



23<sup>rd</sup> December, 2016

## NOTICE

A meeting of IQAC members will be held on 6<sup>th</sup> January, 2017 at 11:30 am in the Principal's Cabin. All the committee members are required to attend the meeting.



  
Dr. Debajit N. Sarkar

Principal

## AGENDA FOR IQAC MEETING 6<sup>th</sup> JANUARY, 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 the changes in the composition of the IQAC committee.
4. **To discuss and review the intercollegiate festivals hosted by various SFC.**
5. **To discuss the one-day field visit for the students.**
6. **To introduce certificate courses**
7. **Any other matter with the permission of the chair**



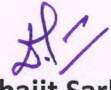
*Chitra*  
Dr. Chitra Munshi  
IQAC Coordinator

**MINUTES OF THE IQAC MEETING HELD ON 6<sup>th</sup> JANUARY , 2017**

1. The minutes of the previous IQAC meeting were read, approved and adapted by the committee
2. It was decided to conduct certificate courses/ add-on courses by various departments. Psychology department agreed to start a certificate course on Basic Listening.
3. An academic festival should be conducted by aided and unaided section in the current academic year.
4. Dr Debajit N. Sarkar said that guest lectures and educational visits be organised to provide practical orientation to students.
5. Principal gave a vote of thanks to all the members for attending the meeting.


  
Dr. Chitra Munshi  
IQAC Coordinator




  
Dr. Debajit Sarkar  
Principal

## ACTION TAKEN REPORT OF 06/01/17

1. Inter-collegiate festival "PARALLAX 2017" was jointly organised by all SFC departments on 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> February, 2017.
2. A visit to Bombay stock exchange was organised on 13<sup>th</sup> February, 2017 for SFC students to facilitate them, to interact with experts from the stock markets on the topic "Emerging opportunities in financial system".
3. The Aided section organised UNMESH in the month of February, 2017.
4. Psychology Department conducted certificate course on Basic Listening skills during 20 th March to 8 th May 2017.

  
Dr. Chitra Munshi  
IQAC Coordinator



  
Dr. Debajit Sarkar  
Principal