



# CHHATNA CHANDIDAS MAHAVIDYALAYA

(Affiliated to Bankura University)  
THE OFFICE OF INTERNAL QUALITY ASSURANCE CELL

Academic Session : .....

Ref. No. CCMV/IQAC/10/No. 10

Date. 24.03.2023.

Notice for the **Tenth** meeting of the IQAC, Chhatna Chandidas Mahavidyalaya, scheduled to be held on **06.04.2023** at 15:00 Hours.

All the respected members of the IQAC, Chhatna Chandidas Mahavidyalaya, are requested to kindly be present at the meeting scheduled to be held on **06.04.2023** at 15:00 Hours in the college staff room to discuss the following agenda:

1. Online Class Routine
2. Maintain Daily Diary of Teachers
3. Prepare question for the Internal Exam
4. CAS Preparation of Dipanjoy Mukherjee and Prasanta Kumbhakar
5. Discussion on the proposed joining of the Principal
6. Collection and Maintenance of Published Articles/ chapters
7. AISHE
8. Miscellaneous

All the members are humbly solicited to be present and provide their valuable suggestions.

Dated: 24.03.2023

*P. Kumbhakar*  
24.03.23  
IQAC Co-ordinator  
**IQAC Co-ordinator**  
Chhatna Chandidas Mahavidyalaya

Copy Forwarded to:

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



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# CHHATNA CHANDIDAS MAHAVIDYALAYA

(Affiliated to Bankura University)

THE OFFICE OF INTERNAL QUALITY ASSURANCE CELL

Academic Session : .....

10

Ref. No. CCMV/IQA/10/Mar

Date 06.04.23

Minutes of the 10<sup>th</sup> IQAC Meeting

Held on 06.04.2023 at 15:00 Hours

The meeting started with a welcome address of the IQAC Co-ordinator. He read out the minutes of the previous IQAC Meeting, which were unanimously approved by all the members present.

- The IQAC Co-ordinator informed Dipanjoy Mukherjee, Assistant Prof. in English and Prasanta Kumbhakar, Assistant Prof. in Bengali to submit all necessary documents within April 2023 so that the processing of their CAS can be initiated from 04.05.2023.
- The present members of the IQAC discussed the progress in NAAC preparation for applying for accreditation for the first circle of NAAC.
- The IQAC resolves that documentation needs to be done for AISHE.
- IQAC resolves that the activity calendar related to the forthcoming examinations be submitted within a fortnight.
- The IQAC resolves that every department will together prepare policy and procedure manual for the forthcoming admission of the odd semester students.
- The IQAC Co-ordinator discussed on the proposed joining of the Principal and requested everyone to assist and co-operate the principal.
- It was resolved that all the teachers must submit their published articles and chapters or documents of participation in FDP to the IQAC Co-ordinator within April 2023.

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

P. Kumbhakar  
06.04.23

**IQAC Co-ordinator**  
Chhatna Chandidas Mahavidyalaya

Members Present:

1. Teacher-in-Charge- Dr. Dolon Ray *Dolon Ray*
2. Dr. Sujay Sain, Assistant Professor in Sociology, Teacher Member *Sujay Sain*
3. Mr. Nilanjan Chaki, Assistant Professor in History, Teacher Member *Nilanjan Chaki 6.4.23*
4. Mr. Dipanjoy Mukherjee, Assistant Professor in English, Teacher Member *D. Mukherjee*
5. Mr. Shyamal Roy, Alumni Member *Shyamal Roy 06.04.23*
6. Mr. Bikash Paladhi, Stake Holder Member *B. paladhi*
7. Dr. Rajendra Prasad Mondal, (Management) GB Member *Rajendra mandal*
8. Mr. Prasanta Kumbhakar, Assistant Professor in Bengali, IQAC Co-ordinator *P. Kumbhakar 06.04.23*

