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SUNDARBAN MAHAVIDYALAYA

(NAAC Accredited)

Estd.-1965

Kakdwip South 24 Parganas

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Department of Bengali

Action Taken Report dt. 24.08.2020

As per recommendation of IQAC, the Department of Bengali in its departmental meeting dt.24.08.2020 decides to take following actions based on the feedback taken from the students:

1. A departmental whatsapp group of each semester is formed with all students and the teachers of the department.
2. Most of the classes are allotted morning and afternoon in the routines for classes in online mode.
3. Maximum three classes are scheduled per day.

Subir Kumar Sen.

Subir Kumar Sen

(Head, Department of Bengali)

S. Chakraborty
Principal
Sundarban Mahavidyalaya
Kakdwip, South 24 Parganas



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Department of Bengali

Action Taken Report dt. 09.11.2020

As per recommendation of IQAC, the Department of Bengali in its departmental meeting dt.09.11.2020 decides to take following actions based on the feedback taken from the students:

1. All honours students of our department are comfortable to submit answer script through email so two email ids are created for the submission of answer scripts and for general courses in addition to online submission a provision of offline submission of answer scripts at the college office is to be kept.
2. The study material for honours students will be shared with them through Google classroom, whatsapp group and LMS (E-Shikhak) portal.
3. The study material for general students will be shared with them in hard copy from the college office.

Subir Kumar Sen.

Subir Kumar Sen

(Head, Department of Bengali)

S. Chakraborty
Principal
Sundarban Mahavidyalaya
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Department of Bengali

Action Taken Report dt. 21.05.2021

As per recommendation of IQAC, the Department of Bengali in its departmental meeting dt. 21.05.2021 decides to take following actions based on the feedback taken from the students:

1. Students will be advised to spend more time in library.
2. The teachers of the department are requested to take more classes using ICT tools.

Subir Kumar Sen.

Subir Kumar Sen

(Head, Department of Bengali)

S. Chakraborty
Principal
Sundarban Mahavidyalaya
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Department of CHEMISTRY

Action Taken Report dated 26.08.2020

As per recommendation of IQAC, the Department of Chemistry in its DC meeting dt. 26.08.2020 decides to take following actions based on the feedback taken from the students:

1. A departmental whatsapp group of each semester (H & G) is to be created as early as possible.
2. Maximum four classes are allotted per day.
3. Google classrooms are to be formed for honours courses.

DR. PALLAB BHOWMIK

HEAD, DEPARTMENT OF CHEMISTRY

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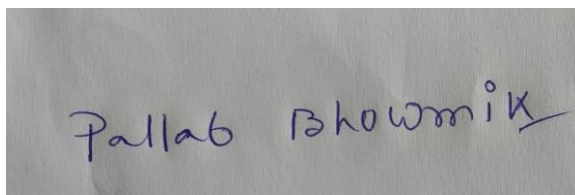
E-mail: sundaram1965@gmail.com

Department of CHEMISTRY

Action Taken Report dated 09.11.2020

As per recommendation of IQAC, the Department of CHEMISTRY in its departmental meeting dt. 09.11.2020 decides to take following measures based on the feedback taken from the students:

1. The study materials for students are to be shared with them via GCR & WP.
2. For upcoming CU exam. Question papers will be circulated via WP on due time.
3. A departmental email will be created, where all student must send their answer scripts on time.



DR. PALLAB BHOWMIK

HEAD, DEPARTMENT OF CHEMISTRY

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Department of CHEMISTRY

Action Taken Report dated 21.05.2021

As per recommendation of IQAC, the Department of CHEMISTRY in its departmental meeting dt. 21.05.2021 decides to take following measures based on the feedback taken from the students:

1. Students must present on all classes on time and also advised to use library frequently.
2. All faculties are requested to take some extra classes on demand of students.

DR. PALLAB BHOWMIK

HEAD, DEPARTMENT OF CHEMISTRY



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Department of Commerce

Action Taken Report dt. 24.08.20

As recommended by the IQAC, the Department of Commerce in its departmental meeting dt. 24.08.20 resolves the following actions taken on the basis of the feedback taken from the students:

1. A departmental whatsapp group of each semester is formed with all students and the teachers of the department as the participants of the group.
2. A class routine for the online classes is prepared with classes scheduled in the morning and in the evening.
3. A maximum of 4 classes of one hour each is scheduled per day.

Shubha Brata Sarkar
HOD



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Department of Commerce

Action Taken Report dt. 09.11.20

As recommended by the IQAC, the Department of Commerce in its departmental meeting dt. 09.11.20 resolves the following actions taken on the basis of the feedback taken from the students:

1. In addition to online submission of answer scripts a provision of offline submission of answer scripts at the college office is to be kept.
2. The study material for honours students will be shared with them through Google classroom, whatsapp group and LMS (E-Shikhak) portal.
3. The study material for general students will be shared with them in hard copy which will be kept at the office.

Shubha Brata Sarkar
HOD



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Department of Commerce

Action Taken Report dt. 24.05.21

As recommended by the IQAC, the Department of Commerce in its departmental meeting dt. 24.05.21 resolves the following actions taken on the basis of the feedback taken from the students:

1. Students will be advised to spend more time in library.
2. The teachers of the department are requested to take more classes using ICT tools.

Shubha Brata Sarkar
HOD



DEPARTMENT OF ECONOMICS
SUNDARBAN MAHAVIDYALAYA

ACTION TAKEN REPORT (2020-21)
AS PER THE RECOMMENDATIONS OF IQAC

As per the various recommendations of *IQAC* on the basis of *Students' Feedbacks* in the *Academic Session* of *2021-22*, the following actions are taken by the *Department of Economics* (a single man department) for the betterment of the students of *Economics*.

| Sl. No. | Date of Action Taken | Actions |
|---------|----------------------|--|
| 01 | 24.08.2020 | <ul style="list-style-type: none">❖ The <i>Departmental Whatsapp Group</i> for <i>Each Semester</i> is formed with all students as participants of the group.❖ <i>Class Routine</i> for the <i>Online Classes</i> is prepared.❖ <i>Maximum 2 Classes</i> of <i>One Hour Each</i> is schedule in <i>Per Semester</i> for a day. |
| 02 | 07.11.2020 | <ul style="list-style-type: none">❖ The <i>Study Material</i> for the students is shared with them through <i>Google Class Room & College LMS Portal</i> (E-Shikshak).❖ In addition to <i>Online Submission</i> of <i>Answer Scripts</i> a provision of <i>Offline Submission</i> of <i>Answer Scripts</i> at the college office is to be kept.❖ <i>Assignments</i> for the <i>Students</i> are given regularly. |
| 03 | 21.05.2021 | <ul style="list-style-type: none">❖ Students are encouraged to spend more time in <i>Library</i>.❖ Students are advised to solve <i>University Question Papers</i> for the preparation of upcoming examination. |

Subrata Majumder

Dr. Subrata Majumder
Assistant Professor & HOD

Head
Department of Economics
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DEPARTMENT OF EDUCATION

ACTION TAKEN REPORT

As per the recommendation of the IQAC, the Department of Education in its departmental meeting on 27.08.2020 decides to take the following actions based on the feedback of the students.

1. A departmental whatsapp group of each semester for both honours and general students is created in which all the teachers of the department and the Principal would also be included.
2. The classes will be conducted in the online mode from 10am - 4pm.
3. The class routine was prepared in which a minimum of 2 classes is allotted for each semester.
4. For each honours group a Google classroom was created in which all the teachers in the department were also included.

Nimden Sherpa

Nimden Sherpa,
Head ,Department of Education



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DEPARTMENT OF EDUCATION

ACTION TAKEN REPORT

As per the recommendation of the IQAC, the Department of Education in its departmental meeting on 08.11.2020 decides to take the following actions based on the feedback of the students.

1. The study material for the students is shared with them through google classroom, whatsapp group and through the college Lms portal (E-Shikhak).
2. The study material for the general students is shared with them through whatsapp group, along with that a hard copy is also provided at the college office for students who are unable to get it through the online mode.
3. For the collection of answer script one email id for internal & tutorial and the other for theory answer script is created for the honours as well as the general students, however an alternative of offline submission of answer script for the general student is also provided for which they need to submit their answer at the college office within the allotted time.

Nimden Sherpa

Nimden Sherpa,
Head ,Department of Education.



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DEPARTMENT OF EDUCATION

ACTION TAKEN REPORT

As per the recommendation of the IQAC, the Department of Education in its departmental meeting on 24.05.2021 decides to take the following actions based on the feedback of the students.

1. The students are advised to frequently visit the library and make more use of the books that are available out there.
2. The teachers in the department are advised and encouraged to make more use of the ICT tools.
3. The teachers are also advised to give proper time and assistance as a mentor to their mentee.

Nimden Sherpa

Nimden Sherpa,
Head, Department of Education.



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Department of English

Action Taken Report dt 26.08.2020.

Following the recommendation of the IQAC, the Department of English in its departmental meeting held on 26th August, 2020 resolved the following actions to be taken on the basis of the feedback collected from the students:

1. Departmental WhatsApp group for each of the three semesters is created. Each WhatsApp group consists of both the learners as well as the teachers.
2. Keeping in mind the convenience of the learners, a class routine for the online classes is prepared with most of the classes being scheduled in the morning and in the evening.
3. Maximum number of classes scheduled per day is 4 and duration of each class will remain 60 minutes.

Debabrata Sardar
HOD, Department of English

S. Chakraborty
Principal
Sundarban Mahavidyalaya
Kakdwip, South 24 Parganas



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Department of English

Action Taken Report dt. 08.11.2020

Following the recommendation of the IQAC, the Department of English in its departmental meeting held on 8th November, 2020 resolved the following actions to be taken on the basis of the feedback collected from the students:

1. Besides the online submission of the answer scripts, there should be necessary arrangements for receiving the scripts offline.
2. The students of the honours courses would have to be provided with necessary study materials through Google Classroom, WhatsApp group and LMS portal (E-Shikshak) of the institution.
3. The students of general courses would be provided with the hard copy of the study materials and a copy of the same will be preserved in the college office.

Debabrata Sardar

Debabrata Sardar

HOD, Department of English

S. Chakraborty
Principal
Sundarban Mahavidyalaya
Kakdwip, South 24 Parganas



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Department of English

Action Taken Report dt. 22.05.2021

Following the recommendation of the IQAC, the Department of English in its departmental meeting held on 22nd May, 2021 resolved the following actions to be taken on the basis of the feedback collected from the students:

1. Students will be guided to use library resources in a more effective way.
2. Teachers of the department are encouraged to utilize the audio-visual teaching aids and to take more classes using such tools.
3. Students would have to be made aware of and encouraged to use the materials already available across a diversity of digital platforms arranged by the institution and the department.

Debabrata Sardar

HOD, Department of English

S. Chakraborty
Principal
Sundarban Mahavidyalaya
Kakdwip, South 24 Parganas



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Department of Geography

Action taken report dt. 24.8.2020

As recommended by the IQAC, the Department of Geography in its departmental meeting dt.

24.8.2020 decided to implement certain actions based on the feedback given by the students:

- A departmental whatsapp group for each semester (both Honours and General) will be generated incorporating both teachers and students.
- Routine for online classes will be prepared
- 3 to 4 classes will be scheduled for each semester per day
- Apart from departmental whatsapp group semester wise Google classroom will be introduced to the students for distribution of the study materials and submission of the assignments.

Dr. Jayeeta Bagchi

(HOD, Department of Geography)

S. Chakraborty
Principal
Sundarban Mahavidyalaya
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Department of Geography

Action taken report dt. 9.11.2020

As recommended by the IQAC, the Department of Geography in its departmental meeting dt.

9.11.2020 decided to implement certain actions based on the feedback given by the students:

- Besides online submission, the answer scripts will also be collected offline if required as all students are not comfortable with online submission.
- Besides Google classroom the study materials for all semesters (both Honours and General course) will also be provided through the LMS portal (E-Shikshak) of the institution.

Dr. Jayeeta Bagchi

(HOD, Department of Geography)

S. Chakraborty
Principal
Sundarban Mahavidyalaya
Kakdwip, South 24 Parganas



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Department of Geography

Action taken report dt. 24.5.2021

As recommended by the IQAC, the Department of Geography in its departmental meeting dt.

24.5.2021 decided to implement certain actions based on the feedback given by the students:

- Students will be advised to spend more time in the library.
- The teachers are requested to use ICT tools as much as possible in their classes.

Dr. Jayeeta Bagchi

(HOD, Department of Geography)

S. Chakraborty
Principal
Sundarban Mahavidyalaya
Kakdwip, South 24 Parganas

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Department of HISTORY

Action Taken Report dated 26.08.2020

As per recommendation of IQAC, the Department of History in its DC meeting dt. 26.08.2020 decides to take following actions based on the feedback taken from the students:

1. A departmental whatsapp group of each semester (H & G) is to be created as early as possible.
2. Maximum four classes are allotted per day.
3. Google classrooms are to be formed for honours courses.

Arunima Roychoudhuri

Dr. Arunima Roychoudhuri

HEAD, DEPARTMENT OF HISTORY

SUNDARBAN MAHAVIDYALAYA



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Department of HISTORY

Action Taken Report dated 09.11.2020

As per recommendation of IQAC, the Department of HISTORY in its departmental meeting dt. 09.11.2020 decides to take following measures based on the feedback taken from the students:

1. The study materials for students are to be shared with them via GCR & WA groups.
2. For upcoming CU exam. Question papers will be circulated via WA groups on due time.
3. A departmental email will be created, where all student must send their answer scripts on time.

Arunima Roychoudhuri

Dr. Arunima Roychoudhuri

HEAD, DEPARTMENT OF HISTORY

SUNDARBAN MAHAVIDYALAYA



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Department of HISTORY

Action Taken Report dated 21.05.2021

As per recommendation of IQAC, the Department of HISTORY in its departmental meeting dt. 21.05.2021 decides to take following measures based on the feedback taken from the students:

1. Students must present on all classes on time and also advised to use library frequently.
2. All faculties are requested to take some extra classes on demand of students.

Dr. Arunima Roychoudhuri

HEAD, DEPARTMENT OF HISTORY



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Department of Mathematics

Action Taken Report dt. 24.08.2020

As per recommendation of IQAC, the Department of Mathematics in its departmental meeting dt. 24.08.2020 decides to take following actions based on the feedback taken from the students:

1. A departmental whatsapp group of each semester is formed with all students and the teachers of the department.
2. Most of the classes are allotted within 8 am to 11 am in the routines for classes in online mode
3. Maximum three classes are scheduled per day.
4. Google classrooms are being created for honours courses.

Dr. Arindam Ghosh Hazra

(Head, Department of Mathematics)

S. Chakraborty
Principal
Sundarban Mahavidyalaya
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Department of Mathematics

Action Taken Report dt. 09.11.2020

As per recommendation of IQAC, the Department of Mathematics in its departmental meeting dt. 09.11.2020 decides to take following actions based on the feedback taken from the students:

1. As all honours students of our department are comfortable to submit answer script through email so two email ids are created for the submission of answer scripts and for general courses in addition to online submission a provision of offline submission of answer scripts at the college office is to be kept.
2. The study material for honours students will be shared with them through Google classroom, whatsapp group and LMS (E-Shikshak) portal.
3. The study material for general students will be shared with them in hard copy from the college office.

Dr. Arindam Ghosh Hazra

(Head, Department of Mathematics)

S. Chakraborty
Principal
Sundarban Mahavidyalaya
Kakdwip, South 24 Parganas



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Department of Mathematics

Action Taken Report dt. 21.05.2021

As per recommendation of IQAC, the Department of Mathematics in its departmental meeting dt. 21.05.2021 decides to take following actions based on the feedback taken from the students:

1. Students will be advised to spend more time in library.
2. The teachers of the department are requested to take more classes using ICT tools.

Dr. Arindam Ghosh Hazra

(Head, Department of Mathematics)

S. Chakraborty
Principal
Sundarban Mahavidyalaya
Kakdwip, South 24 Parganas

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Department of Philosophy

Action Taken Report dt. 26/08/2020

As per the recommendation of the IQAC, the Department of Philosophy in its meeting dated 26/08/2020 resolved the following action taken on the basis of the feedback taken from the students.

1. Resolved that a class routine for online classes is to be prepared for the students.
2. Resolved that departmental whatsapp group for each semester to be formed and the teachers of the department will also be included in every whatsapp group.
3. Resolved that the length of the every class will be one hour and maximum 4 classes will be taken per day.

Kalyan Gangopadhyay
(Dr. Kalyan Gangopadhyay)
Head, Department of Philosophy

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Department of Philosophy

Action Taken Report dt. 10/11/2020

As per the recommendation of the IQAC, the Department of Philosophy in its meeting dated 10/11/2020 resolved the following action taken on the basis of the feedback taken from the students.

1. Resolved that the study materials for honours students will be supplied them through whatsapp, Google Classroom and LMS (E-Shikhak) portal.
2. Resolved that the provision of offline submission of answer scripts at the college office is to be kept in addition to online submission of answer scripts.
3. Resolved that the study materials for general students will be shared with them which will be kept at the office in hard copy.

Kalyan Gangopadhyay
(Dr.Kalyan Gangopadhyay)
Head, Department of Philosophy

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Department of Philosophy

Action Taken Report dt.25/05/2021

As per the recommendation of the IQAC, the Department of Philosophy in its meeting dated 25/05/2021 resolved the following action taken on the basis of the feedback taken from the students.

1. Resolved that the teachers of the Department be requested to take more classes using ICT tools.
2. Resolved that the students will be advised to spend and use more time in the library.

Kalyan Gangopadhyay

(Dr. Kalyan Gangopadhyay)
Head, Department of Philosophy



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Department of Physics

Action taken Report dt. 24.08.2020

As per IQAC recommendations based on the student's feedback, a departmental meeting has been convened on 24.08.2020 and the following actions are decided to be taken:

1. Departmental Whatsapp groups including all the students and teachers, for all the semesters to be formed.
2. Most of the classes should be allotted within 8am to 12noon, as per students requirement.
3. Maximum three classes per day are to be scheduled.
4. Google classrooms are to be created for honours courses for better documentation purpose.

Dr. Anwesa Sarkar

(Head, Department of Physics)



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Department of Physics

Action taken Report dt. 10.11.2020

As per IQAC recommendations based on the student's feedback, a departmental meeting has been called on 11.10.2020 and the following actions are decided to be taken:

1. As all students of honours as well as general courses of our department are comfortable for online submission of answer scripts, google forms are to be created for each paper in which students attach the pdf copy of their answer scripts in the examination. In addition to online submission, there will be a provision for offline submission of answer scripts in the college office.
2. The study materials for honors courses will be shared through google classroom and LMS portal.
3. General students can collect the hard copy of the study materials from the college office.

Anwesa Sarkar

Dr. Anwesa Sarkar

(Head, Department of Physics)

S. Chakraborty
Principal
Sundarban Mahavidyalaya
Kakdwip, South 24 Parganas



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Department of Physics

Action taken Report dt. 27.05.2021

As per IQAC recommendations based on the student's feedback during academic year 2020-21, a departmental meeting has been called on 27.05.2021 and the following actions are decided to be taken:

1. The teachers are advised to enhance the usage of ICT tools (ppt, video lectures etc).
2. Students are advised to spend more library times.

Anwesa Sarkar

Dr. Anwesa Sarkar

(Head, Department of Physics)



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Department of Political Science

Action Taken Report Date- 25.08.2020

As recommended by the IQAC, the Department of Political Science in its departmental meeting date 26.08.2020 resolves the following actions taken on the basis of the feedback taken from the students:

1. Semester wise a whatsapp group was created including all students and teachers in our department for the participants of the group.
2. Most of the classes were conducted through online mode in the morning and evening shift according to class routine.
3. A maximum of 4 classes of one hour each is scheduled per day.
4. All faculties were encouraged to create the Google classroom for each semester.

Rajib Pramanik

Rajib Pramanik

HOD

Dept. of Political Science

S. Chakraborty
Principal
Sundarban Mahavidyalaya
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Department of Political Science

Action Taken Report Date 09.11.2020

As recommended by the IQAC, the Department of Political Science in its departmental meeting date 10.11.2020 resolves the following actions taken on the basis of the feedback taken from the students:

1. In addition for students requirement to online submission of answer scripts and the provision of offline submission of answer scripts were kept at the college office.
2. Honours student's study materials were shared through Google classroom, whatsapp group and LMS (E-Shikhak) portal.
3. The hard copy of study materials and class notes for general courses students were provided from the department.

Rajib Pramanik

Rajib Pramanik

HOD

Dept. of Political Science

S. Chakraborty
Principal
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Department of Political Science

Action Taken Report Date 22.05.2021

As recommended by the IQAC, the Department of Political Science in its departmental meeting date 24.05.2021 resolves the following actions taken on the basis of the feedback taken from the students:

1. Students should be advised to spend more time in the library.
2. The faculties of the department are requested to take more classes using ICT tools and guide their mentee appropriately.

Rajib Pramanik

Rajib Pramanik

HOD

Dept. of Political Science

S. Chakraborty
Principal
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Department of Sanskrit

Action Taken Report dt. 24.08.2020

As recommended by the IQAC, the Department of Sanskrit in its departmental meeting dt. 24.08.2020 decides to take following actions based on the feedback taken from the students:

1. A departmental whatsapp group of each semester is generated with all students and teachers.
2. Class routine for online classes is prepared.
3. Maximum four classes are scheduled for each semester per day.

Paramita Hazra

Paramita Hazra
(Head, Department of Sanskrit)

Ph. 03210 – 255057 (M: 9830183739/9434366394)

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Department of Sanskrit

Action Taken Report dt. 09.11.2020

As recommended by the IQAC, the Department of Sanskrit in its departmental meeting dt. 09.11.2020 decides to take following actions based on the feedback taken from the students:

1. Two email ids are created for both the general and honours students. For general courses in addition to online submission a provision of offline submission of answer scripts at the college office is to be kept as some general students are not comfortable to submit the answer scripts through email.
2. The study material for honours students will be shared with them through Google Classroom, whatsapp group and LMS (E-Shikhak) portal.
3. The study material for general students will be shared with them in hard copy from the college office.

Paramita Hazra

Paramita Hazra
(Head, Department of Sanskrit)

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Department of Sanskrit

Action Taken Report dt. 24.05.2021

As recommended by the IQAC, the Department of Sanskrit in its departmental meeting dt. 24.05.2021 decides to take following actions based on the feedback taken from the students:

1. Students will be advised to spend more time in library.
2. The teachers of the department are requested to take more classes using ICT tools.

Paramita Hazra

Paramita Hazra
(Head, Department of Sanskrit)