

IQAC
HAZI A K KHAN COLLEGE

NOTICE

Date: 20/09/2021

This is notified to all the internal members of IQAC, Hazi A K Khan College that a meeting is to be convened regarding functioning the cell in the college on 21.09.21 from 2 pm onwards through Google Meet (link: <https://meet.google.com/czp-jbab-zbb>). You all are requested cordially to attend the meeting in time.

Sd/-
Dr. Krishnendu Munsu
Coordinator, IQAC
Hazi A K Khan College

IQAC
Hazi A K Khan College
Resolution of the online meeting held on 21.09.2021
Through online platform: Google Meet (link: <https://meet.google.com/czp-ibab-zbb>)
From: 2 pm onwards

Proceedings of the IQAC meeting convened online through Google–Meet under the Chairmanship of Principal, Hazi A K Khan College on 21.09.2021


Members Present:


1. Dr. Goutam Kumar Ghosh, Principal, Chairperson
2. Dr. Krishnendu Munsi, Asst. Prof., Department of Education, IQAC Coordinator
3. Dr. Munmun Dutta, Asst Prof., Department of Philosophy
4. Dr. Piyali Dan, Asst. Prof., Department of History
5. Smt. Bidisha Munshi, Asst. Prof., Department of English
6. Dr. Pulokes Mandal, Asst. Prof., Department of Bengali
7. Prottyus Kumar Ghosh, SACT, Department of Geography
8. Bubai Ghosh, SACT, Department of Geography
9. Dr Arijit De, Associate Professor, Gokhale Memorial Girls' College

Agendum: Functioning of IQAC in the college

Resolution: Internal members of IQAC of the college, guided by the Invitee Member, Dr Arijit De, Associate Professor, Gokhale Memorial Girls' College, have resolved that:-

- A copy of IQAC related guidelines is to be supplied to all the members as ready reference.
- All the criteria of the AQAR are to be distributed among the teachers accordingly.
- The Coordinator, IQAC will manage the work concerned, involving the team members.
- An Event Diary is to be maintained incorporating all the proceedings of the college, chronologically, accompanied by related information and photographs. The Departments concerned will provide their information accordingly to the Coordinator.
- Information on Student Achievements is to be collected Department-wise and kept recorded. The HODs concerned will supply information on student performances / achievements in Academic as well as other related fields to the Coordinator.
- Semester wise Feedback from students is to be collected and kept.
- Information on status of pass out students is to be collected and recorded systematically.
- Admission and result related information are to be collected year-wise, from the office.
- The teachers will submit their Half Yearly Self Appraisal, covering all particulars to the Coordinator.
- CAS related works will be done at the end of the Coordinator and the Chairman.
- Atleast one quality related seminar on ICT-enabled Teaching, Preparation of e-modules etc is to be convened in the college, involving DPI / Jt. DPIs.
- A joint meeting of IQAC-NAAC have to be convened within one week.


Dr. Krishnendu Munsi
Coordinator, IQAC
Hazi A K Khan College


Dr. Goutam Kumar Ghosh
Principal
Hazi A K Khan College