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13th April, 2017

NOTICE

A meeting of IQAC members will be held on 20th April, 2017 at 11:30 am in the Principal's Cabin. All the committee members are required to attend the meeting.


Dr. Chitra Munshi
IQAC Coordinator




Dr. Debajit N. Sarkar
Principal

AGENDA FOR IQAC MEETING 20th APRIL, 2017

AGENDA OF THE MEETING:

1. To read and to adopt the minutes of the previous meeting.
2. To review the Action taken Report of the last minutes.
3. To review all the activities undertaken during the academic year 2016-17.
4. To discuss regarding teaching plan and activity calendar for the next academic year.
5. To discuss workshops for teachers to be organised by SFC department.
6. To introduce new ERP from next academic year.
7. To discuss on any other matter with the permission of the chair.

Chitra

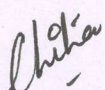


Dr. Chitra Munshi


Dr. Chitra Munshi
IQAC Coordinator

MINUTES OF THE IQAC MEETING HELD ON 20th APRIL, 2017

1. The minutes of the previous IQAC meeting were read, approved and adapted by the committee
2. Dr. Chitra Munshi read all the activities conducted by the college under the guidance of IQAC. The members appreciated.
3. Dr. Debajit N. Sarkar instructed that HODs should collect the teaching plan for the academic year in the beginning of the year to ensure timely completion of the syllabus.
4. Mrs. Preeti Vaswani proposed that an activity calendar should be prepared by the cultural committee to avoid any last minute clashes with the academic sessions. The committee accepted the proposal.
5. Ms Vaishali Pandya proposed to organise an intercollegiate workshop in association with BOS by BAF department.
6. Principal gave a Vote of Thanks to all the members.



Dr. Chitra Munshi
IQAC Coordinator





Dr. Debajit N. Sarkar
Principal

ACTION TAKEN REPORT OF 20/04/17

1. The teaching plans for the academic year 2017-18 was collected by the concerned HODs and Coordinators in the month of June and submitted to the Vice principal Dr K. Venkateshwarlu.
2. An activity calendar was prepared by Dr. Mrs Nandita Saldanha as a chairperson of Cultural Committee and circulated to all the staff.
3. Ms Vaishali Pandya organised a syllabus revision workshop for BAF department in association with BOS in June, 2017. Many teachers attended the workshop.
4. New ERP Pro-Campuz was introduced.


Dr. Chitra Munshi
IQAC Coordinator




Dr. Debajit N. Sarkar
Principal