

INTERNAL QUALITY ASSURANCE CELL

KURSEONG COLLEGE

NOTICE

Date: 4th March 2015

This is to notify all concerned that a meeting of the IQAC, Kurseong College shall be held on **7th March 2015**, in the IQAC room at 12.30 PM. All the respected members are requested to make it convenient to attend the meeting.

Agendas:

- 1. Confirmation of the minutes and resolutions of the last IQAC meeting held in December 2014.**
- 2. Encouraging the teaching faculty to participate in seminars/conferences/workshops etc. for the enrichment of the teaching faculty.**
- 3. Preparation of academic calendar for the upcoming academic session 2015-16**
- 4. AOB.**

Co-ordinator

**IQAC, Kurseong
College**

Copy to:

1. Teacher-in-charge, Kurseong College
2. Notice Board
3. IQAC file

A meeting of the IQAC, Kurseong College was held on 7th **March 2015**, in the IQAC room at 12.30.P.M. to transact the notified agendas. The following members attended and participated in the meeting.

1. Mrs. Laxmi Pradhan, Teacher-in-Charge
2. Dr. Upendra Adhikari, Co-ordinator, IQAC
3. Mr. Yogesh Khati
4. Mr. Sumanta bhattacharjee
5. Dr. Shera Pandi Molommu
6. Mrs. Srijana Rai
7. Mr. Udai Rai, External member

Minutes of the Meeting;

1. The meeting of the house began with the permission of the chair and with a welcome note by the Co-ordinator, IQAC.
2. The house tabled the resolution of the last IQAC meeting held in December 2014 and approved the resolutions.
3. The house unanimously resolved to work for re-design College website.
4. The house tabled and unanimously resolved to prepare an academic calendar for the academic session 2015-16. The house requested Mrs. Srijana Rai to prepare a draft of the same and place it in the Next IQAC meeting for discussions and approval.

The meeting ended with thanks to and from the chair.