

09/11/2020

PROCEEDING OF MEETING HELD ON 09/11/2020 TO DISCUSS MATTERS RELATED TO NAAC PEER TEAM VISIT

IQAC Co-ordinator of Handique Girls' College, Dr. Bandana Nabis Das briefly stated the purpose of the meeting. She stated the possible dates of the much awaited visit. In her address she mentioned the key points that Dr. Santanu Kr. Baishya of Cotton University, who is also a member of core committee of IQAC of the college, stated in an online meeting with Principal, HGC and members of the IQAC on 05/11/2020.

The main points highlighted in today's meeting are:

1. Each department will have to prepare a presentation keeping in mind the vision of the college.
2. Peer team may want to meet any department or any of the committees that the SSR mentions. So these committees also should have a presentation ready.
3. A PowerPoint presentation is to be prepared by the departments should have the following points:
  - a. Departmental history.
  - b. Profile of each faculty member with few highlights.
  - c. Alumni (Placement).
  - d. Students' strength (year wise).
  - e. Teaching learning practises of the years to be evaluated as well as current information.
  - f. Activities done by the departments during pandemic (workshops/webinars etc.).
  - g. Recent activities of students.
  - h. The future plans of the departments.

Dr. Utpal Dutta, Principal of Handique Girls' College also briefed the teachers on the probable plan of action on the day of the visit. He highlighted that all departments should be able to mobilize the alumni, students as well as guardians for interaction with the team (may be virtual also). He mentioned that a general PPT template shall be provided for all the departments in order to maintain uniformity. He also asked the departments with practical to maintain the assets and equipments in working conditions, the department libraries to be maintained and updated. The information displayed in the PPT should also be backed up with hard copies. Thorough reading of SSR was advised. The records of all the committee and cells should also be well prepared and maintained. At the end of the meeting faculty members clarified some of their doubts.





