



Bangabasi College

(Estd. 1887)

Accredited by NAAC

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Ref.No.....

Date:03/08/2017

NOTICE

An emergency meeting of the IQAC committee will be held on 05.08.2017 at 1.30 p.m. to discuss the NAAC related matters.

All members are requested to be present in the meeting room.

Principal
Bangabasi college

Coordinator
IQAC

An Emergency Meeting held on 05.08.2017 at 1.30 p.m. in the Meeting room

1st Agenda: Documentation of SSR

Committee resolved that according to the written answer in SSR, the documents should be prepared by the IQAC members, faculties, office staffs of the college. Those documents will be collected by the selected faculties and deposited to IQAC, which will be the supportive materials during the presentation of Principal and IQAC convenor before the PEER Team of NAAC.

2nd Agenda: Resolutions of Cells & Committees

Committee advised that meeting held and resolution taken by different committees and cells should be deposited under IQAC within 21st August. Seminars/Workshop organized by the cells & committees should be documented with photographs and will be submitted to IQAC.

3rd Agenda: Reception Committee for Peer Team

- a) At Airport (10th Sept.) - The Principal & IQAC Convenor
- b) At Hotel (10th, 11th & 12th Sept.) - Prof. Sayanti Sen, Prof. Suman Bhattacharyay, Prof. Anish Kr. Dan, Santanu Basu, Palash Ghosh
- c) At College (11th & 12th Sept.) – Prof. Rupa Mukhopadhyay (IQAC Convenor), Prof. Siboprasad Das (G.B. Member), Prof. Sk. Raju Ali, Prof. Aryya Mitra, Prof. Pushpita Sarkar, Prof. Tarun Kr. Sarma, Prof. Sanchari Kar, Prof. Sujay Pattanayak, Prof. Partha Ghosh

4th Agenda: Refreshment

Committee resolved that Dr. Gopal Ch. Mandal (Anthro), Prof. Monoranjan Joddar (History) and Sujit Chatterjee (Librarian) will be in-charge of the refreshment (Lunch & Snacks) for Peer Members. Lunch packet should be arranged by Coupon system for students, faculties, guardians, alumni and non-teaching staffs.

5th Agenda: Invitations

Invitations letter of the Principal to different stakeholders should be prepared are communicated by Prof. Pushpita Sarkar and Prof. Aindrila Sengupta.

6th Agenda: Cultural Programme

Committee resolved that Dr. Durga Biswas will organize the Cultural Programme for NAAC visit, which will be represented by our students. Prof. Udayan Bandhopadhyay, Prof. Lopamudra Sengupta, Prof. Suman Bhattacharyay and Prof. Payel Kar will assist in this programme.

7th Agenda: Internal Academic Audit

Committee resolved that an internal academic audit will be done by the members of IQAC and the teachers' members of Governing Body. They will also access the present scenario of the NAAC related departmental activities. A schedule to be prepared by the Convenor and will be circulated to all departments.