



Mankar College

MANKAR, PURBA BARDHAMAN
WEST BENGAL-713144

ESTD : 1987

NAAC Accredited at 'B+'

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Ref. No.



Date

NOTICE - 1/2023-24 28.7.2023

A meeting of IQAC will be held on 01.8.2023 at 11 a.m. at the principal's chamber to discuss the following agenda. All members of IQAC are requested to attend the meeting.

Agenda:

1. To confirm proceedings of the last meeting.
2. To recommend the departments to keep documents of mentor mentee meeting, student centric activities and special classes for advance and slow learners.
3. To request the departments to prepare academic audit for 2022-23 session.
4. To organize a workshop on new curriculum to be introduced from 2023-24 session following NEP 2020
5. To request routine committee to submit new routine for 2023-24 session to the Principal
6. To distribute duty to the faculties and office staffs for coming NAAC Peer Team visit on 18.8.23 & 19.8.23.
7. To initiate preparation of AQAR 2022-23.
8. To take initiative for green audit for 2022-23 session.
9. Miscellaneous, if any

Irabanti Ghosh 28.7.23
Signature of IQAC Coordinator

Coordinator
I.Q.A.C.
Mankar College

Shanta 28.7.23
Signature of Principal

Principal
Mankar College



MEETING RESOLUTION BOOK

ज्ञान Place	Principal's chamber
समय Time	11 a.m.

समय Time	11 a.m.
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| নং /No. | রেজল্যুশন / Resolution Adopted |
|---------|--------------------------------|

1. The proceedings of the last meeting are read out and sanctioned.
2. Resolved to request the academic department to keep documents of mentor mentee meetings, student centric activities and special classes of advance and slow learners for the current session and submit the reports of such activities to the IQAC coordinator periodically.
3. Resolved to request the departments to prepare academic audit for 2022-23 session.
4. Resolved to organize a workshop on new curriculum to be introduced from 2023-24 following NEP 2020.
5. Resolved to request routine committee to submit new routine for 2023-24 to the Principal within 7 days.
6. Resolved to distribute duty to the faculties and staffs for coming NAAC Peerteam

visit on 18.8.23 and 19.8.23. The Teachers' Council Secretary is entrusted to perform the job.

7. Resolved to initiate preparation of ASAR 2022-23.

8. Resolved to take initiative for preparing Green Audit and Green Audit Committee is requested to take the responsibility.

9. Resolved to motivate non-teaching staffs to participate in workshop organized by HRDC.

10. Resolved to initiate to form a Kanyashree Club to encourage the girls students to be employed in future.

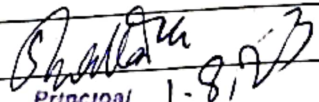
Action Taken Report:

1. As per earlier resolution academic departments and office have prepared documents for coming NAAC and submitted to the IGAC coordinator.

2. The cultural Committee has organized a cultural competition with active participation of the students and teachers.

3. Office of Career Guidance cell has been constructed for smooth operation of the cell.

The meeting ends with vote of thanks to the chair.


Principal
Bhankar College