

Minutes of the Second Internal Meeting of IQAC held on 02.03.2019 in the meeting room of the University at 2:00 p.m.

Members Present


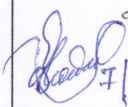

- 1) Prof. Bibhuti Bhusan Paira *B. B. Paira 19/3/19*
- 2) Dr. Atri Bhowmik
- 3) Dr. Somdatta Chakravorty *Chakravorty 14/3/2019*
- 4) Prof. Raja Banerjee
- 5) Dr. Debasis Giri *D. Giri 18.3.19*
- 6) Dr. Amiya Karmakar *Amiya Karmakar 19/3/19*
- 7) Dr. Md. Aftabuddin *Md. Aftabuddin 19/3/19*
- 8) Dr. Santanu Phadikar *S. Phadikar 18/03/19*
- 9) Dr. Pradyut Sarkar *P. Sarkar 18/03/2019*
- 10) Mr. Bivash Mallick *B. Mallick 18/03/2019*
- 11) Dr. Suparna Biswas *S. Biswas 18-03-19*

The second internal meeting of IQAC was held and the following discussion took place:

- 1) It was resolved that the students feedback form designed by AICTE will be used for circulation amongst departments. Dr. Santanu Phadikar, HOD(CSE) has been given the responsibility to arrange for designing the HTML feedback forms to be uploaded in University website. Dr. Aftabuddin has been given the responsibility for hosting the feedback forms in the website.
- 2) The members of sub-committees for Criteria 1 – 7 were finalised. The names of full committee is attached as Annexure I.
- 3) It was discussed that it is necessary for the office and support staff of the University to undergo Office Management training for their development.
- 5) It was suggested by the Finance Officer that the Statute of University be formed.
- 6) It was suggested that the first meeting of IQAC comprising external and internal members of the University has been proposed on 25th/ 26th March, 2019 as per convenience of the Honourable Vice Chancellor.
- 7) A Medical Unit in the University Campus at Haringhata is proposed to ensure quality of health of students and staff.
- 8) It was advised to take immediate measures to conduct activities of Social Responsibility in the University.

[Signature]
2/3/19

Attendance in the Second internal meeting of the IQAC held on 07/03.2019 in the meeting room of the University at 2:00 p.m.

Serial No.	Name, Mobile No. And Email id.	Signature
1.	Dr. Md. Aftebudda	Ms Afteb-d
2.	Dr. Debasis Giri	
3.	Bibhuti Bhuyan Paia	B B Paia
4.	Dr. Atri Bhoomik	 7/3/19
5.	Rivash Mishra	 7/3/19
6.	Suparna Biswas	SS 07/03/19
7.	Sondatta Chakravorty	Shakravorty 7/3/2019
8.	Dr. Pradyut Sarkar	Pradyut 7/3/2019