



ACHARYA BROJENDRA NATH SEAL COLLEGE

COOCH BEHAR INTERNAL QUALITY ASSURANCE CELL

NOTICE No. IQAC/02/18-19

23.08.18

NOTICE

A meeting of the Internal Quality Assurance Cell will be held at the IQAC Office in the College Main Building on **29 August 2018 (Wednesday)** at **3:30 pm**.

Members are requested to kindly make it convenient to attend the meeting and take part in its deliberations.

Agenda:

1. Confirmation of the proceedings of the previous meeting held on 19.07.2018.
2. Follow up actions.
3. Briefing on NIRF.
4. Matters arising.

BK Saha
23/8/18

Countersigned
Chairman, IQAC

Officer-in-charge
ABN Seal College
Cooch Behar

Debabrata Saha
23/8/18

Coordinator
IQAC

Coordinator
IQAC
A. B. N. Seal Coll.
Cooch Behar



ACHARYA BROJENDRA NATH SEAL COLLEGE

COOCH BEHAR

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF PROCEEDINGS OF THE MEETING HELD ON 29.08.2018 AT 3:30 P.M.

I. Confirmation of the proceedings of the previous meeting held on 19.07.2018.

Proceedings of the previous meeting held on 19.07.2018 were read and confirmed.

II. Follow up actions

- Academic Calendar for 2018-19 was circulated after necessary modifications as per a unanimous decision under Agenda item 3 of the previous meeting.
- Prof. Debojyoti Dutta has started as the Nodal Officer for the College relating to NIRF work.
- A vendor was contacted and a presentation arranged regarding software integration. A quotation had also been subsequently sent by the vendor. The IQAC members had recently had a detailed discussion with Alokemoy Basu, member, Computer & Website Monitoring Sub-Committee, on the necessary measures that should be initiated immediately.

III. Briefing on NIRF

Induction of Prof. Debojyoti Dutta as the Nodal Officer for NIRF work was unanimously ratified. Prof. Dutta apprised the House of the requirements of data and documentations for participating in NIRF.

The following Working Groups were finalised.

- (a) Teaching Learning resources: Dr. Debasis Mallik, Dr. Dibyotanu Dasgupta, Dr. Samir Kumar Samanta
- (b) Research and Professional Practice: Dr. Jibanananda Jana, Dr. Arijit Chakraborty
- (c) Graduation Outcome: Dr. Mithu Sinha Ray, Dr. Aninda Mandal
- (d) Outreach and Perception: Prof. Debojyoti Dutta, Prof. Satadal Adhikary.

IV. Matters arising

No additional matter came up for discussion.

The meeting ended with a vote of thanks to the Chair.


Chairman
IQAC
&
09/07/19


9/11/2019



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Signatures of members present in the IQAC meeting on 29.08.2018 at 3:30 P.M.

1. *OK Saha* 29/08/18
2. *Debabrata Saha* 29/8/18
3. *Samir Kr. Samanta* 29.8.18
4. *Sanku* 29.8
5. *Sanku* 29.8.
6. *S. Saha* 29/8
7. *Debyoti Dutta* 29/8.
8. *Anindasandep* 29.08.18
9. *Anmol Adhikary* 29.8.18
10. *Satadal Adhikary* 29/8/18.
11. *Arijit Chakraborty* 29/8/18

Signature-sheet for the IQAC Meeting on 29.08.2018 at 3:30 P.M.