

AL AMEEN MEMORIAL MINORITY COLLEGE
JOGIBATTALA, BARUIPUR, KOLKATA-700145

Seminar on Faculty Development Programme
On Principle and Practices of Effective Student Assessment

Seminar Topic : " ONE DAY FACULTY DEVELOPMENT PROGRAMME ON
ART OF EFFECTIVE TEACHING: Problems and Solutions"

Venue : Multipurpose Hall

Organised by : IQAC, Al Ameen Memorial Minority College

17th July, 2018

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1. Introduction
2. Programme Scheduled
3. Working Session
4. Photographs

1. INTRODUCTION

The Internal Quality Assurance Cell of Al Ameen Memorial Minority College is proud to announce a one-day faculty development programme on the "Art of Effective Teaching," scheduled for the 17th of July, 2018. This comprehensive workshop aims to equip faculty members with the necessary skills and techniques to enhance their teaching effectiveness and create an engaging learning environment for students.

The programme will feature expert-led sessions covering various aspects of effective teaching, including innovative teaching methodologies, pedagogical approaches, classroom management strategies, and the integration of technology in teaching. Participants will have the opportunity to engage in interactive discussions, practical exercises, and hands-on activities designed to enhance their teaching skills and foster continuous professional development.

Through this initiative, the Internal Quality Assurance Cell seeks to empower faculty members to deliver high-quality education that meets the evolving needs of students and promotes academic excellence. By investing in the professional growth of faculty members, the college is committed to enhancing the overall teaching-learning experience and nurturing a culture of excellence in education.

Faculty members from all departments are encouraged to participate in this enriching programme and contribute to the collective effort of fostering a culture of continuous improvement in teaching practices. Together, we can strengthen the foundation of our educational institution and empower our students to excel in their academic pursuits.

The total number of participants - 20



2. PROGRAMME SCHEDULE

17th July, 2018 (Monday)

10:00 - 10:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

10:15 A.M. – 11:30 A.M. – >Group – 1 – Dr. Indrani Sarkar

12 Noon – 1:30 P.M. – >Group – 2 – Dr. Samiresh Prasad Ghosh

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

Session - 1 : Dr. Indrani Sarkar, AM B.Ed. College

The topics covered:

- i) Enquiry-based teaching
- ii) Higher Order thinking question

Session - 2 : Dr. Samiresh Prasad Ghosh, Firmer Principal, Dhrubachand Halder College

The Topics Covered

- i) Personalized learning
- ii) Effective questioning techniques

4. PHOTOGRAPHS



Al Ameen Memorial Minority College
Jogibattala, Baruipur, Kolkata 700145, West Bengal

One day Workshop on Faculty Development Programme (FDP) on Intellectual Property Rights
Workshop Topic : "IPR Awareness Programme"
(Following the guideline of National Intellectual Property Awareness Mission, February 16, 2022)
Venue : Multipurpose Hall
Organised by : IQAC, Al Ameen Memorial Minority College

10th November , 2018

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- 1.Introduction
- 2.Programme Scheduled
- 3.Working Session
4. Photographs

1. INTRODUCTION

The Intellectual Property Rights Awareness Programme (IPR) is designed to educate individuals and businesses about the importance and benefits of protecting intellectual property. It aims to increase understanding of various forms of intellectual property, including patents, trademarks, copyrights, and trade secrets. By participating in the IPR Awareness Programme, participants will learn about the legal mechanisms available to safeguard their innovations and creative works, thereby fostering a culture of respect for intellectual property and encouraging innovation and economic growth. This initiative is crucial for empowering creators and protecting their rights.

The Intellectual Property Rights Awareness Programme (IPR) leads to several key outcomes: increased understanding of intellectual property laws, enhanced ability to protect innovations, and greater respect for intellectual property rights. It fosters a culture of innovation, reduces instances of infringement, and supports economic growth by encouraging creative and inventive activities. Additionally, it equips individuals and businesses with the knowledge to navigate legal processes and leverage their intellectual assets effectively.

The total number of participants – 22



2. PROGRAMME SCHEDULE

10th November , 2018

11:00 - 11:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

11:15 A.M. – 1:30 A.M. – >Group – 1 – Dr. Mehedi Kamal

02:00 P.M. – 03:30 P.M. – >Group – 2 – Dr. Mehedi Kamal

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

Session - 1 : Dr. Mehedi Kamal, Assistant Professor, Aliya University

The topics covered :

i) Importance of Protecting Intellectual Property.

Session - 2 : Dr. Mehedi Kamal, Assistant Professor, Aliya University

The Topics Covered :

i) Creating an Effective Intellectual Property

4. PHOTOGRAPHS



Al Ameen Memorial Minority College
Jogibattala, Baruipur, Kolkata 700145, West Bengal

Seminar on Faculty Development Programme (FDP) on Writing of Research Paper

Seminar Topic :

" Understanding the Secret of Good Research Paper"

Venue : College Multipurpose Hall

Organised by : IQAC, Al Ameen Memorial Minority College

26th November, 2018

CONTENTS

- 1.Introduction
- 2.Programme Scheduled
- 3.Working Session
4. Photographs

1. INTRODUCTION

Writing a research paper is a crucial skill for academic success, involving the systematic investigation of a topic to establish facts and reach new conclusions. The essence of a good research paper lies in its clarity, coherence, and originality. It requires a well-defined thesis, meticulous research, critical analysis, and logical structure. Understanding these components is key to producing high-quality work that contributes meaningfully to the field of study.

Mastering the art of writing a research paper leads to several significant outcomes. Firstly, it enhances critical thinking and analytical skills, enabling researchers to evaluate sources and arguments rigorously. Secondly, it fosters effective communication, as presenting complex ideas clearly and concisely is paramount. Additionally, it promotes academic integrity through proper citation and adherence to ethical standards. Ultimately, a well-crafted research paper not only advances knowledge within a discipline but also establishes the author's credibility and expertise, paving the way for further academic and professional opportunities.

The total number of participants – 21



2. PROGRAMME SCHEDULE

26th November , 2018

11:00 - 11:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

11:15 A.M. – 1:15 A.M. –>Group – 1 – Dr. Siddhartha Biswas, St. Pauls Cathidral Mission,Kolkata
02:00 P.M. – 03:30 P.M. –>Group – 2 – Dr. Siddhartha Biswas,St. Pauls Cathidral Mission,Kolkata

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

Session - 1 : Dr. Siddhartha Biswas, Associate Professor, st. Pauls Cathedral Mission,Kolkata

The topics covered

- i) Research dedign and methodology
- ii) Structure of research peper

Session - 2 : Dr. Siddhartha Biswas, Associate Professor, st. Pauls Cathedral Mission,Kolkata

The Topics Covered

- i) Ethical considerations and best practices
- ii) Ethical considerations in data collection

4. PHOTOGRAPHS



Al Ameen Memorial Minority College
Jogibattala, Baruipur, Kolkata 700145, West Bengal

Workshop on Faculty Development Programme On Soft Skills
Workshop Topic : " PREPARING STUDENTS FOR SOFT SKILLS: TEACHERS ROLE"
Venue : Multipurpose Hall
Organised by : IQAC, Al Ameen Memorial Minority College

19th March, 2019

CONTENTS

- 1.Introduction
- 2.Programme Scheduled
- 3.Working Session
4. Photographs

1. INTRODUCTION

Faculty Development Programme on "Preparing Students for Soft Skills: Teachers' Role," held on March 19, 2019, at Al Ameen Memorial Minority College. This initiative focuses on equipping educators with essential strategies to enhance students' soft skills, which are crucial for their personal and professional growth. As teachers, we play a pivotal role in nurturing these competencies, such as communication, teamwork, and problem-solving. Today's session aims to provide valuable insights and practical approaches to effectively integrate soft skills training into our teaching methodologies. Let us collaborate and innovate to better prepare our students for the challenges ahead.

Outcomes of the Faculty Development Programme on "Preparing Students for Soft Skills: Teachers' Role":

- i)Enhanced understanding of the importance of soft skills in student development.
- ii)Practical strategies for integrating soft skills training into the curriculum.
- iii)Improved techniques for assessing students' soft skills.
- iv)Strengthened collaboration among faculty to promote a soft skills-oriented learning environment.
- v) Empowered teachers to effectively mentor and guide students in developing essential soft skills for their future success.

The total number of participants – 21



2. PROGRAMME SCHEDULE

19th March, 2019

12:00 - 12:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

12:15 A.M. - 1:30 A.M. ->Group - 1 - Matin Ahmed, (IQAC Co-ordinator, Al Ameen Memorial Minority College)

02:00 P.M. - 03:30 P.M. ->Group - 2 - Matin Ahmed, (IQAC Co-ordinator, Al Ameen Memorial Minority College)

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

Session - 1: Matin Ahmed, (IQAC Co-ordinator, Al Ameen Memorial Minority College)

The topics covered :

- i) Defining soft skills and their categories
- ii) Importance of soft skills in career development

Session - 2 : Matin Ahmed, (IQAC Co-ordinator, Al Ameen Memorial Minority College)

The Topics Covered :

- i) Methods to incorporate soft skills into existing courses
- ii) Utilizing digital tools to teach and assess soft skills

4. PHOTOGRAPHS



Al Ameen Memorial Minority College
Jogibattala, Baruipur, Kolkata 700145, West Bengal

Seminar on Faculty Development Programme (FDP) on Calculation of Income Tax and Financial Planning

Seminar Topic: " Ethical Issues in Calculation And Filling of Income Tax

Venue : Multipurpose Hall

Organised by : IQAC, Al Ameen Memorial Minority College

7th May, 2019

CONTENTS

- 1.Introduction
- 2.Programme Scheduled
- 3.Working Session
4. Photographs

1. INTRODUCTION

Calculating income tax and financial planning are crucial aspects of personal and corporate finance. However, ethical considerations play a vital role in these processes. Ensuring accuracy, transparency, and compliance with tax laws are paramount to maintaining ethical standards. Ethical issues may arise when individuals or businesses attempt to evade taxes through fraudulent means or exploit loopholes for personal gain. Additionally, ethical dilemmas can emerge when tax professionals face conflicting interests between maximizing deductions for clients and adhering to legal and moral obligations. Addressing these ethical concerns requires integrity, honesty, and a commitment to upholding the principles of fairness and justice in financial matters.

The impact of ethical considerations in income tax calculation and financial planning is significant. Ethical behavior ensures compliance with tax laws, promotes transparency, and maintains trust between taxpayers and authorities. Conversely, unethical practices can lead to legal consequences, financial penalties, and reputational damage. By adhering to ethical standards, individuals and businesses uphold integrity in their financial affairs, contributing to a fair and just tax system while fostering trust and confidence in the broader financial ecosystem.

The total number of participants – 21



2. PROGRAMME SCHEDULE

7th May , 2019

12:00 - 12:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

12:15 A.M. – 1:30 A.M. –>Group – 1 – Dr. Anirban Ghosh

02:00 P.M. – 03:30 P.M. –>Group – 2 – Dr. Anirban Ghosh

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

Session - 1 : Dr. Anirban Ghosh, Professor, Netaji Subhash Open University

The topics covered :

- i) Discussion on ethical leadership traits and their influence on organizational culture.
- ii) Strategies for promoting transparency and accountability in income tax calculation and filing processes.

Session - 2 : Dr. Anirban Ghosh, Professor, Netaji Subhash Open University

The Topics Covered :

- i) Effective communication strategies for addressing ethical concerns with stakeholders.
- ii) Role of leaders and professionals in promoting ethical behavior in tax-related activities

4. PHOTOGRAPHS



Al Ameen Memorial Minority College
Jogibattala, Baruipur, Kolkata 700145, West Bengal
Seminar on Faculty Development Programme (FDP)
on Outcome Based Education

Seminar Topic : ROLE OF TEACHER IN FORMULATING AND IMPLEMENTING OUT COME BASED CURRICULUM

Venue : Multipurpose Hall

Organised by : IQAC, Al Ameen Memorial Minority College

05th August, 2019

CONTENTS

- 1.Introduction
- 2.Programme Scheduled
- 3.Working Session
4. Photographs

1. INTRODUCTION

The seminar conducted by the Internal Quality Assurance Cell on August 5th, 2019, at Al Ameen Memorial Minority College delved into the vital theme of Outcome-Based Education (OBE) and elucidated the indispensable role of teachers in crafting and executing OBE curriculum. It emphasized the crucial responsibility of educators in aligning educational objectives with specific outcomes, fostering an environment conducive to skill acquisition and competency development. The session underscored the significance of teachers in designing assessments that accurately gauge student proficiency in achieving these outcomes. Furthermore, it stressed the imperative for continuous refinement of teaching methodologies based on outcomes assessment and student feedback. Through collaborative efforts and ongoing professional development, teachers were urged to take an active part in driving the successful implementation of OBE principles, thereby ensuring comprehensive student growth and academic excellence at Al Ameen Memorial Minority College.

In Outcome-Based Education (OBE), the teacher plays a crucial role in aligning educational objectives with specific outcomes, fostering skill development and competency acquisition among students. Their responsibilities include designing assessments to measure student proficiency, adapting teaching methods based on outcomes assessment and feedback, and collaborating with stakeholders to ensure successful implementation of OBE principles, ultimately facilitating comprehensive student growth and academic excellence.

The total number of participants – 21



2. PROGRAMME SCHEDULE

05th August, 2019

10:00 - 10:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

10:15 A.M. - 11:30 A.M. - >Group - 1 - Dr. Indrani Sarkar

12 Noon - 1:30 P.M. - >Group - 2 - Dr. Samiresh Prasad Ghosh

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

Session - 1 : Dr. Samiresh Prasad Ghosh, Firmer Principal, Dhruvachand Halder College

The topics covered

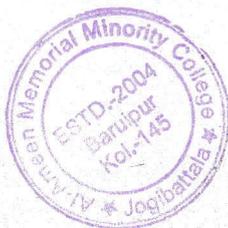
- i) Designing curriculum and assessments
- ii) Fostering active learning

Session - 2 : Dr. Indrani Sarkar, AM B.Ed. College

The Topics Covered

- i) Clarity of Learning Outcomes
- ii) Alignment of Curriculum

4. PHOTOGRAPHS



Al Ameen Memorial Minority College
Jogibattala, Baruipur, Kolkata 700145, West Bengal

One day Workshop on Providing on First - Aid to Students
Workshop Topic : "FIRST- AID IS THE FIRST STEP OF TREATMENT"
Venue : College Multipurpose Hall
Organised by :NSS Cell, Al Ameen Memorial Minority College

8th February, 2020

CONTENTS

- 1.Introduction
- 2.Programme Scheduled
- 3.Working Session
4. Photographs

1. INTRODUCTION

First aid is the immediate care provided to someone who has been injured or suddenly taken ill, and it is the first step of treatment. On 8th February 2020, Al Ameen Memorial Minority College emphasized the importance of first aid training for students. This initiative aims to empower students with the skills to act confidently in emergencies, managing situations such as cuts, burns, fractures, or cardiac arrest until professional help arrives. By equipping students with basic first aid knowledge, including CPR and wound care, the college ensures they are prepared to bridge the critical gap before professional medical treatment becomes available, potentially saving lives and preventing further harm.

First aid training equips students with vital skills to handle emergencies effectively. It instills confidence and preparedness, enabling prompt response to injuries or sudden illnesses. By learning CPR, wound care, and other essential techniques, students can prevent conditions from worsening and potentially save lives. Ultimately, first aid training fosters a safer environment and bridges the gap until professional medical treatment arrives.

The total number of participants – 33



2. PROGRAMME SCHEDULE

8th February , 2020

1:00 - 1:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

1:15 A.M. – 2:30 A.M. –>Group – 1 : Dr. Sakil Ahmed, Diamond Harbour Govt. Medical College and Hospital

3:00 P.M. – 04:30 P.M. –>Group – 2 – Dr. Sakil Ahmed, Diamond Harbour Govt. Medical College and Hospital

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

Session - 1: Dr. Sakil Ahmed, Diamond Harbour Govt. Medical College and Hospital

The topics covered :

- i) Understand the importance on first-aid
- ii) Identify the common medical emergencies

Session - 2 : Matin Ahmed, (IQAC Co-ordinator, Al Ameen Memorial Minority College)

The Topics Covered :

- i) Safety and prevention tips
- ii) Role-playing scenarios to practice first aid techniques

4. PHOTOGRAPHS



AL AMEEN MEMORIAL MINORITY COLLEGE
JOGIBATTALA, BARUIPUR, KOLKATA-700145

Seminar on Faculty Development Programme (FDP)
on Art of Teaching with Latest Technology based on Google

Seminar Topic: "Google Platform and Classroom"
Venue : Multipurpose Hall
Organised by : IQAC, Al Ameen Memorial Minority College

30th March, 2020

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- 1.Introduction
- 2.Programme Scheduled
- 3.Working Session
4. Photographs

1. INTRODUCTION

Google Classroom is a free web service developed by Google that aims to simplify creating, distributing and grading assignments. The primary purpose of Google Classroom is to streamline the process of sharing files between teachers and students. This Faculty Development Programme is a follow up of a One-day workshop on "Use of Google Classrooms for Formalised Online Teaching" which was held on the 30th of March, 2020. This workshop gave an opportunity to familiarize faculty with various tools and techniques for effective online teaching and management of classes through Google Classrooms. This Faculty Development Programme provided a way to create an intensive educational experience on Google classroom in a short amount of time. It was a platform to help teachers manage their online classes. It helped resolve various issues faced by faculty in their present teaching and learning practice. It helped to eradicate the hesitation of each teacher by exposing these technologies to them, in an easy and effective manner. The FDP covered the introductory and basic tools of teaching and learning techniques using Google Classroom for overall improvement of faculty and students. Technology, in one form or another, has always been part of the teaching and learning environment. It is part of the teacher's professional toolbox. In other words, it is among the resources that teachers use to help facilitate student learning. Online education continues to grow and is playing an increasingly significant role in the current scenario for fast and rapid transfer of information and technology. Successfully integrating technology into the classroom takes careful planning and preparation. Knowing important tools and its uses, which are available to facilitate teaching learning, are the primary objective of this FDP.

The total number of participants – 36



2. PROGRAMME SCHEDULE

30th March, 2020 (Monday)

10:00 - 10:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

10:15 A.M. – 11:30 A.M. – >Group – 1 – Mrs. Shreyos Ranjan Sharma

12 Noon – 1:30 P.M. – >Group – 2 – Mr. Shreyos Ranjan Sharma

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

1) Mr. Shreyos Ranjan Sharma, Senior Faculty NIELIT, Chandigarh

Session - 1

The topics covered:

- i) Introduction to Google Classroom
- ii) Creation of a Class
- iii) Changing the Class Theme including the following topics:
 - a. Editing Class information
 - b. Changing Profile Photo

Session - 2

The Topics Covered

- i) Creating an assignment
- ii) Archiving / Deletion of a Class

4. PHOTOGRAPHS



Al Ameen Memorial Minority College
Jogibattala, Baruipur, Kolkata 700145, West Bengal
Seminar on Faculty Development Programme (FDP)
on New Education Policy NEP 2020

Seminar Topic :

" NATIONAL EDUCATION POLICY 2020: HOW TO IMPLEMENT SUCCESSFULLY"

Venue : College Multipurpose Hall

Organised by : IQAC, Al Ameen Memorial Minority College

09th March, 2022

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1. Introduction
2. Programme Scheduled
3. Working Session
4. Photographs

1. INTRODUCTION

The National Education Policy (NEP) 2020 envisions a transformative shift in India's education system, aiming to create a more inclusive, equitable, and vibrant knowledge society by 2040. To implement this policy successfully, comprehensive and coordinated efforts are essential.

Key steps for successful implementation include developing detailed action plans at state and institutional levels, ensuring robust teacher training programs, and revising curricula to emphasize critical thinking, creativity, and multidisciplinary learning. Strengthening public-private partnerships, enhancing digital infrastructure, and ensuring adequate funding and resources are also vital. Community and stakeholder engagement, along with transparent monitoring and evaluation mechanisms, will help track progress and address implementation challenges.

The expected outcomes of successful NEP 2020 implementation include an improved Gross Enrollment Ratio (GER), reduced dropout rates, and enhanced quality of education across all levels. The policy aims to foster holistic development, equipping students with 21st-century skills, and making India a global knowledge superpower. Ultimately, it seeks to bridge socio-economic gaps, promote lifelong learning, and prepare students to thrive in a rapidly changing global landscape, thereby contributing significantly to India's socio-economic development.

The total number of participants – 35



2. PROGRAMME SCHEDULE

9th March, 2022

11:00 - 11:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

11:15 A.M. - 1:15 A.M. - >Group - 1 - Dr. Iftekhar Ahmed

02:00 P.M. - 03:30 P.M. - >Group - 2 - Dr. Iftekhar Ahmed

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

Session - 1 : Dr. Iftekhar Ahmed, Professor, Maulana Azad National Urdu Open University

The topics covered

- i) Regulation and Governance
- ii) Foundational Literacy and Numeracy
- iii) Internationalization of Education

Session - 2 : Dr. Indrani Sarkar, AM B.Ed. College

The Topics Covered

- i) Promoting Indian Language and Culture
- ii) Equatable and Inclusive Education

4. PHOTOGRAPHS



Al Ameen Memorial Minority College
Jogibattala, Baruipur, Kolkata 700145, West Bengal

Seminar on Faculty Development Programme (FDP) on Preparation of Proposal for CSR FUNDS
Seminar Topic :
" Preparation of Proposal for Co-operative Social Responsibility Funds" .
Venue : College Multipurpose Hall
Organised by : IQAC, Al Ameen Memorial Minority College

8th November , 2022

CONTENTS

- 1.Introduction
- 2.Programme Scheduled
- 3.Working Session
4. Photographs

1. INTRODUCTION

Welcome to the Faculty Development Programme (FDP) on "Preparation of Proposals for Cooperative Social Responsibility Funds." This FDP aims to enhance the ability of faculty members to develop effective proposals for obtaining CSR funds. Participants will gain insights into the intricacies of proposal writing, understand the requirements of CSR funding, and learn strategies for planning and executing impactful projects. By the end of this programme, faculty members will be well-equipped to contribute ~~to their institution's community engagement efforts and drive positive social change through successful~~ funding proposals.

The Faculty Development Programme (FDP) on "Preparation of Proposal for Cooperative Social Responsibility Funds" yielded significant outcomes. Participants gained expertise in drafting effective proposals, understanding CSR regulations, and aligning projects with social impact goals. Enhanced collaboration skills and networking opportunities were fostered among faculty members. The programme also increased awareness about sustainable development and ethical fund utilization, equipping educators with the tools to secure funding for community-driven initiatives. Overall, the FDP empowered faculty to drive meaningful social change through well-structured proposals and strategic partnerships.

The total number of participants –22



2. PROGRAMME SCHEDULE

8th November , 2022

12:00 - 12:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

12:15 A.M. – 2:30 A.M. – >Group – 1 : Prof. Dipankar Manna, Al Ameen Memorial Minority College

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

Session - 1: Prof. Dipankar Manna, Al Ameen Memorial Minority College

The topics covered :

i) Preparation of Proposal for Co-operative Social Responsibility Funds

4. PHOTOGRAPHY



Al Ameen Memorial Minority College
Jogibattala, Baruipur, Kolkata 700145, West Bengal

Seminar on Faculty Development Programme On Faculty Skill Development
Seminar Topic : " Upgrading the Skills of the Academicians in Utilizing a Various Resources "
Venue : Multipurpose Hall
Organised by : IQAC, Al Ameen Memorial Minority College

10th February , 2023

CONTENTS

- 1.Introduction
- 2.Programme Scheduled
- 3.Working Session
4. Photographs

1. INTRODUCTION

The Development Programme on "Upgrading the Skills of Academicians in Utilizing Various Resources" at Al Ameen Memorial Minority College, held on February 10th, 2023, focused on enhancing the capabilities of faculty members in effectively accessing and employing diverse educational resources. The initiative aimed to equip academicians with advanced skills in digital tools, research methodologies, and innovative teaching techniques. The program included interactive workshops, hands-on training sessions, and expert-led discussions, fostering a collaborative environment for professional growth. By the end of the program, participants were better prepared to integrate various resources into their teaching practices, thereby improving educational outcomes for their students.

The "Upgrading the Skills of Academicians in Utilizing Various Resources" development program has successfully concluded, enhancing participants' abilities to leverage diverse educational tools effectively. Through comprehensive training and hands-on sessions, academicians are now better equipped to integrate these resources into their teaching, fostering improved learning outcomes and academic excellence. This initiative marks a significant step in advancing educational quality and innovation.

The total number of participants – 22



2. PROGRAMME SCHEDULE

10th February , 2023

1:00 - 1:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

1:15 A.M. – 2:30 A.M. –>Group – 1 : Dr. Madan Mohan Chey, Former Principal, Sammilani Mahavidyalaya,Kolkata)

3:00 P.M. – 04:30 P.M. –>Group – 2 – Dr. Madan Mohan Chey, Former Principal, Sammilani Mahavidyalaya,Kolkata)

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

Session - 1: Dr. Madan Mohan Chey, Former Principal, Sammilani Mahavidyalaya,Kolkata)

The topics covered :

i) Effective Utilization of Online Databases

ii) Integrating Multimedia in Teaching

Session - 2 : Dr. Madan Mohan Chey, Former Principal, Sammilani Mahavidyalaya,Kolkata)

The Topics Covered :

i) Utilizing Learning Management Systems (LMS)

ii) Utilization of online data plan

4. PHOTOGRAPHY



Al Ameen Memorial Minority College
Jogibattala, Baruipur, Kolkata 700145, West Bengal

Seminar on Faculty Development Programme On Faculty Skill Development
Seminar Topic : " Administrative Training on NAAC"
Venue : Multipurpose Hall
Organised by : IQAC, Al Ameen Memorial Minority College

12th April , 2023

CONTENTS

- 1.Introduction
- 2.Programme Scheduled
- 3.Working Session
4. Photographs

1. INTRODUCTION

Al Ameen Memorial Minority College is hosting a Faculty Development Programme on Administrative Training for NAAC on April 12, 2023. This initiative aims to enhance the administrative skills of faculty members, crucial for effectively managing the NAAC accreditation process. Through expert-led sessions and interactive workshops, participants will gain essential knowledge on regulatory requirements, best practices, and innovative strategies to elevate institutional quality. This programme is designed to foster professional growth, ensuring that the college meets and exceeds NAAC standards, ultimately contributing to the institution's overall academic and administrative excellence.

The Administrative Training on NAAC will equip faculty with comprehensive knowledge of accreditation processes, enhance skills in documentation and data management, and improve strategic planning abilities. Participants will be better prepared to implement best practices, ensure compliance with regulatory standards, and contribute to institutional quality enhancement, ultimately leading to successful NAAC accreditation and sustained academic excellence.

The total number of participants –32



2. PROGRAMME SCHEDULE

12th April , 2023

12:00 - 12:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

12:15 A.M. – 1:30 A.M. – >Group – 1 : Dr. Madan Mohan Chey, Former Principal, Sammilani Mahavidyalaya,Kolkata)

2:00 P.M. – 03:30 P.M. – >Group – 2 – Dr. Madan Mohan Chey, Former Principal, Sammilani Mahavidyalaya,Kolkata)

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

Session - 1: Dr. Madan Mohan Chey, Former Principal, Sammilani Mahavidyalaya,Kolkata)

The topics covered :

- i) NAAC criteria for assessment
- ii) Effective documentation for NAAC

Session - 2 : Dr. Madan Mohan Chey, Former Principal, Sammilani Mahavidyalaya,Kolkata)

The Topics Covered :

- i) Role of IQAC in sustaining quality
- ii) Setting up and managing an effective IQAC

4. PHOTOGRAPHY



Al Ameen Memorial Minority College
Jogibattala, Baruipur, Kolkata 700145, West Bengal

Workshop on Faculty Development Programme Training on NAAC
Workshop Topic : " Importance of Students Involvement and Response in Assessment and Accreditation by NAAC"
Venue : College Multipurpose Hall
Organised by : IQAC, Al Ameen Memorial Minority College

25th April, 2023

CONTENTS

1. Introduction
2. Programme Scheduled
3. Working Session
4. Photographs

1. INTRODUCTION

Faculty Development Programmes (FDPs) play a crucial role in enhancing the quality of education and institutional performance. The training on NAAC accreditation emphasizes the significant role of student involvement and feedback in the assessment process. Students' perspectives and responses provide valuable insights into the effectiveness of teaching methodologies, curricular relevance, and institutional infrastructure. Active student participation ensures a comprehensive evaluation, reflecting the true academic environment and fostering a culture of continuous improvement. Thus, integrating student feedback into the NAAC accreditation process is vital for achieving higher standards of excellence and fostering an environment of accountability and growth.

Students' involvement and response in assessment and accreditation by NAAC are crucial as they provide authentic insights into the academic environment. Their feedback helps in identifying strengths and areas for improvement, ensuring the institution's accountability and commitment to quality education. Active participation fosters a culture of continuous improvement, enhancing educational standards and ensuring that institutions meet the required benchmarks of excellence.

The total number of participants – 20



2. PROGRAMME SCHEDULE

25th April, 2023

12:00 - 12:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

12:15 A.M. – 1:30 A.M. – >Group – 1 – Hasan Abdulla Jamadar (Principal of Gourmohan-Sachin Mandal Mahavidyalaya)

02:00 P.M. – 03:30 P.M. – >Group – 2 – Hasan Abdulla Jamadar (Principal of Gourmohan-Sachin Mandal Mahavidyalaya)

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

Session - 1 : Hasan Abdulla Jamadar (Principal of Gourmohan-Sachin Mandal Mahavidyalaya)

The topics covered :

- i) Role of the students in the NAAC accreditation process
- ii) Benefits of students involvement

Session - 2 : Hasan Abdulla Jamadar (Principal of Gourmohan-Sachin Mandal Mahavidyalaya)

The Topics Covered :

- i) Mechanisms for Student involvement

4. PHOTOGRAPHS



Al Ameen Memorial Minority College
Jogibattala, Baruipur, Kolkata 700145, West Bengal

One day Workshop on Faculty Development Programme (FDP) on Koha and Library automation
Workshop Topic: " MASTERING KOHA"
Integrated Library Management System
Venue : College Auditorium
Organised by : IQAC, Al Ameen Memorial Minority College

4th May, 2023

CONTENTS

- 1.Introduction
- 2.Programme Scheduled
- 3.Working Session
4. Photographs

1. INTRODUCTION

"Mastering Koha" delves into the comprehensive use of Koha, an advanced Integrated Library Management System (ILMS) designed for modern library automation. This open-source platform facilitates efficient library management through modules for cataloging, circulation, acquisitions, and patron management. By harnessing Koha's customizable features, libraries can enhance their service delivery, streamline workflows, and improve user experiences. The book offers practical guidance on implementing and optimizing Koha, making it an indispensable resource for library professionals seeking to leverage technology for improved library operations and service efficiency.

"Mastering Koha" outlines significant outcomes of adopting Koha for library automation. Libraries benefit from enhanced cataloging, streamlined circulation, and efficient acquisitions processes. Improved patron management and user experience are also key outcomes. By integrating Koha, libraries achieve greater operational efficiency, reduced manual workload, and cost savings. The book demonstrates how Koha's customizable, open-source nature supports continuous improvement and adaptation to evolving library needs, ensuring long-term sustainability and service excellence.

The total number of participants – 11



2. PROGRAMME SCHEDULE

4th May, 2023

12:00 - 12:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

12:15 A.M. – 2:30 A.M. –>Group – 1 – Sk. Rafik Ali, Librarian, Shivnath Shastri Pathagar, Jaynagar

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

Session - 1 : Sk. Rafik Ali, Librarian, Shivnath Shastri Pathagar, Jaynagar

The topics covered :

i) Mastering Koha

4. PHOTOGRAPHS



Al Ameen Memorial Minority College
Jogibattala, Baruipur, Kolkata 700145, West Bengal

Seminar on Faculty Development Programme On Training on Revised NAAC Accreditation Framework
Seminar Topic : " Revised NAAC Accreditation Framework "
Venue : Multipurpose Hall
Organised by : IQAC, Al Ameen Memorial Minority College

5th June, 2023

CONTENTS

1. Introduction
2. Programme Scheduled
3. Working Session
4. Photographs

1. INTRODUCTION

The Faculty Development Programme on Training for the Revised NAAC Accreditation Framework is designed to equip academic professionals with the necessary skills and knowledge to navigate the updated NAAC accreditation process. This comprehensive training session covers the latest guidelines, assessment criteria, and documentation procedures essential for successful accreditation. By participating, faculty members will enhance their understanding of quality benchmarks in higher education, foster a culture of continuous improvement, and ultimately contribute to their institution's academic excellence. This programme is pivotal for institutions aiming to maintain high standards and achieve a prestigious NAAC accreditation status.

Participants in the Faculty Development Programme on Training for the Revised NAAC Accreditation Framework will gain a thorough understanding of the updated accreditation criteria, improved skills in documentation and report preparation, and strategies for enhancing institutional quality. They will be better equipped to lead accreditation efforts, ensure compliance with NAAC standards, and foster a culture of continuous improvement within their institutions, ultimately contributing to achieving and maintaining high academic quality.

The total number of participants – 34



2. PROGRAMME SCHEDULE

5th June, 2023

12:00 - 12:15 A.M. - Inaugural Speech - Principal Dr. Nurul Haque

12:15 A.M. - 1:30 A.M. ->Group - 1 - Dr. Joy Sarkar, (IQAC Co-ordinator, Dinabandhu Andrews College)

02:00 P.M. - 03:30 P.M. ->Group - 2 - Dr. Joy Sarkar, (IQAC Co-ordinator, Dinabandhu Andrews College)

3. WORKING SESSION

The programme was carried out by the Internal Quality Assurances Cell, Al Ameen Memorial Minority College

Session - 1 : Dr. Joy Sarkar, (IQAC Co-ordinator, Dinabandhu Andrews College)

The topics covered :

- i) Role of IQAC in sustaining quality
- ii) Continuous improvement strategies

Session - 2 : Dr. Joy Sarkar, (IQAC Co-ordinator, Dinabandhu Andrews College)

The Topics Covered :

- i) Clarifications on the accreditation process and criteria
- ii) Creating a roadmap for NAAC accreditation

4. PHOTOGRAPHS

