

# মিটিং রেজল্যুশন বই MEETING RESOLUTION BOOK

মিটিং-এর ক্রমিক সংখ্যা/Serial No. of Meeting : 02  
মিটিং-এর স্থান/Venue of Meeting : IQAC Room

মিটিং-এর তারিখ/Date of Meeting : 07.11.2019  
মিটিং-এর সময়/Time of Meeting : 12.30 pm

উপস্থিত সভাপণের নাম/Name of Members Present

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



Meeting No. KAM/IQAC/02/ 19-20

Date: 29.10.2019

All the members of Internal Quality Assurance Cell are hereby informed that the second meeting of the IQAC (Session 2019-20) will be held on 07.11.2019 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	29/10/19
2.	Dr Alope Bhowmik, Coordinator, IQAC	29.10.2019
3.	Shri Muchiram Soren, Teacher Member	29/10/2019
4.	Smt. Sreerupa Bhattacharjee, Teacher Member	29/10/2019
5.	Dr. Md. Asif Iqbal, Teacher Member	28/10/19
6.	Dr. Tuhin Majumdar, Teacher Member	29.10.19
7.	Dr. Swarup Kumar Maji, Teacher Member	29.10.19
8.	Dr. Parthasarothi Hati, Teacher Member	29.10.19
9.	Bhajan Chandra Dan.	Bhajan chandra dan. 29.10.19

## Agenda:

1. Confirmation of the last meeting
2. Placing and approval of Language Lab Inauguration & Seminar Report
3. Permission for participation of Dr Swarup Kumar Maji in Orientation Course
4. Academic Assessment and Innovative Teaching Practice
5. Book Purchase for Library
6. Preparation of Pay Fixation for 5 New Joinee Faculty Members
7. One Day Institutional Level Induction Programme on HRMS for Non-Teaching Staff

29.10.2019  
Co-ordinator  
IQAC  
Khatra Adibasi Mahavidyalaya

29/10/19  
Teacher-in-Charge  
Khatra Adibasi Mahavidyalaya  
Khatra :: Bankura

## রেজল্যুশন/RESOLUTIONS ADOPTED

ক্রমিক সংখ্যা  
Serial No.



### Minutes of the Meeting:

1. All the decisions taken by the IQAC in the last meeting have been approved and confirmed.
2. Dr. Tuhin Majumdar places before the house the report on "Orientation programme on Importance of Language & Communication Skill Development Lab" held on 25.09.2019 at our newly constructed Language Lab which was inaugurated on the same day. The report was approved by the house.
3. IQAC Coordinator places the permission letter sought by Dr Swarup Kumar Maji for attending the Orientation Programme scheduled to start from 14<sup>th</sup> Novemeber, 2019 to 16<sup>th</sup> January, 2020. The Teacher-in-Charge permits him to attend the said course and also advises him to attend a refresher course soon as his promotion due date is nearing. He is also advised to submit his certificate as soon as he resumes his duties after completion of the course.
4. The Teacher-in-Charge advises IQAC Coordinator to motivate teachers to upload Power Point Presentations on topics related to the syllabus so that students can avail learning in multimodal ways. IQAC Coordinator also advises faculty members to publish scholarly research articles and attend seminars so that they can exchange newer ideas with the students.
5. Dr Iqbal informs the house that on 5.11.2019 as per purchase order vide no. KAM/RUSA/2019-20/P/PO/22, the library committee have purchased books from S.M. Publication and Katha-O-Kahini amounting to Rs. 224287 and Rs. 43765 respectively for benefits of students keeping in mind the newly introduced syllabus of CBCS. Furthermore, Rs.200323 has been sanctioned in the name of Techno World Book Store for supplying books.
6. Five new faculty members have joined our institution through WBCSC. They are Dr. Sk. Aktar Hossain (Philosophy 26.07.19), Tithi Roy (Physical Education 11.09.19), Saiful Ansari (Political Science 13.09.19), Madhumita Biswas (English 27.09.19), Trilochan Sing Sardar (Sanskrit 15.10.19). Teacher-in-Charge requests the IQAC coordinator to ensure the collection of their requisite documents for their pay fixation which may be duly sent to the DPI for necessary action.
7. IQAC Coordinator places before the house the outline of the outcome of the successful completion of One Day Institutional Level Induction Programme on HRMS for Non-Teaching Staff on 05.11.2019. The house appreciates Dr. Iqbal for his efforts as speaker to make this event effective for non-teaching staff.

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

07.11.2019  
Co-ordinator  
IQAC  
Khatra Adibasi Mahavidyalaya

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Teacher-in-Charge  
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