

# MEETING RESOLUTION REGISTER / সভার কার্য বিবরণী বই

Proceedings of the Managing Committee Meeting / সভা কার্য বিবরণী / General / Special Conference / সাধারণ / বিশেষ অধিবেশন  
S.C.S.Y. S.N.G. Village Development Committee, Club, Society, School, College etc.  
এস.সি.এস.স.স.স. গ্রাম উন্নয়ন কমিটি, ক্লাব, সমিতি, বিদ্যালয়, কলেজ ও অন্যান্য।

Meeting No. / মিটিং নং \_\_\_\_\_ Held at / স্থান \_\_\_\_\_  
Time / সভার সময় \_\_\_\_\_  
Name of Members Present / উপস্থিত সভ্য / সভ্যদের নাম \_\_\_\_\_



## Khatra Adibasi Mahavidyalaya Khatra, Bankura Academic Session: 2021-2022 IQAC Meeting Notice

Meeting No. KAM/IQAC/01/21-22

Date: 25.06.2021

All the members of Internal Quality Assurance Cell are hereby informed that the first meeting of the IQAC (Session 2021-2022) will be held on 2.07.2021 at 11:30 a.m. in online mode through Google Meet. The link for the meeting will be provided later on. All members are requested to be present.

Sl. No	Name and Designation	Signature
1.	Dr. Nityananda Patra, Principal	<i>[Signature]</i>
2.	Dr. Alope Bhowmik, Coordinator, IQAC	<i>[Signature]</i> 25.06.21
3.	Dr. Parthasarothi Hati, Teacher Member	<i>[Signature]</i> 25.06.21
4.	Shri Muchiram Soren, Teacher Member	<i>[Signature]</i> 25.06.21
5.	Smt. Sreerupa Bhattacharjee, Teacher Member	<i>[Signature]</i> 25.06.21
6.	Dr. Md Asif Ikbal, Teacher Member	<i>[Signature]</i> 25.06.21
7.	Dr. Tuhin Majumdar, Teacher Member	<i>[Signature]</i> 25.06.21
8.	Dr. Swarup Kumar Maji, Teacher Member	<i>[Signature]</i> 25.06.21
9.	Shri Bhajan Chandra Dan, Non-teaching Staff	<i>[Signature]</i> 25.06.21

### Agenda:

- 1) Confirmation of the last meeting
- 2) Online Admission
- 3) Academic Calendar for 2021-2022
- 4) Use of ERP to conduct online classes during COVID-19 pandemic
- 5) Online Faculty Development Programmes and Online Workshop completed (Dr. Kamalika Chakraborty)
- 6) Online Faculty Development Programme completed (Kalyan Kanti Dutta)
- 7) Online Refresher Course completed (Trilochan Sing Sardar)
- 8) Online Faculty Induction Programme Permission of Dr. Sk. Aktar Hossain
- 9) Online Refresher Course Permission of Dr. Rima Barik
- 10) Online Faculty Development Programme Permission of Dr. Md. Asif Ikbal, Dr. Kamalika Chakraborty, Kalyan Kanti Dutta and Rajesh Guin

*[Signature]* 25.06.21  
Co-ordinator  
IQAC  
Khatra Adibasi Mahavidyalaya

*[Signature]*  
Principal  
Khatra Adibasi Mahavidyalaya  
Khatra, Bankura

Serial No. / ক্রমিক সংখ্যা	Resolution Adopted / গৃহীত প্রস্তাবগুলি



### Minutes of the meeting

Date: 02.07.2021

Place: IQAC Room

1. All the decisions taken by the IQAC in the last meeting have been approved and confirmed.
2. IQAC proposes any kind of help to the Admission Sub-committee for smooth conduction of Online Admission.
3. Dr. Ikbal in consultation with IQAC members prepares 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. The Master Routine of the college was prepared by the concerned committee and it was approved by the IQAC.
4. IQAC Coordinator proposes that online classes are to be conducted smoothly during the pandemic using college ERP and the members of IQAC support the decision.
5. Dr. Kamalika Chakraborty submits the photocopies of certificates of the online Faculty Development Programmes [(17.05.2021, 18.05.2021, 19.05.2021) and (29.05.2021 and 30.05.2021)] and online Workshop (15.05.2021 and 16.05.2021) attended by her to the IQAC Coordinator for documentation purpose. The house appreciates her for successful completion of these online courses. *[Signature]*
6. Kalyan Kanti Dutta submits the photocopy of certificate of the online Faculty Development Programme attended by him to the IQAC Coordinator for documentation purpose. The house appreciates him for his successful completion of the online course from 10.05.2021 to 14.05.2021. *[Signature]*
7. Trilochan Sing Sardar submits the photocopy of the online Refresher Course attended by him to the IQAC Coordinator for documentation purpose. The house appreciates him for his successful completion of the online course from 17.05.2021 to 31.05.2021. *[Signature]*
8. Dr. Alope Bhowmik, IQAC Coordinator informs the house that Dr. Sk. Aktar Hossain has been selected for an online Faculty Induction Programme from 6.07.2021 onwards. The Principal grants him permission for attending this course and advises Dr. Bhowmik to inform him to submit the certificate to IQAC after his successful completion. *[Signature]*
9. Dr. Alope Bhowmik, IQAC Coordinator informs the house that Dr. Rima Barik has been selected for an online Refresher Course in Mathematics, organized by Ramanujan college, University of Delhi from 31.08.2021 onwards. The Principal grants her permission for attending this course and advises Dr. Bhowmik to inform her to submit the certificate to IQAC after her successful completion. *[Signature]*
10. Dr. Alope Bhowmik informs the house that 4 faculty members have been selected for online Faculty Development Programmes:
  - > Dr. Md. Asif Ikbal has been selected for an online Faculty Development Programme on "Mathematical Biology and Biostatistics" organized by Amity University, Kolkata from 26.07.2021 onwards.
  - > Dr. Kamalika Chakraborty has been selected for a National Level Online Faculty Development Programme on "Recent Trends in Education, Technology and

*[Signature]* 02.07.2021  
Co-ordinator  
IQAC  
Khatra Adibasi Mahavidyalaya

*[Signature]*  
Principal  
Khatra Adibasi Mahavidyalaya  
Khatra, Bankura

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এস.জি.এস.এম.সি., এস.এম.জি., গ্রাম উন্নয়ন কমিটি, ক্লাব, সমিতি, বিদ্যালয়, কলেজ ও অন্যান্য।



Management" organized by jointly organized by MILAGRES COLLEGE, KALLIANPUR & GFGC KAVOOR, MANGALORE from 30.07.2021 onwards.

- Kalyan Kanti Dutta and Rajesh Guin have been selected for an online Faculty Development Programme on "Application of Tools and Technology in Research Methodology" organized by Anjuman Arts, Science, Commerce College and P.G. Studies, Dharwad, Karnataka, India from 2.08.2021 onwards.

The Principal grants permission to all 4 faculty members to attend the online courses and advises Dr. Bhowmik to inform them to submit the certificates to IQAC after their successful completion.

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

  
Co-ordinator  
IQAC  
Khatra Adibasi Mahavidyalaya

  
Principal  
Khatra Adibasi Mahavidyalaya  
Khatra, Bankura