



# CHHATNA CHANDIDAS MAHAVIDYALAYA

(Affiliated to Bankura University)

THE OFFICE OF INTERNAL QUALITY ASSURANCE CELL

Academic Session : .....

Ref. No. : CCMV/IQAC/14/10/20

Date : 14/10/20

Notice for the **First Meeting** of the IQAC, Chhatna Chandidas Mahavidyalaya

All the respected members of the IQAC, Chhatna Chandidas Mahavidyalaya, are hereby notified that the first IQAC meeting is scheduled to be held on online mode, on 20.10.2020 at **15:00** hours in the Staff room to discuss the following agenda:

1. Discussion on Programme and Course Outcome
2. Analysis of Internal Exam
3. Arrangement of Remedial Classes
4. NOC to the teaching Staff for attending OP/RC/FIP/FDP or any other professional courses
5. Ph. D. increments for teachers obtaining Ph. D. Degree
6. Miscellaneous

Each of the members is solicited to participate and contribute his or her valuable suggestions.

(NB: Link circulate before the 30minutes of meeting)

P. Kumbhakar  
14.10.20  
IQAC Co-ordinator  
Chhatna Chandidas Mahavidyalaya  
IQAC Co-ordinator

**Date: 14-10-2020**

Copy Forwarded to:

1. Dr. Shayamal Santra, GB President
2. Mr. Sujay Sain, Teacher-in-Charge
3. Dr. Dolon Ray, Assistant professor in English and GB Member
4. Mr. Nilanjan Chaki, Assistant professor in History and GB Member
5. Mr. Dipanjoy Mukherjee, Assistant professor in English and GB Member
6. Dr. Saoli Mukhopadhyay, Assistant Professor in Bengali
7. Dr. Rajendra Mondal, GB member (proposed GB member of the IQAC)
8. Dr. Soumen Goswami, GB member
9. Mr. Biswendu Mondal, GB member
10. Dr. Nityananda Patra, GB member
11. Dr. Munmun Chatterjee, GB member
12. Mr. Shyamal Roy, proposed Alumni Member of the IQAC
13. Mr. Bikash Paladhi, proposed Stake Holder Member of the IQAC
14. Prasanta Kumbhakar, Assistant Professor in Bengali and Proposed IQAC Co-ordinator



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(Affiliated to Bankura University)

THE OFFICE OF INTERNAL QUALITY ASSURANCE CELL

Academic Session : .....

Ref. No. : CCMV/IQAC/Meeting/01

Date: 20/10/20.....

## Minutes of the 1<sup>st</sup> IQAC Meeting

Date & Time: 20.10.2020 at 15:00

### Chhatna Chandidas Mahavidyalaya

As per the instruction of the Governing Body, the college has decided to form IQAC for Chhatna Chandidas Mahavidyalaya with the following Constituent members:

1. Dr. Sujay Sain, Teacher-in-Charge.
2. Dr. Saoli Mukhopadhyay, Assistant Professor in Bengali, Teacher Member
3. Dr. Dolon Ray, Assistant Professor in English, Teacher Member
4. Mr. Nilanjan Chaki, Assistant Professor in History, Teacher Member
5. Mr. Dipanjoy Mukherjee, Assistant Professor in English, Teacher Member
6. Mr. Shyamal Roy, Alumni Member
7. Mr. Bikash Paladhi, Stake Holder Member
8. Dr. Rajendra Prasad Mondal, (Management) GB Member
9. Mr. Prasanta Kumbhakar, Assistant Professor in Bengali, IQAC Co-ordinator

**It was resolved unanimously that the IQAC will work tirelessly to maintain the quality of the institute so that the college can achieve its mission of imparting holistic education to students belonging to the socio-economically backward communities.**

1. The newly formed IQAC members discussed the matter of the teaching staff requirement for No Objection Certificates (NOCs) to attend different Orientation Programmes, Refresher Courses, Faculty Induction programmes, Faculty Development Programmes, and other short term courses as well as other allied courses for Faculty development. Resolved unanimously that if applied for in advance the teachers will be provided NOCs to attend to the fore-mentioned programmes or courses and will be provided On Duty Leave to attend them.







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2. The IQAC members discussed the processing for applying for additional increments to those faculty members who obtain Ph. D degree. Resolved unanimously that the IQAC will help the faculty members to get their benefits of additional incremental benefits to their pay whenever anyone of them become eligible by obtaining the Ph. D degree.

3. The IQAC members discussed the need for NAAC Accreditation. It was Proposed further that the college will strive to form a NAAC committee in the near future to go for the NAAC accreditation.

4. The IQAC discussed regarding the process of documentation to be regularly undertaken.

5. The IQAC discussed on Programme and Course Outcome, the arrangement of remedial classes, and analysed the state and condition of internal evaluation. It was decided that the documents for the various activities will be submitted to the IQAC for update and future reference.

IQAC Co-ordinator brought the meeting to an end by offering a vote of thanks to the present members.

P. Kumbhakar  
20.10.20

Date: 20-10-20

IQAC Co-ordinator  
Chhatna Chandidas Mahavidyalaya

## Members Present

1. Teacher-in-Charge- Dr. Sujay Sain, IQAC Chairperson
2. Dr.Saoli Mukhopadhyay, Assistant Professor in Bengali, Teacher Member S. Mukhopadhyay
3. Dr. Dolon Ray, Assistant Professor in English, Teacher Member Dolon Ray
4. Mr. Nilanjan Chaki, Assistant Professor in History, Teacher Member Nilanjan Chaki 20.10.20
5. Mr. Dipanjoy Mukherjee, Assistant Professor in English, Teacher Member D. Mukherjee
6. Mr. Shyamal Roy, Alumni Member Shyamal Roy 20.10.20
7. Mr. Bikash Paladhi, Stake Holder Member B. Paladhi 20/10/20
8. Dr. Rajendra Prasad Mondal, (Management) GB Member Rajendra mandal
9. Mr. Prasanta Kumbhakar, Assistant Professor in Bengali, IQAC Co-ordinator P. Kumbhakar 20.10.20



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