

Date: 14.07.2015


**NOTICE**

This is to inform all concerned that a meeting of the IQAC will be held on 17/07/2015 at 1:00 pm. in the Principal's Chamber. The agenda of the meeting will be the following:

1. To read and confirm the resolutions of previous meeting
2. To discuss about orientation programme for UG 1<sup>st</sup> year students (B.A./B.Sc/B.Com) Hons and General
3. To discuss the procedure for filling up API proforma and submission of API score to IQAC, by faculty members.
4. To organize a NAAC related workshop at Balurghat College
5. To discuss matters related to allocation of rooms to various departments

  
Dr. Yang Lhamu Bhutia,  
IQAC Cordinator



  
Dr. Pankaj Kundu  
Principal, Balurghat College  
**Principal**  
**Balurghat College**

## Minutes of the Meeting of Internal Quality Assurance Cell (IQAC)

Date & Time: 17/07/2015, 1:00 P.M.

Venue: Principal's Chamber

### **Agenda of the meeting:**


1. To read and confirm the resolutions of previous meeting
2. To discuss about orientation programme for UG 1<sup>st</sup> year students (B.A./B.Sc/B.Com) Hons and General
3. To discuss the procedure for filling up API proforma and submission of API score to IQAC, by faculty members.
4. To organize a NAAC related workshop at Balurghat College
5. To discuss matters related to allocation of rooms to various departments

### **The following points were discussed in the meeting:**


1. Resolved that the IQAC unanimously approved the minutes of the previous meeting held on 16/1/2015
2. It is resolved that a two-day orientation programme for all 1<sup>st</sup> year students across all streams (Hons and General) be organised at Balurghat College during the month of August, 2015. IQAC to discuss with Principal, and Teachers Council Secretary to finalise the itinerary and content to be delivered during the orientation programme.
3. Copy of current API proforma be distributed to all HoDs of various departments of the college, and they be made aware about the procedure of filling up the API proforma. It is also resolved that HoDs of all the departments to submit API scores of all the faculty members of the respective departments to IQAC, with in 31<sup>st</sup> August, 2015.
4. It is resolved that a college-level workshop related to NAAC and preparation of SSR, be held during month of August, to make all the faculty members aware of their duties and responsibilities as stakeholders.
5. It is resolved that IQAC to forward the proposal of room allocation to various department, to college authority for consideration.

Members present:

1. Sri Ajay Kumar Saha, President, Governing Body
2. Dr. Yang Lhama Bhutia, Coordinator, IQAC
3. Dr. Asish Kumar Das
4. Dr. Gouri Das
5. Dr. Bhaswati Mukhopadhyay
6. Dr. Laxman Saha
7. Dr. Shyam Charan Barma
8. Sri Sanjoy Das

  
Dr. Yang Lhamu Bhutia  
IQAC Coordinator



  
Principal  
Balurghat College  
Principal  
Balurghat College

Date: 07.10.2015

**NOTICE**

This is to inform all concerned that a meeting of the IQAC will be held on 14/10/2015 at 2:00 pm. in the Principal's Chamber. The agenda of the meeting will be the following:

1. To read and confirm the resolutions of previous meeting
2. To discuss matters related to NAAC re-accreditation
3. To discuss matters related to Central Library and Departmental Libraries



Dr. Yang Lhamu Bhutia,  
IQAC Cordinator



Dr. Pankaj Kundu  
Principal, Balurghat College  
**Principal**  
Balurghat College

## Minutes of the Meeting of Internal Quality Assurance Cell (IQAC)

Date & Time: 14/10/2015, 2:00 P.M.

Venue: Principal's Chamber

### **Agenda of the meeting:**

1. To read and confirm the resolutions of previous meeting
2. To discuss matters related to NAAC re-accreditation
3. To discuss matters related to Central Library and Departmental Libraries

### **The following points were discussed in the meeting:**

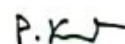
1. Resolved that the IQAC unanimously approved the minutes of the previous meeting held on 17/7/2015
2. A NAAC related college level workshop was held during month of August, and feedback about the workshop was submitted to IQAC by the faculty members. Based on the feedback received, it is resolved that IQAC to work with individual departments regarding issues mentioned in various criteria in SSR, such as innovation and best practices, teaching learning methodologies etc.
3. It is resolved that Governing body of the college be approached through Principal, for developing e-resource at the central library, for which registration at INFLIBNET is required. It is also resolved that the departments that has departmental libraries be asked to maintain a lending register for the books in their library.

### **Members present:**

1. Sri Ajay Kumar Saha, President, Governing Body
2. Dr. Yang Lhamu Bhutia, Coordinator, IQAC
3. Dr. Biman Chakraborty
4. Sri Subhendu Mahato
5. Dr. Asish Kumar Das
6. Dr. Gouri Das
7. Dr. Bhaswati Mukhopadhyay
8. Dr. Laxman Saha
9. Dr. Shyam Charan Barma
10. Sri Sanjoy Das



Dr. Yang Lhamu Bhutia  
IQAC Coordinator



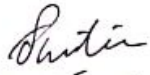
Dr. Pankaj Kundu  
Principal  
Balurghat College  
**Principal**  
Balurghat College

Date: 08.12.2015

**NOTICE**

This is to inform all concerned that a meeting of the IQAC will be held on 14/12/2015 at 11:00 a.m. in the Principal's Chamber. The agenda of the meeting will be following:

1. To read and confirm the resolutions of previous meeting
2. To discuss matters related to Test Examinations 2016
3. To discuss matters related to proposal for establishment of new University at the Balurghat College Campus



Dr. Yang Lhamu Bhutia,  
IQAC Cordinator



Dr. Pankaj Kundu  
Principal, Balurghat College  
**Principal**  
Balurghat College

**Minutes of the Meeting of Internal Quality Assurance Cell (IQAC)**

Date & Time: 14/12/2015 , 11 A.M.

Venue: Principal's Chamber

**Agenda of the meeting:**

1. To read and confirm the resolutions of previous meeting
2. To discuss matters related to Test Examinations 2016
3. To discuss matters related to proposal for establishment of new University at the Balurghat College Campus

**The following points were discussed in the meeting:**

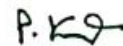
1. Resolved that the IQAC unanimously approved the minutes of the previous meeting held on 14/12/2015
2. It is resolved that Test Examinations 2016 be held during month of January 2016. It is resolved that faculty members be requested to submit the yearwise question papers both soft and hard copy to the examination cell and IQAC within month of December, 2015.
3. It is resolved that IQAC to discuss the matter of formation of new University at Balurghat College campus, with the Teacher's Council in the forthcoming meeting, and to discuss the possibility of sending a proposal to competent authority regarding this matter.

**Members present:**

1. Sri Ajay Kumar Saha, President, Governing Body
2. Dr. Yang Lhama Bhutia, Coordinator, IQAC
3. Dr. Biman Chakraborty
4. Sri Subhendu Mahato
5. Dr. Asish Kumar Das
6. Dr. Gouri Das
7. Dr. Bhaswati Mukhopadhyay
8. Dr. Laxman Saha
9. Dr. Shyam Charan Barma
10. Sri Sanjoy Das



Dr. Yang Lhamu Bhutia  
IQAC Coordinator



Dr. Pankaj Kundu  
Principal  
Balurghat College  
**Principal**  
Balurghat College

Date: 20.01.2016

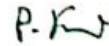
**NOTICE**

This is to inform all concerned that a meeting of the IQAC will be held on 28/01/2016 at 11:30 a.m. in the Principal's Chamber. The agenda of the meeting will be the following:

1. To read and confirm the resolutions of previous meeting
2. To discuss the proposal for functioning the e-governance platform for student admission procedure
3. To discuss matters related to upgradation of Balurghat College website
4. To discuss the matter related to laboratory class tests as part of CIE



Dr. Yang Lhamu Bhutia,  
IQAC Cordinator



Dr. Pankaj Kundu  
Principal, Balurghat College  
**Principal**  
**Balurghat College**



## Minutes of the Meeting of Internal Quality Assurance Cell (IQAC)

Date & Time: 28/01/2016, 11:30 A.M.

Venue: Principal's Chamber

### **Agenda of the meeting:**

1. To read and confirm the resolutions of previous meeting
2. To discuss the proposal for functioning the e-governance platform for student admission procedure
3. To discuss matters related to upgradation of Balurghat College website
4. To discuss the matter related to laboratory class tests as part of CIE

### **The following points were discussed in the meeting:**


1. Resolved that the IQAC unanimously approved the minutes of the previous meeting held on 14/10/2015
2. It is resolved that the admission procedure from 2016-17 academic year be done via e-governance platform. A software equipped to handle the admission procedure be installed in the college. Relevant faculty and non-teaching staff members be trained to handle the software.
3. It is agreed upon among the IQAC members that the website of Balurghat College needs upgradation. It is resolved that IQAC to approach Governing Body, Balurghat College through Principal, for upgradation of the website.
4. It is resolved that the laboratory based departments, namely Chemistry, Physics, Zoology, Botany be encouraged to start conducting laboratory class tests during regular laboratory periods of class-week, as a part of CIE.

### **Members present:**

1. Sri Ajay Kumar Saha, President, Governing Body
2. Dr. Yang Lhama Bhutia, Coordinator, IQAC
3. Dr. Biman Chakraborty
4. Sri Subhendu Mahato
5. Dr. Asish Kumar Das
6. Dr. Gouri Das
7. Dr. Bhaswati Mukhopadhyay
8. Dr. Laxman Saha
9. Dr. Shyam Charan Barma
10. Sri Sanjoy Das

  
Dr. Yang Lhamu Bhutia  
IQAC Coordinator



  
Dr. Pankaj Kundu  
Principal  
Balurghat College  
**Principal**  
**Balurghat College**