

ACTION TAKEN REPORT (ATR)

IQAC Meeting held on 06.05.2026

Ref. No. IQAC-6 dated 22.04.2026

Action Taken Report on the Minutes of the IQAC Meeting dated 06.05.2026

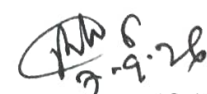
Sl. No.	Agenda	Resolution	Progress / Action Taken
1	Confirmation of Previous Minutes and Review of ATR	The minutes of the previous IQAC meeting dated 22.09.2025 were confirmed. The ATR was presented and discussed. Pending actions were to be expedited, and the concerned departments were requested to submit compliance reports to the IQAC.	No further action is required
2	Publication of the Science Bulletin	It was resolved to publish a Science Bulletin regularly in both print and digital formats. An editorial committee comprising faculty members from science departments would be constituted, and contributions from faculty and students would be invited.	The proposal for regular publication of the Science Bulletin has been taken up. Constitution of the editorial committee and collection of articles/research highlights are to be pursued for the first issue. HOD of all Science Departments is requested to submit their proposal with 31 st August, 2026.
3	Feedback from Students about Syllabus and College	A structured feedback mechanism through Google Forms was approved. The 26-point questionnaire proposed by Dr. Snehasis Banerjee was unanimously endorsed. Responses would be analyzed and necessary measures taken based on the findings.	The 26-point Google Form has been finalized, approved and circulated among the students for implementation. The process of collecting student feedback on syllabus, teaching-learning practices and institutional facilities is to be undertaken through the respective departments.
4	Initiatives for ISO Certification: Green Audit and Energy Audit	The process of obtaining ISO Certification was to be initiated. Green Audit and Energy Audit would be conducted through certified external agencies. Dr. Bikash De was entrusted with overseeing the process.	The process for undertaking Green Audit and Energy Audit has been taken up. Coordination with the concerned agencies and preparation of necessary documentation/compliance requirements are to be pursued.
5	Implementation of E-waste Management Practices	A systematic E-waste Management Policy was to be adopted in compliance with HE Department directives. Authorized recycling agencies would be engaged; awareness programs conducted, and designated collection points established on campus.	The college has taken up the matter of systematic e-waste management. Necessary steps regarding segregation, collection, awareness and disposal through authorized agencies are being pursued.

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6	Organization of ICIE Self-help Training Programme under Career Counseling Cell	An ICIE self-help training programme would be organized to enhance students' employability and entrepreneurial skills, including skill development, self-employment and financial literacy sessions.	The proposed Programme has been taken up under the Career Counseling Cell. Identification of resource persons, preparation of the programme schedule and circulation of information among students are to be completed.
7	Digital Documentation of Published Research Papers	A centralized digital repository of faculty research publications would be created. Departments would submit soft copies and publication details to the IQAC, and the repository would be maintained on the college website/institutional database with regular updates.	Departments have already been requested to compile and submit soft copies/details of published research papers within 31 st August, 2026. The centralized digital repository is to be developed and regularly updated.
8a	Matters Arising – Commemorative Symposium on 150 th Anniversary of Ananda Math	A commemorative symposium was proposed, including invited lectures, panel discussions, student participation and cultural activities. Humanities departments would prepare a detailed programme schedule for approval.	The proposal for organizing the commemorative symposium has been noted. The concerned humanities departments are to prepare and submit a detailed programme proposal/schedule for consideration and approval.
8b	Matters Arising – Upgradation of College Website	The website would be comprehensively upgraded to make it more informative, student-friendly and academically resourceful. Departments would provide updated academic content, faculty details, departmental profiles and student-support information.	The process of collecting updated departmental information and academic content has already been taken up. Most of the Departments have provided the required information for uploading, while further steps for improving website accessibility, maintenance and functionality are to be pursued.


Principal

Hooghly Mohsin College
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