

Meeting no. 03

Date 22.05.2019


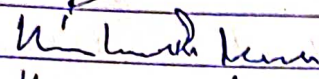
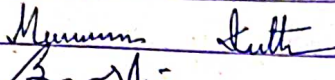

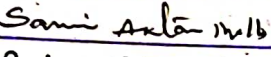
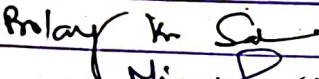
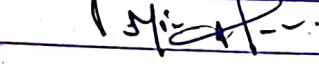
Time 2:30 pm

Chamber of the Principal

IQAC, Hazi A.K. Khan College

Proceedings of the IQAC meeting convened under the Chairmanship of Teacher-in-Charge, Hazi A.K. Khan College dated 22.05.2019

### Members Present

1. 
2. 
3. 
4. 
5. 
6. 
7. 
- 8.
- 9.
- 10.

### Agenda

1. To discuss on Teaching-Learning methods in the college
2. To discuss on initiatives of Sports Sub Committee
3. To continue NAAC related activities
4. To motivate teachers to undergo Faculty Development Programmes and Research/Publication works
5. Misc.

Excerpt of the resolutions taken by members of IQAC guided by its Chairperson, Dr Chandram Pal, Teacher-in-Charge over the above agenda.

Proceedings of the previous meeting have been confirmed.

1. Related sub committees and concerned convenors have been requested to work into academic matters. Senior teacher of the TC, Dr Musman Datta has been entrusted to prepare Academic Calendar for 2019-20 session. Dr. Datta and Smt Piyali Das have been requested to prepare the Master Routine accordingly.
  2. Convenor of Sports Sub committee has been requested to organise several sports events in the college from time to time and motivate the students to participate in sports events in and beyond the college.
  3. It is resolved to request the Administrator of the college to form a NAAC committee with a coordinator to help IQAC in its activities.
- h. Teachers have again been requested to focus on several Research Activities and Publication at a large and to undergo Faculty Development Programmes.

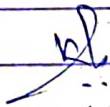
Both the coordinators have ended the meeting by giving vote of thanks.

## Action Taken Report

1. Seminars and Cultural programmes have been conducted in the college in regular basis by the initiatives of different Departments / Committees and NCS unit.
2. Teachers and Students of the institution have attended / participated in related events in and outside the college.
3. An Educational Tour has been conducted by the Department of Education on 23.12.2018
4. Registration of the college in the NAAC portal has been done in February '19
5. Accession of new books as per CBCS have been done in college library on 12.03.2019



Teacher-in-Charge  
Hazi A.K. Khan College  
Hariharpara Dist. Murshidabad



Coordinator, IQAC  
Hazi A.K. Khan College  
Hariharpara, Murshidabad