

To
The Principal,
Narasinha Dutt College,
Howrah

Sub: IQAC Recommendations for 2020-21

Madam,

Although the college remains closed as per Govt. notification due to the Covid Pandemic, I would place the following recommendations on behalf of the IQAC for your kind consideration and necessary action so that teaching-learning and other allied activities may continue in the present 'new normal' situation:

1. Webinars and special lectures be regularly arranged to keep the young learners focused and motivated.
2. Online classes be held and study-materials provided digitally to facilitate the delivery of the curricula.
3. Co-curricular/Cultural events be organized in the digital mode to engage and inspire the students.
4. E-library facilities be extended to the students and teachers.
5. Students' Mentoring process be introduced from the upcoming academic session.
6. Online admission, registration, evaluation etc. be updated with proper guidelines for the benefit of the students, teachers and staff-members.
7. Necessary steps be initiated towards the formation of the Parent-Teacher Association in the college.
8. Some steps be taken towards formation of a forum for Value Education.
9. Renovation of the staff-room & construction of new class-rooms be completed.
10. Regular cleaning and maintenance of the college campus be done during the lock-down period.

Hope you will respond to these recommendations and do the needful.

Thanking You,

Yours Sincerely,

**Coordinator, IQAC
Narasinha Dutt College
Howrah**

kchattopadhyay

Co-ordinator, IQAC

Dated, Howrah, 30/06/2020