



Panchur College

(A Fully Aided College of Government of West Bengal)
(Affiliated to The University of Calcutta)

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Ref. No.

PANCHUR COLLEGE, KOLKATA

Date

MINUTES OF THE MEETING, INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Internal Quality Assurance Cell (IQAC) meeting held on Wednesday, March 1, 2023 at 12:00 noon in the Staff Room:

Agenda:

- 1) Confirmation of the minutes of the last meeting.
- 2) Discussion regarding registration on the NAAC website.
- 3) Division of duties for Institutional Information for Quality Assessment (IIQA).
- 4) Miscellaneous.

The following members were present:

1. Prof. Sarmistha Maiti, Associate Professor, Department of History (Teacher-in-Charge)
2. Dr. Lopamudra Bandyopadhyay, Assistant Professor, Department of Political Science (Coordinator)
3. Prof. Sandip Biswas (Joint Coordinator), Assistant Professor, Department of English
4. Prof. Tarun Kanti Halder, (Joint Coordinator) Assistant Professor, Department of English
5. Dr. Arpitasree Narayan, Assistant Professor, Department of Political Science
6. Dr. Abhijit Barman, Assistant Professor, Department of Bengali
7. Prof. Sayantani Bhattacharyya, Assistant Professor, Department of Philosophy
8. Ms. Sabina Sultana, Accountant.

- The minutes of the last IQAC meeting held on 01/12/2022 were confirmed.
- It was decided that an exclusive email id will be created for the purpose of NAAC, and this email id will be used for registration on the website of NAAC.
- Prof Sandip Biswas was given the responsibility of registering the institution on the website of NAAC.
- The responsibility of filling up the IIQA was given to Dr Lopamudra Bandyopadhyay, Prof Sandip Biswas, Prof Tarun Kanti Halder, Prof Sayantani Bhattacharyya, Prof Rajat Dutta and Ms. Sabina Sultana.
- It was resolved that the draft of the IIQA will be sent to our mentor, Dr Jaydeep Sarangi, Principal, New Alipore College within 26th June, 2023 for his valuable observations.
- It was further decided that the date for compilation and submission of the first draft of the IIQA document will be 30/06/2023.

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

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Coordinator, IQAC
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Teacher-in-Charge
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