



# Internal Quality Assurance Cell Krishnagar Women's College

Aurobindo Sarani, Krishnagar, Nadia  
NAAC Accredited B

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## Minutes of IQAC No. 1 held on 15.06.2018

**Proceedings and resolutions** of IQAC meeting held on 15.06.2018 at 3.00 p.m. against Notice No. KWC-IQAC 01/2018-19 dated 07.06.2018 .

### **Members present:**

1. Principal, Chairperson, IQAC
2. Dr. Suryendu Chakraborty, Coordinator
3. Dr. Maya Biswas (Sinha), Member
4. Smt. Mala Ghosh

### **Proceedings and resolutions:**

**Agenda 1.** To organize an orientation programme for the faculty on CBCS Programme to start from 2018-2019 Academic Session.

**Resolutions 1:** Resolved that an orientation programme/workshop be arranged for the faculty by inviting experts from University for the purpose.

**Agenda 2:** To start online admission process for CBCS first Semester students.

**Resolution 2:** Resolved that the Admission Committee would take immediate steps for the smooth conduction of the admission process.

**Agenda 3:** To prepare Academic Calendar of the college.

**Resolution 3:** Resolved that the Academic Sub-committee be asked to prepare the Academic Calendar for 2018-2019..

**Agenda 4 :**To prepare Time Table for first Semester of CBCS students as well as students of B.A./B.Sc.(1+1+1) system.

**Resolution 4 :** Resolved that the Routine Committee be asked to prepare the Time Table for 2018-2019 and submit the same to the Principal within ten days from the notification.

**Agenda 5 :** Purchase of books for new syllabus of CBCS Programme.

**Resolution:5** : Resolved that all the departments be asked to submit the list of books to the Library.

**Agenda 6.** Miscellaneous, if any.

**Resolution 6.** No matter arises.

The meeting ended with vote of thanks to and from the chair.

*Suryendu Chakraborty*

Coordinator

Dr.Suryendu Chakraborty

Co-ordinator

IQAC

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## Action Taken Report for the session 2018-2019

### **Meeting No. 1 – Date: 15.06.2018**

1. Orientation Programme : A Resource person was invited from the University to highlight the new CBCS structure for the faculty of the College.
2. Admission Process: The Admission Committee convened a meeting to initiate the admission process online, ensuring transparency in admission.
3. Academic Calendar: Academic Sub-committee submitted the same.
4. Time Table: The Routine Committee submitted the Time Table to the Principal and it was approved.
5. List of new books for CBCS syllabus was submitted to the Library for processing.

This report outlines the actions taken in response to the resolutions passed in the IQAC meetings held on the mentioned dates.

*Suryendu Chakraborty*

Coordinator

Dr. Suryendu Chakraborty

Co-ordinator  
IQAC

Krishnagar Women's College