



GOVERNMENT OF WEST BENGAL

Office of the Principal

Government General Degree College, Chapra

Vill-Shikra, P.O-Padmamala, Dist-Nadia, -Pin-741123

Memo No:-

Date.....

Minutes of IQAC Meeting held on 01/07/2022

The meeting of IQAC started at 12.30 pm at Principal Chamber on 01/07/2022 with the Principal acting as the Chair.

Agenda:

1. To confirm the minutes of the last meeting.
2. Selection of IQAC Coordinator.
3. Reformation of NAAC committee.

Present members unanimously resolved that:

1. The minutes of the last meeting were read and confirm.
2. Sri Sudipta Das, Assistant Professor of Physics, GGDC, Chapra was selected as IQAC Co-ordinator unanimously.
3. Dr. Pankaj Biswas, Assistant Professor of Bengali, Dr. Latif Uddin, Assistant Professor of Bengali, Sri Krishana Gopal Mohanto, Assistant Professor of Political Science, Sri Ajoy Ghosh, Assistant Professor of History and Smt. Kajal Pradhan, Assistant Professor of Sociology include in the IQAC unanimously.
4. Initiative for academic audit will be taken.
5. Initiative for formation of Alumni Association needs to be taken as early as possible so that it may be register before NAAC SSR preparation.
6. For KOHA database development in the Library, teachers may be requested to provide voluntary service for data entry under the supervision of the librarian.

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Memo No:-

Date.....

Minutes of IQAC Meeting held on 10/03/2023

The meeting of IQAC started at 2.30 pm at Principal Chamber on 10/03/2023 with the Principal acting as the Chair.

Agenda:

- 1.
- 2.
- 3.

1. The proceedings of the last meeting read out and confirmed.
2. Total eight incumbents have been submitted CAS (Stage-I to Stage-II & Stage-II to Stage-III) documents at Higher Education Department, till date.
3. It was resolved that the Principal will take initiative for Green Audit, Energy Audit and Environmental Audit for upcoming NAAC.
4. In the meeting of all teachers with the Principal and IQAC on the poor attendance of the students and decided that regular parent-teacher meeting and continuous telephonic communication with the parent could improve the attendance.
5. The IQAC resolved that for the preparation of SSR, NAAC Convener will distribute the work among the NAAC committee members and others teachers of the college as and when required.
6. Most of the machines like Water filter, Air conditioners, Computers, Printers and UPS have become non-functioning. The Principal has been requested to take the initiative for repairing and for AMC renewal process.
7. It was resolved that faculty members will be release for FIP/RC programme on a priority basis as per the due date of their promotion with the due consent of their Departmental Heads.

The meeting ended with a vote of thanks.

Principal
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Memo No:-

Date.....

Minutes of IQAC Meeting held on 28/06/2023

The meeting of IQAC started at 2.00 pm at Principal Chamber on 28/06/2023 with the Principal acting as the Chair.

Agenda:

- 1.
- 2.
- 3.

1. The proceedings of the last meeting read out and confirmed.
2. It was resolved that The Principal has already been initiated for Govt. Audit and Internal Audit.
3. For the formation of the Governing Body, Principal has already been initiated.
4. The Principal discussed in the meeting for the necessary requirements for the upcoming NAAC.
5. Admission for the session 2023-2024 will be done as per the directives of Higher Education Department and Kalyani University.
6. SSR for NAAC will be submitted tentatively by the end of March 2024.

The meeting ended with a vote of thanks.

Principal
GGDC, Chapra