

Dr. B.R. Ambedkar Satabarshiki Mahavidyalaya



ESTD - 2005

(Affiliated to West Bengal State University, Barasat as a Degree College)

P.O- HELENCHA COLONY • P.S. – BAGDAH • DIST- 24 PGS (N) • PIN- 743270

Ref. No. 1166(H)/22

Date: 04.01.2022

NOTICE

In pursuance of the GO vide No-753/XVII-ISS/2M-22/2020 dated 02/01/2022, 01-Pr Secy-HED/2022 dated 03/1/2022 and the resolutions adopted in the meetings with following Committees/Cells **NAAC Steering Committee 2. Academic Sub-Committee 3. Covid Cell 4. Examination Sub-Committee 5. ECAC** it is notify all concerned that from 03/1/2022 onwards following measures would be adopted to keep all available systems/services active and functional till further notification so that forth coming NAAC PTV would be smooth and effective and closing of onsite activities in college campus due to further spread of Covid-19 would not put hindrances on the way of our usual/normal functioning.

- i. Classes will be held via online mode using college G-Suite account as per college Odd Semester Time table for 2021-22 available in college website.. If it is found teachers are not taking classes sincerely and seriously they may be instructed to take their online classes from college campus using college infrastructure.
- ii. LMS portal must be made active by uploading study materials regularly and providing assignments in MCQ pattern.
- iii. Individual Youtube channel must be updated with regular uploading of video lectures.
- iv. Regarding working days/week the extant GB resolution would be adopted and leave rules will be applied accordingly as during offline campus activities.
- v. Weekly class report must be submitted to the VP as before.
- vi. For Internal Assessments some strategic & structural changes are made and duly conveyed to respective heads for execution.
- vii. For upcoming offline examination some decisions keeping in mind the past experience to safeguard the interest of examinees & examiners are taken and would be executed accordingly if offline activities remain off till that period. Decisions would be conveyed to all staff members in due course.
- viii. All departments shall take immediate and necessary preparations to decorate their respective depts and complete the arrangements by 31st Jan, 2022. On demand they will be provided a certain amount as per the budgetary allocation for the said purpose. Apart from this they can requisition the required articles for their departments through NAAC Coordinator. Convenor of P&R Subcommittee will take appropriate steps to purchase those articles.

- ix. All the respective team leaders of NAAC Chapters are instructed to go through the qualitative metrics of their respective chapters and to start arranging the physical preparations as per the inputs provided there in. They are also instructed to advise the college regarding the arrangements to be made centrally as per the inputs available in their respective chapters. They are solely responsible for the claims made in their respective chapters and assist and advise the college accordingly to get ready well ahead of NAAC PTV.
- x. Departments are instructed to start preparing their departmental PPTs in coordination with NAAC coordinator. The format and inputs are there with NAAC Coordinator.
- xi. Principal and IQAC also to start their PPT preparations.
- xii. ECAC instructed to take necessary steps to install sanitary vending machines, incinerator, and plastic recycling machine and to complete drinking water installation process.
- xiii. Compost Pit must be re-activated and made functional to meet our daily needs of organic fertilizer.
- xiv. Cleaning of campus must be on regular basis during the closing of onsite activities in the campus period.
- xv. Both the gardens must be nurtured and all plants and trees must be taken care of duly to beautify the campus to our level best.
- xvi. Covid Cell will continue to play its proactive role in combating the spread of Covid-19 and take all necessary measures to make its presence felt by all stake holders as usual.
- xvii. NSS, ECAC, Covid Cell and CLOC committee will mutually take necessary measures to look after the adopted villages effectively.
- xviii. NSS in coordination with Covid Cell will deploy its volunteers in disinfecting the college campus by using bleaching powder and other such disinfectant materials on every Monday.
- xix. Office will function in all week days except Saturday with 50% staff members including Contractual Librarian. Monday for all sections of office.
- xx. Admission, Accounts, Cash, Scholarships, Record and PF sections to get ready for NAAC PTV.



04.01.2022

Dr Chittaranjan Das
Principal

Principal
DR. CHITTARANJAN DAS
Dr. B.R.A.S. Mahavidyalaya
Helencha, North 24 Parganas.

Copy to : College Website, SBF Group, TC group