



# CHHATNA CHANDIDAS MAHAVIDYALAYA

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

Academic Session : .....

Ref. No. : CCMV/IQAC/QA/Not

Date 23.03.22.....

## Notice for the Sixth IQAC Meeting Scheduled to be held at 15:00 Hours on 05.04.2022

It is hereby notified that the IQAC meeting is going to be held on 05.04.2022 at 15:00 hours in the staff room on the following agenda:

1. Preparing Class Routine
2. Maintain Daily Diary of teachers
3. Prepare Question for the internal Exam
4. Scheduling of the CAS Screening Committee Meeting.
5. Report on NAAC Preparation
6. Collection of Articles/ chapters from the Teachers
7. Miscellaneous

All the members are requested to kindly attend the fore-mentioned meeting and co-operate by providing your valuable suggestions.

Dated: 23.03.2022

P. Kumbhakar  
23.03.22

IQAC Co-ordinator

**IQAC Co-ordinator**  
Chhatna Chandidas Mahavidyalaya

Copy Forwarded to:

1. Dr. Sujay Sain, Teacher-in-Charge
2. Mr. Prasanta Kumbhakar, Assistant Professor in Bengali, IQAC Co-ordinator
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



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(Affiliated to Bankura University)  
THE OFFICE OF INTERNAL QUALITY ASSURANCE CELL  
Academic Session : .....

Ref. No. CCMV/IQAC/05/Med

Date 05.04.22.....

Minutes of the 6<sup>th</sup> IQAC Meeting

held on 05.04.2022 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 conveyed to all the members of the receipt of letters of prayer from Dr. Sujay Sain, Dr. Dolon Ray, and Nilanjan Chaki to initiate the processing of their CAS. CAS for promotion from Stage II to Stage III has been due since 20<sup>th</sup> March 2021 for Dr. Sujay Sain, and since 27<sup>th</sup> March for Dr. Dolon Ray. The CAS promotion from Stage I to Stage II for Mr. Nilanjan Chaki has been due since 24<sup>th</sup> February 2022.
- Since 05.04.2022 there has been a change in college administration. The college Governing Body appointed Dr. Dolon Ray as the Teacher-in-Charge in place of Dr. Sujay Sain.
- The teachers are asked to submit their published articles or chapters. They are even asked to prepare departmental and individual routine within two months in agreement with the Master routine. Moreover, they are advised to prepare question papers for internal examination and maintain their daily diary as usual. All the documentations will be helpful during NAAC preparation.

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

P. Kumbhakar  
05.04.22

Members Present:

1. Teacher-in-Charge- Dr. Sujay Sain, IQAC Chairperson
2. Dr. Dolon Ray, Assistant Professor in English, 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

IQAC Co-ordinator  
Chhatna Chandidas Mahavidyalaya

Dolon Ray

Nilanjan Chaki 5.4.22

D. Mukherjee

Shyamal Roy 05.04.22

B. Paladhi

Rajendra mandal

P. Kumbhakar  
05.04.22



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