

# মেটিং রেজল্যুশন বই MEETING RESOLUTION BOOK

মেটিং-এর ক্রমিক সংখ্যা/Serial No. of Meeting : 01  
মেটিং-এর স্থান/Venue of Meeting : IQAC Room

মেটিং-এর তারিখ/Date of Meeting : 10.09.2019  
মেটিং-এর সময়/Time of Meeting : 12.30 pm

উপস্থিত সভ্যগণের নাম/Name of Members Present

## Khatra Adibasi Mahavidyalaya Khatra, Bankura Academic Session 2019 - 2020 IQAC Meeting Notice

Meeting No. KAM/IQAC/01/19-20

Date: 03.09.2019

All the members of Internal Quality Assurance Cell are hereby informed that the first meeting of the IQAC (Session 2019-20) will be held on 10.09.2019 at 12:30 pm in IQAC Room. All members are requested to be present.

Sl No.	Name and Designation	Signature
1.	Kalyan Kanti Dutta, Teacher-in-Charge	<i>KKD 03/9/19</i>
2.	Dr Aloke Bhowmik, Coordinator, IQAC	<i>Aloke Bhowmik 03/09/2019</i>
3.	Shri Muchiram Soren, Teacher Member	<i>MS 03/09/2019</i>
4.	Smt. Sreerupa Bhattacharjee, Teacher Member	<i>Sreerupa Bhattacharjee 03/09/2019</i>
5.	Dr. Md. Asif Ikbal, Teacher Member	<i>Md. Asif Ikbal 3/9/19</i>
6.	Dr. Tuhin Majumdar, Teacher Member	<i>Tuhin Majumdar 3.9.19</i>
7.	Dr. Swarup Kumar Maji, Teacher Member	<i>Swarup 3.9.19</i>
8.	Dr. Parthasarothi Hati, Teacher Member	<i>PH 3.09.19</i>
9.	Bhajan Chandra Dan, Non-Teaching Member	<i>Bhajan chandra Dan. 3.9.19</i>

### Agenda:

1. Confirmation of the last meeting
2. Academic Calendar for 2019-20
3. Career Advancement Scheme
4. Awareness Programmes on Value Education & Ethics for continuing Best Practice of Promoting Value Education of 2017-18
5. Confirmation of Permission granted to Dr Siddharta Sinha for participating in Orientation Programme
6. Confirmation of One day Institutional Level Induction Programme on ERP for Teaching (New Joinee, Dr. Sk. Aktar Hossain, 26.07.19) & Non-Teaching Staff

*Aloke Bhowmik*  
Co-ordinator  
IQAC  
Khatra Adibasi Mahavidyalaya

*KKD 03/9/19*  
Teacher-in-Charge  
Khatra Adibasi Mahavidyalaya  
Bankura

## রেজল্যুশন/RESOLUTIONS ADOPTED

### Minutes of the Meeting:

1. All the decisions taken by the IQAC in the last meeting have been approved and confirmed.
2. Dr. Swarup Maji in consultation with IQAC members prepared the academic calendar and places it before the house. The house approves the Academic Calendar and ensures that it is displayed in notice boards and uploaded in the website. Heads of the Departments consolidated their academic plan into Academic Calendar.
4. IQAC Coordinator advises the faculty members, namely Dr. Asif Ikbal, Dr. Tuhin Majumdar, Dr. Swarup Maji, Dr. P. Hati, Smt. Sreerupa Bhattacharjee to submit their respective academic documents to him for preparation of that their Career Advancement Scheme profiles which in turn will be submitted to DPI for their promotional benefits. The concerned faculty list includes him.
5. Teacher-in-Charge, Kalyan Kanti Dutta, informs the house that 2 departments, namely Sanskrit & Philosophy has sought permission from his end to conduct outreach Awareness Programmes on Value Education & Social Values & Ethics respectively in association with neighbouring Supur High School on 11.09.2019 keeping in mind the continuation of Best Practice of Promoting Value Education of 2017-18. The house lauds the idea and asks IQAC Coordinator to suggest the Heads of both the departments to conduct the same and also to preserve documents.
6. IQAC Coordinator informs the house that Dr. Siddharta Sinha, Department of Physics has previously applied for permission for participating in Orientation Programme at HRDC, Calcutta University. His permission was granted and at present he has been participating in the said programme which is scheduled to end on 20<sup>th</sup> September, 2019. The Teacher-in-Charge advises the IQAC Coordinator to collect his certificate for documentation.
7. Dr. Ikbal, Bursar, who was the sole speaker for One day Institutional Level Induction Programme on ERP for Teaching (New Joinee, Dr. Sk. Aktar Hossain, 26.07.19) & Non-Teaching Staff (30.08.19) places before the house the brief report on the same. The house accords the report.

With no other issues to be discussed, the meeting ends with vote of thanks to the chair.

*Aloke Bhowmik*  
Co-ordinator  
IQAC  
Khatra Adibasi Mahavidyalaya

*KKD 03/9/19*  
Teacher-in-Charge  
Khatra Adibasi Mahavidyalaya  
Khatra :: Bankura

