

FEEDBACK FROM THE OUTGOING STUDENTS (ONLINE)-2022-2023

FEEDBACK ANALYSIS

INTERNAL QUALITY ASSURANCE CELL

ASANNAGAR MADAN MOHAN TARKALANKAR COLLEGE



No. of Participants: 95

SL. NO.	CONTENT	VERY GOOD	GOOD	AVERAGE	POOR	NOT APPLICABLE
1	Syllabus of Honours Course	14.7%(NOT PROBLEMATIC AT ALL)	21.1%(MANAGABLE BUT DULL)	47.4%(DIFFICULT)	16.8%(VERY DIFFICULT)	NIL
2	Choice of Courses Offered	16.8%	57.9%	23.2%(SATISFACTORY)	2.1%(UNSATISFACTORY)	NIL
3	Teaching Staff of the Dept.	54.7%	40%	5.3%	NIL	NIL
4	Syllabus Covered	29.5%(90-100%)	37.9%(75-90%)	28.4%(50-75%)	4.2%(LESS THAN 50%)	NIL
5	Interaction with Faculty	22.1%	63.2%	13.7%	0.1%	NIL
6	Guidance from the Teachers	46.3%	43.2%			NIL
7	Timeline of Practical Work	13.7%	60%	(POOR)	(VERY POOR)	21.01 %
8	Practice of Written	27.4%	61.1%	9.5%		



	Assignment s(Class work, Home work, Class tests etc)					
9	Getting Helpful Feedback on Written Assignment s	23.2%	62.1%	12.6%	2.1%	NIL
10	Fairness of Internal Evaluation	30.5%	62.1%			NIL
11	Usefulness of Teaching/Le arning Materials	29.5%	58.9%	10.5%	1.1%	NIL
12	Laboratory Facilities	22.1%	49.5%	11.6%	2.1%	14.7%
13	Availability of Books in Library	41.1%	54.7%			NIL
14	Library Services	46.3%	49.5%			NIL
15	Computer Facilities for Course Work	NA	61.1%	30.5%	8.4%	NIL
16	Canteen Facilities	7.4%	48.4%	24.2%	20%	NIL
17	Recreationa l Facilities(Gy m, Board Games, Cultural Programme s etc)	9.5%	61.1%	22.1%	7.4%	NIL



18	Student Facilities(Common Room, Drinking Water, Toilet)	36.8%	51.6%			NIL
19	Interaction with Office Staff	28.4%	57.9%	11.6%		NIL
20	Helpfulness of Non-Teaching Staff	28.4%	58.9%	10.5%	2.2%	NIL
21	Interaction with Administration	20%	67.4%	11.6%	1%	NIL
22	Co-curricular Activities in the Department (Seminar, Workshop, Quiz, Film Show)	30.5%	54.7%	12.6%	2.2%	NIL
23	Extension Activities of the College(NSS)	28.4%	66.3%			NIL

OBSERVATIONS

1. [*weakness*] 64.2% (47.4% difficult +16.8 % very difficult) students find the contents of the syllabus difficult
2. [*strength*] 74.7% (16.8% very good+ 57.9% good) students are more or less happy with the choice of courses offered
3. [*strength*] 94.7% (54.7% very good+ 40% good) students are satisfied with the teaching staff of the respective departments
4. [*weakness*] Only 29.5% students are of the view that syllabus is fully exhausted.
5. [*strength*] 85.3% (22.1% very good+63.2% good) students are more or less happy with their interaction with the teaching faculties
6. [*strength*] 89.5% (46.3% very good+ 43.2% good) students are more or less satisfied with the guidance they receive from the teachers
7. [*strength*] 73.7% students have no major complaint as to the timeline being maintained for practical work, though practical work is largely confined to the department of Geography
8. [*strength*] 88.5% (27.4% very good+ 61.1% good) students are more or less satisfied with the practice of Written Assignments (Class work, Home work, Class tests etc)
9. [*strength*] 85.3% (23.2 very good+ 62.1 good) students receive helpful feedback on Written Assignments
10. [*strength*] 92.6% (30.5% very good+62.1 good) students find the internal evaluation as a fair process run by the institution
11. [*strength*] 88.4% (29.5% very good+58.9% good) students find the teaching-learning material useful
12. [*strength*] 71.6% (22.1 very good+49.5% good) students are more or less happy with the laboratory facilities, though the laboratory-based activities are confined to the Department of Geography
13. [*strength*] 95.8% (41.1% very good+54.7% good) students are more or less happy with the availability of books in the college library
14. [*strength*] 95.8% (46.3% very good+ 54.7% good) students are happy with the service available in the college library
15. [*weakness*] 38.9% (30.5% average + 8.4% poor) students are more or less dissatisfied with the existing computer facilities for coursework





- 16.[*weakness*] 44.2%(24.2% average+20% poor)students are more or less dissatisfied with the existing canteen facilities
- 17.[*weakness*] 29.5%(22.1% average+ 7.4% poor) students are more or less dissatisfied with the existing recreational facilities(Gym, Board Games, Cultural Programmes etc)
- 18.[*strength*]88.4%(36.8% very good+51.6% good)students are more or less impressed by the student Facilities(Common Room, Drinking Water, Toilet)
- 19.[*strength*]86.3% (28.4% very good+57.9% good)students are more or less happy with their interaction with the office staff
- 20.[*strength*]87.3%(28.4% very good+58.9% good) students find the non-teaching staff helpful
- 21.[*strength*]87.4% (20% very good+ 67.4% good)students are more or less happy with their interaction with the administration
- 22.[*strength*]84.5% (30.5% very good+54% good)students are more or less impressed by the co-curricular activities in the Department(Seminar, Workshop, Quiz, Film Show)
- 23.[*strength*]94.7% (28.4% very good+66.3% good)students are more or less impressed by the extension activities run by the NSS unit

RECOMMENDATIONS

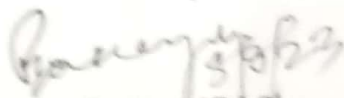
1. Though a large number of students (64.2%) find the contents of the syllabus difficult, the college is hardly in a position to bring any substantial change to the nature and the arrangement of the contents of the syllabus as the syllabus in CBCS is framed not by the college itself, but by another appropriate authority. Nevertheless, as far as the curriculum delivery is concerned, the college authority may take steps (a) to place an agendum in the meeting of the Academic subcommittee for discussing the need for framing more student-friendly teaching strategies and (b)to organize discussions in the departmental meetings



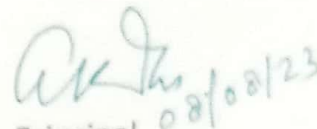
2. Only 29.5% students are of the view that syllabus is fully exhausted. To deal with this problem the college authority may (a) instruct all the HODs to prepare annual study plan at the outset of the session and follow the plan rigorously keeping in view the academic calendar prepared by the college and the examination schedule sent from the affiliating university, (b) instruct the members of the Academic Subcommittee to monitor the performance of the departments in terms of the number of the classes being taken and the coverage of the syllabus and (c) take steps for increasing the rate of students' class attendance because students with inadequate attendance often fail to comment meaningfully on the parts of the syllabus contents left unexplained in the class, if any.
3. Since 38.9% students are more or less dissatisfied with the existing computer facilities for coursework, the college authority may take the following steps: (a) Reintroducing the computer learning programme for the students in general (b) allotting a number of desktops for each honours department (c) increasing the number of inter-connected computers to be used by the students in the library
4. Since 44.2% students are more or less dissatisfied with the existing canteen facilities, the authority may adopt the following measures: (a) widening the range of healthy eatables in the college canteen (b) involving the canteen subcommittee in making a survey among the students coming from faraway places and framing a cost-effective policy in concrete terms for streamlining the canteen management
5. Since 29.5% students are more or less dissatisfied with the existing recreational facilities(Gym, Board Games, Cultural Programmes etc), the authority may take the following steps in this regard: (a) purchasing new equipments for indoor games (b) creating specific space for indoor games (c) instructing the cultural subcommittee to form and groom groups of students with potential for cultural activities



This feedback analysis consisting of observations and recommendations is being submitted to the Secretary, Governing Body on 08/08/2023


Coordinator, IQAC

Coordinator of IQAC
Asannagar M.M.T. College
Asannagar, Nadia


Principal 08/08/23

Principal
Asannagar Medan Mohan Tarkalankar College
Asannagar, Nadia



FEEDBACK FROM THE TEACHING STAFF 2022-2023
FEEDBACK ANALYSIS
INTERNAL QUALITY ASSURANCE CELL
ASANNAGAR MADAN MOHAN TARKALANKAR COLLEGE

Sl. No	Content	No. of participants strongly agreed	No. of participants agreed	No. of participants disagreed	No. of participants strongly disagreed	No. of participants giving no answer
1	Apart from classrooms and the teachers' room, you have a separate room for your departmental activities where you can comfortably meet and interact with the faculties of your department	06	14	06	08	NIL
2	You organize/take part in departmental meetings to plan the implementation of the curriculum	15	18	01	NIL	NIL
3	You have a fair participation in management roles	09	18	06	01	NIL
4	The existing mechanism to meet the parents is satisfactory.	07	23	04	NIL	NIL
5	The current mechanism to address cases of gender injustice at your workplace is satisfactory.	08	26	NIL	NIL	NIL
6	There has been considerable	03	23	07	NIL	01



	upgradation of the teaching equipments in your institution.					
7	Your administrative workload has a negative impact on your classroom activity.	03	12	14	05	NIL
8	The institution provides computing facility for your departmental activities.	05	20	04	04	01
9	There is a reading zone specifically for the teachers in the college library.	06	20	05	02	01
10	You have received financial aid from your institution to attend seminars/workshops.	06	16	06	05	01
11	Apart from curriculum-related books for the students, you find adequate number of books in the college library that satisfy your research requirements.	NIL	18	11	04	01
12	The institution encourages you to publish research articles.	08	20	03	02	01
13	The college canteen fulfills your need for a variety of nutritious eatables.	02	02	15	14	01
14	Your interaction with the Principal of your institution has remained fruitful in various problem-	12	20	NIL	NIL	02



	solving situations					
15	The teachers' room is very spacious.	01	08	09	14	02
16	The teachers' room is very clean.	04	17	11	01	01
17	The teachers' room has satisfying sitting equipments.	NIL	06	18	09	01
18	The teachers' toilet has enough space.	03	08	11	11	01
19	The teachers get safe drinking water in the institution.	08	25	NIL	NIL	01
20	The teachers' room is kept as a plastic-free zone.	07	18	06	02	01
21	Apart from General Provident Fund, the institution offers the facility of a cooperative for the employees.	16	17	NIL	NIL	01
22	The institution has a mechanism to effectively address the CAS-related issues of the incumbents.	11	21	NIL	01	01
23	The college authority has extended helping hands to teachers willing to join Refreshers Course/Orientation Programme/Short Term Course/Faculty Induction Programme	08	25	NIL	NIL	01
24	You are acquainted with service rules and the updates relating to the security of your service.	09	24	NIL	NIL	01



OBSERVATIONS

1. 58.81% (17.64% strongly agreed+ 41.17% agreed) participants find separate room for conducting departmental activities, while 41.16(17.64 disagreed+ 23.52% strongly disagreed) report that they do not get that facility.
2. 94. 05 %(44.11% strongly agreed + 52.94% agreed) participants take part in departmental meetings, whereas 02.94% participants do not take part.
3. 79.41% (26.47% strongly agreed+52.94% agreed) participants think that they have fair participation in management roles, 20.58 %(17.64% disagreed+02.94% strongly disagreed) responded in negative.
4. 88.22% participants (20.58% strongly agreed+ 67.64% agreed) think that the existing mechanism for meeting the parents is satisfactory, while 11.76% participants do not subscribe to the view.
5. 99.99% participants find the current mechanism to address cases of gender injustice at the workplace satisfactory.
6. 76.46% participants(8.82% strongly agreed+67.64% agreed) think that there has been considerable upgradation of the teaching equipments in the institution, while 20.58% disagreed and 02.94% did not respond.
7. 44.11%(08.82% strongly agreed+35.29% agreed) participants think that their administrative workload has a negative impact on the classroom activity, while 55.87% (41.17% disagreed+ 14.70% strongly disagreed) refused to subscribe to this view.
8. 73.52% (14.70% strongly agreed+58.82% agreed)participants think that the institution provides computing facility for their departmental activities, while 23.52% (11.76% disagreed+ 11.76% strongly disagreed) admit that they do not avail this, and 02.94% participants give no response.
9. 76.46%(17.64% strongly agreed+58.82% agreed) participants find a reading zone in the library devoted to the teachers. 20.58%(14.70% disagreed+ 5.88% strongly disagreed) participants disagreed possibly



- because they are not satisfied with the inadequate space for the teachers in the library. 02.94% participants refuse to respond.
10. 32.34%(17.64% disagreed and 14.70% strongly disagreed) admit that they have not received financial aid from the institution for attending seminars/workshops. 64.69%(17.64% strongly agreed+47.05% agreed) participants think otherwise possibly because of the fact that though they did not receive such aid, they know that such a mechanism is in place in the institution. 02.94% participants give no response.
11. 44.11%(32.35% disagreed + 11.76% strongly disagreed) participants do not find books in the college library that could satisfy their research requirement, whereas 52.94% participants think otherwise and 02.94% participants do not respond.
12. 82.34%(23.52% strongly agreed+58.82% agreed) participants think that the institution encourages them to publish research articles, while 14.7%(8.82% disagreed+5.88% strongly disagreed) participants negatively responded and 02.94% did not give any response.
13. 85.28%(44.11% disagreed+ 41.17% strongly disagreed) participants do not find a variety of nutritious eatables in the college canteen, while 11.76%(5.88% strongly agreed+5.88% agreed) participants have a different opinion, with 02.94% having no response at all.
14. 94.11%(35.29% strongly agreed+58.82% agreed) participants think that the interaction with the Principal of has remained fruitful in various problem-solving situations, while nobody responded in negative and 5.88% participants provide hardly any response.
15. 67.64% (26.47% disagreed+ 41.17% strongly disagreed) participants do not find the teachers' room very spacious, while 26.46% (02.94% strongly agree+ 23.52% agree) participants think otherwise and 5.88% participants have no opinion in this regard.
16. 35.29%(32.35% disagreed+2.94%) participants do not find the teachers' room very clean, while 61.76%(11.76 strongly agreed+ 50% agreed) participants have a different opinion and 2.94% participants do not respond.
17. 79.41% (52.94% disagreed+26.47% strongly disagreed) participants do not think that the teachers' room lacks satisfying sitting equipments.



- while 17.64%(agreed) are satisfied with the existing equipments and 2.94% participants do not respond.
18. 64.7%(32.35% disagreed+ 32.35% strongly disagreed) participants do not think that the teachers' toilet has enough space, while 32.34%(8.82% strongly agreed+ 23.52% agreed) participants are of a different view and 2.94% participants give no response.
19. 97.04%(23.52% strongly agreed+ 73.52% agreed) participants think that the teachers get safe drinking water in the institution, while nobody responded in negative. 2.94% participants do not offer any view.
20. 73.52%(70.58% strongly agreed+ 52.94% agreed) participants find the teachers' room as a plastic-free zone, while 23.52%(17.64% disagreed+ 5.88% strongly disagreed) participants do not find it a plastic-free zone and 2.94% participants remain aloof.
21. 97.05%(47.05 strongly agreed+ 50% agreed) participants find that apart from General Provident Fund, the institution offers the facility of a cooperative for the employees, nobody responded in negative and 2.94% participants do not respond.
22. 94.11%(32.35 strongly agreed+ 61.76% agreed) participants find that the institution has a mechanism to effectively address the CAS-related issues of the incumbents, while 2.94% participants strongly disagreed to this view and 2.94% participants do not respond.
23. 97.04%(23.52% strongly agreed+ 73.52% agreed) participants think that the college authority has extended helping hands to teachers willing to join Refreshers Course/Orientation Programme/Short Term Course/Faculty Induction Programme, nobody responded in negative terms, though 2.94% participants do not respond.
24. 97.05%(26.47% strongly agreed+ 70.58% agreed) participants are of the view that they are acquainted with service rules and the updates relating to the security of your service, while 2.94% participants do not respond.

RECOMMENDATIONS

1. Since 41.16% participants (17.64% disagreed+ 23.52% strongly disagreed) are of the view that apart from classrooms and the teachers' room, they don't have separate room for departmental activities, the authority may

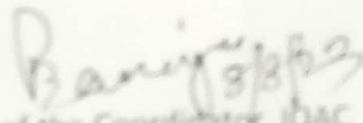


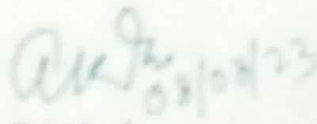
- take the following steps: (a) Expansion of the teachers' room (b) Separate lounge with study cubicles for the faculties of each department where they can sit comfortably to consult colleagues, plan lessons, check answer scripts, set questions and organize departmental meetings.
2. Since 44.11%(08.82% strongly agreed+35.29% agreed) participants think that their administrative workload has a negative impact on the classroom activity, the authority may adopt the following measures: (a) Sending the notices and official instructions not during their class hours (b) Creating a mechanism for collaborative approach to given assignments within departments, thereby reducing the workload of HODs
 3. Since 32.34%(17.64% disagreed and 14.70% strongly disagreed) admit that they have not received financial aid from the institution for attending seminars/workshops, the college may take the following steps: (a) Creating a mechanism to let the faculties know that the authority is willing to offer this facility (b) Ensuring the submission of all seminar/workshop-related documents to IQAC and the Research Subcommittee for the smooth completion of the project
 4. 44.11%(32.35% disagreed + 11.76% strongly disagreed) participants do not find books in the college library that could satisfy their research requirement, the authority may ask the faculties to prepare book list, keeping in mind their own research requirements, apart from including the books meant for the students in the next phase of book purchase for the college library
 5. Since 85.28%(44.11% disagreed+ 41.17% strongly disagreed) participants do not find a variety of nutritious eatables in the college canteen, the authority may take the following steps: (a) Engaging the Canteen Subcommittee to increase the range of healthy eatables (b) Making a survey among the students to get an idea of their specific requirements
 6. Since 67.64% (26.47% disagreed+ 41.17% strongly disagreed) participants do not find the teachers' room very spacious, the authority may take steps to (a) expand the ^{teachers'} classroom and (b) take measure for ensuring the optimum use of the existing space



7. Since 35.29%(32.35% disagreed+0.2.94%) participants do not find the teachers' room very clean, the authority may take steps for (a) removing the unnecessary objects and the visual clutter, if any, in the teachers' room (b) dusting the furniture and the material objects at regular intervals
8. Since 79.41% (52.94% disagreed+26.47% strongly disagreed) participants do not think that the teachers' room lacks satisfying sitting equipments, the authority may go for (a) purchasing adequate number of durable wooden chairs (b) removing the existing metal chairs, at least two of which collapsed in the last few years with the possibility of causing bodily harm to the teachers
9. Since 64.7%(32.35% disagreed+32.35% strongly disagreed) participants do not think that the teachers' toilet has enough space, the authority may consider (a) remodeling and reconstructing the existing toilet (b) the regular cleaning schedule for the toilet

This report consisting of observation and recommendation is being submitted to the Secretary, Governing Body on 08/03/2023


Signature of the Coordinator, IQAC
Coordinator of IQAC
Asanagar M.M.T. College
Asanagar, Nadia


Principal
Principal
Asanagar Mahavidyalaya, Asanagar College
Asanagar, Nadia



FEEDBACK FROM THE NON-TEACHING STAFF 2022-2023

FEEDBACK ANALYSIS

INTERNAL QUALITY ASSURANCE CELL

ASANNAGAR MADAN MOHAN TARKALANKAR COLLEGE

Sl. No.	CONTENT	NO. OF PARTICIPANTS SAYING YES	NO. OF PARTICIPANTS SAYING NO	NO. OF PARTICIPANTS GIVING NO ANSWER
1	Are you satisfied with the workspace and its equipments?	08	01	x
2	Are you enjoying the right to speak for your workplace demands?	07	02	x
3	Do you have proper sanitary and health facilities at the workplace?	07	01	01
4	Do you find your relations to the management friendly and democratic?	08	01	x
5	Does your institution assure/protect your pay and financial benefit?	06	03	x
6	Is the workload evenly distributed?	08	01	x
7	Is there an effective grievance redressal system in place for you?	07	02	x
8	Are the gender equity parameters set by the institution properly followed?	09	x	x
9	Do you participate in cross-cutting activities like ethical/cultural/celebratory events?	08	01	x
10	Are you completely aware of your service conditions, emoluments thereof, and rules/guidelines?	08	01	x



RECOMMENDATIONS

1. 55.00% participants are satisfied with the workplace and its management, while 45.00% participants mention that dissatisfaction.
2. 77.77% participants are enjoying the right to speak for their workplace demands, while 22.22% participants are not enjoying the right.
3. 77.77% participants are happy with the workers and trade facilities in the workplace, while 22.22% participants expressed a negative and 11.11% participants refused to respond.
4. 55.55% participants find that relation to the management friendly and democratic, while 44.44% participants expressed a negative.
5. 55.55% participants find that the collective representation that was not followed specially, while 44.44% participants expressed a negative.
6. 55.55% participants find that the workplace is under the control, while 44.44% participants do not find it so.
7. 77.77% participants find that there is an effective grievance redressal system in place in their, while 22.22% participants do not find it effective.
8. 55.55% participants find that the gender equity participation in the workplace are properly followed.
9. 55.55% participants find that they participate in union related activities like strikes, demonstration, union, while 44.44% participants do not participate in such union.
10. 55.55% participants find that they are completely aware of their various workplace conditions, demand, and responsibilities, while 44.44% participants mention their ignorance.

RECOMMENDATIONS

1. Since 45.00% participants find that the workplace does not demonstrate their age and financial specially, the authority may take the following steps:
 - (a) Enhancement of basic infrastructure provided by the government is also taken apart from the development of others.
 - (b) Adoption of a participatory mode of policy framing for the development of infrastructure related responsibilities for the new teaching staff.
 - (c) Adoption of a participatory mode of policy framing for the development of others for the new teaching staff appointed as school level.
2. Since 22.22% participants find that they are not enjoying the right to speak for their workplace demands, the authority may take the following steps:



- (a) Giving instructions to convene a meeting of the internally formed Non Teaching Council in order to discuss whether there is any feeling of discontent with the ways things are running in the institution
 - (b) To initiate a dialogue with the Non Teaching Staff representative in the Governing Body meeting
 - (c) To form and streamline Internal Complaint Committee to officially receive complaints, if any
3. Since 22.22% participants do not find any effective grievance redressal system in place for them, the authority may take the following steps:
- (a) To form and streamline Internal Complaint Committee in order to formally receive complaints, if any
 - (b) To give instructions for convening meetings of internally formed Non Teaching Council on regular basis
 - (c) To remind and encourage the use of complaint boxes on the campus, if necessary in anonymous mode

[Handwritten Signature]

Coordinator, IQAC

Coordinator of IQAC
Asaramar M.M.T. College
Asaramar, Nellore

[Handwritten Signature]
08/08/23

Principal

Principal
Asaramar Water Women Technical College
Asaramar, Nellore



ASANNAGAR MADAN MOHAN TARKALANKAR COLLEGE

56 Majhdia Road, P.O.- Asannagar, Nadia, Pin - 741161

NAAC ACCREDITED 1ST Cycle Grade - B

(Affiliated to the University of Kalyani & Approved by the UGC under section 2(f) & 12B)

Extract of G.B Resolution

Meeting no.: 17/3,

Date: 8th August, 2023

Time: 11.00 A.M

SL. NO	MEMBERS, DESIGNATION
1	SRI HIMALENDU SINHA ROY, PRESIDENT, GOVT. NOMINEE
2	DR. ASOK KR. DAS, PRINCIPAL / SECRETARY
3	DR. SOMNATH BANERJOPADHYAY, STATE COUNCIL NOMINEE
4	SRI SAMARENDRA NATH BISWAS, GOVT. NOMINEE
5	DR. DIPANJAN GHOSH, GOVT. NOMINEE (ONLINE MODE)
6	DR. SUCHISMITA SANYAL, KUL. NOMINEE
7	SRI ASIT SARKAR, KUL. NOMINEE
8	SRI NILENDU BISWAS, TR
9	SRI PARTHA BANERJEE, TR
10	DR. PROKLASH BISWAS, TR
11	SMT KRISHNA SARA, NTR

Agenda B: Misc.

(a) As IQAC submission 08/08/2023 (a) Analysis of Students' Feedback (online) for the session 2022-2023, (b) Analysis of Teachers' Feedback for the session 2022-2023 and (c) Analysis of Non-Teaching Staff's Feedback for the session 2022-2023, the Secretary of the Governing Body was pleased to place those for discussion and the following decisions were unanimously taken with reference to the feedbacks received and analysed.

(a) The HODs will be instructed to organise departmental meetings for allotting teaching assignments to the faculties and preparing annual study plan at the outset of the academic activities for the 1st semester.



- (b) The convener of the Academic Subcommittee will be asked to convene meetings at regular intervals to discuss the coverage of syllabus, the preparation of the annual study plan, mentor-mentee composition, the situation of existing add-on courses and the use of more student-friendly teaching strategies in the various departments.
- (c) Principal informed that a Canteen Subcommittee meeting already took place on 28/07/2023 in which it was recommended that a survey would be conducted among the students to have an idea of their requirements in the canteen and that a rate chart would be offered for the students in the canteen.
- (d) Principal informed that the Secretary of Non- Teaching Staff Council was selected for one year and it was recorded in GB meeting dated 20/05/2023 in order to ensure a participatory mode of functioning and Principal assured that meetings of the Council would be organised at regular intervals to listen to complaints, if any.
- (e) Principal informed that for streamlining the Internal Complaint Committee the functional validity of the Committee was already formally extended and the need for including one student member was already pointed out as it was recorded in the proceedings of GB meeting dated 20/05/2023
- (f) It was recommended that the Cultural Subcommittee would organise a cultural programme on the eve of Durga Puja in the month of October, 2023 and use that occasion to form groups of students with potential for recitation, music and dance following week-long rehearsals
- (g) Principal reported that in response to a long-standing demand, arrangements for a few wooden chairs to be kept in the teachers' room have already been made and the matter was already discussed in GB meeting dated 18/03/2023
- (h) Principal assured that he would (i) issue notice for the faculties letting them know about the opportunity for receiving financial aid for taking part in seminars/conferences upon submission of valid documents, (ii) issue notice for the faculties for prioritizing their research interest in addition to catering to the need of the students while preparing book lists at the time of book purchase in days to come, (iii) issue notice for the Non-Teaching Staffs appointed on provisional basis for removing wastes and unnecessary materials from the Teachers' room, dusting the floor and furniture in the Teachers' room at regular intervals and maintaining a cleaning schedule on daily basis for the Teachers' toilets (iv) issue notice for getting a list of requirements as to indoor games from the Dept. of Physical Education
- (i) Principal assured that as already evident in the GB meetings proceedings dated 16/01/2023 and 20/05/2023 attempts have already been made to complete the construction of the new building and the completion of the project in future would certainly benefit the teachers who



are now dissatisfied with the inadequate space in the teachers' room on the first floor of the old building. In this connection, Principal also informed that with the financial aid coming from the MLA fund, a separate classroom was built up and it was already mentioned in the GB proceedings dated 20/05/2023.

Sd/-
President
Asannagar MMT College

Attested
[Signature]
Principal
10/08/23
Asannagar Maitra Nikun Tatyobanur College
Asannagar, Nadia