



# Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North 24 Parganas, PIN -743468

Website: [www.sreechaitanyamahavidyalaya.ac.in](http://www.sreechaitanyamahavidyalaya.ac.in) Email ID: [srchma@gmail.com](mailto:srchma@gmail.com)

## PLAN OF ACTION AND ACTION TAKEN REPORT (ATR) BY IQAC: 2021-22

(Following actions have been undertaken by the College on the basis of strategic plan prepared by IQAC)

Plan of action	Action Taken Report
To reconstitute the IQAC for next five years	The IQAC has been reconstituted with senior faculties and external members for next five years.
To Modify and form the different sub-committees	Different sub-committees have been formed and modified.
To form an 'Internal Complaints Committee (ICC)'	The ICC has been formed with senior faculties, female staff, govt. representative and external members.
To attend Seminar, Workshop, Training programme and other faculty development programmes	Teachers have successfully attended Seminar, Workshop, Training programme and FDP throughout the year.
To organize different academic and extracurricular departments Webinars, Workshops and Day-observation, Students' activity programs, etc.	IQAC in collaboration with different academic departments have organized 12 (Twelve) Webinars & Workshops and 15 (Fifteen) Day-observation, Students' activity programs, etc through 'Online/Offline'.
To organize volunteers' Orientation programme, Health awareness camp, Health Check-up camp and social outreach programme in the year	The NSS unit of the college organized volunteers' Orientation programme, Health awareness camp, Health Check-up camp and social outreach programme throughout the year.
To present research papers in Seminars and publish papers in several national/international Journals	Faculty members have published 23 research papers in several national/international Journals throughout the year.
To collect, analyze and prepare the Action Taken Report for "Online Students' Feedback Report"	The IQAC has collected, analyzed and the ATR has been uploaded in college-website for the "Online Students' Feedback Report"
To organize career-oriented activities including development of Soft-skill, Communication skill and development of reasoning capability, etc.	The CDC (Career Development Cell) has run several programmes regarding these in this session under the guidance of the IQAC.
To motivate the teachers to take ICT-classes & use ICT tools in their academic activities	Teachers have taken several ICT-classes using ICT tools and the no. of classes taken in this mode have been steadily increasing.
To take active initiatives to process the CAS for the faculty members and service benefits for NTS	Three faculty members and four non-teaching staff members have got their promotions in this period.
To collaborate with other Institutions by signing 'MOUs' for academic exchange/socio-cultural programme, seminars/webinars in the year	Under the supervision of IQAC, the college has signed seven 'MOUs' with different institutions for academic exchange, organize socio-cultural programme, seminars/webinars, etc. throughout the year.
To initiate and complete the Environmental Audit, Gender Audit, Energy Audit in this year	The Gender Audit for last five years, Environmental Audit are completed and the IQAC has initiated the process of Energy Audit.
To implement 'Provisional NAAC'- Assessment in the institution	The IQAC took the initiatives for the 'Provisional NAAC'- Assessment but later on it became optional. Therefore, the IQAC focused on the regular NAAC-assessment process for cycle-III.
To prepare the 'Holiday List' for 2022-23	The 'Holiday List for 2022-23' prepared by the Academic Committee is presented and approved by the college authority.
To initiate the process of the University validation of the peer-reviewed college journal 'The Impression'	The process has been initiated for the college-journal 'The Impression' for the validation by the University.



Principal  
Sree Chaitanya Mahavidyalaya  
Habra, Prafullanagar  
24 Parganas (N)