

INTERNAL QUALITY ASSURANCE CELL

KURSEONG COLLEGE

NOTICE

Date: 2nd Sept. 2016

This is to notify all concerned that a meeting of the IQAC, Kurseong College shall be held on **9th Sept. 2016**, in the IQAC room at 12.30 PM. All the respected members are requested to make it convenient to attend the meeting.

Agendas:

1. **Confirmations of the resolutions of the last meeting held on 13th May.**
2. **Finalisation of AQAR for the 2015-16 sessions.**
3. **Mid-term assessment of the 1st, 2nd and 3rd Year Honours and general.**
4. **Remedial Classes**
5. **AOB.**

Co-ordinator

IQAC, Kurseong College

Copy to:

1. Principal, Kurseong College
2. Notice Board
3. IQAC file

A meeting of the IQAC, Kurseong College was held on 9th **September**' 2016, in the IQAC room at 12.30 P.M. to transact the notified agendas. The following members attended and participated in the meeting.

1. Dr. Upendra Adhikari, Co-ordinator, IQAC
2. Mr. Udai Rai, External member
3. Mr. Subhasis Das,
4. Mr. Sumanta bhattacharjee
5. Dr. Shera Pandi Molommu
6. Mrs. Srijana Rai
7. Mr. Yogesh Khati
8. Mr. Benoy Kishore Rai

Minutes of the Meeting;

1. The house tabled the issue of finalisation of AQAR for 2015-16 and confirmed the same. The house unanimously resolved to thank all the individuals associated with the task of preparation of AQAR.
2. The house tabled the proposal to have two sets of examinations as mid-term assessment and sent up tests for this session. The house unanimously resolved to propose the matter to the teacher's council to conduct mid-term assessment by the end of September and sent-up tests by December 2016.
3. The house tabled the proposals for arrangement of remedial classes for the weaker students. The house unanimously resolved to request the authority as well as the teacher's council for arranging remedial classes for the weaker students as soon as possible.

The meeting ended with thanks to and from the chair.