co-ordinator.
8. As per instructions of Govt. of WB, a NAAC Workshop to be financed by the State Govt., was organized on 19.12.2023. Delegates from various other colleges were invited to share their NAAC visit experience. Faculties at Uluberia College were duly instructed to organize and participate in the Workshop.
9. IQAC hereby formed a What's App Group with its members for smooth communication regarding the NAAC Workshop preparation, SSR and IIQA submission.
10. For Internal AAA, the documents submitted by respective Departments for the session 2022-23 would be subjected to SWOC analysis by the IAAB team.
11. A report was prepared on the NAAC workshop organized on 19.12.2023 as per State Govt. direction.
12. IQAC henceforth initiated the SSR and IIQA submission process with the help of respective Co-ordinators and members.
13. In view of the SSR and IIQA submission, each of the co-ordinators were assigned a criterion to function on.

14. It was, hereby, confirmed that a report of NAAC workshop, conducted on 10.12.2023, was duly prepared and forwarded to the State Govt.
15. It was, hereby, confirmed that the Criteria, required to be fulfilled for SSR submission, have been duly distributed among 7 co-ordinators and respective members.

16. For NAAC preparation, all 7 co-ordinators were requested to arrange online/offline meetings with their respective members to chalk out a Plan of Action.

17. It was, hereby, confirmed that NAAC Criteria Co-ordinators had duly arranged meetings and Plan of Action was duly submitted to the IQAC co-ordinator.


18. As per Plan of Action, prepared by each of the Criterion, IQAC co-ordinators has asked them as per SSR requirements.


19. Criteria co-ordinators were asked to distribute task among respective members for clarity and speed for SSR submission.

20. As per IQAC instructions, Co-ordinators have duly distributed work among the members.

21. As per IQAC instructions, Criterion members were made PPT presentation in the auditorium

22. Website maintenance committee was requested to forward documents for website re-designing


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