



No. N.A.A.C./2/2022-23

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02/01/2023

NOTICE

It is to notify that an online meeting of IQAC will be held 09/01/2023 at 12p.m. on the following agenda. All members are requested to be present in the meeting.

1. Confirmation of the previous meeting held on 09/07/2022
2. Distribution of workloads of IIQA
3. Proposal of Hindi Department for Certificate Course

MISC

Paramita Das

Signature of IQAC Coordinator

IQAC Co-ordinator
Chittaranjan College
Kolkata-9

Shantirup

Signature of Principal

Principal
Chittaranjan College
Kolkata-700 009



No.

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Minutes of the meeting dated 09/01/2023

1. The members discussed the minutes of the previous meeting held on 09/07/2022.
2. The members discussed how to distribute the workloads to submit IIQA.
3. The Head of the Department of Hindi presented a proposal for Certificate Course on Hindi on "BhashaSampreshan".
Misc. The members discussed how to counsel the examinees to make them confident before the examinations.

Resolutions:

1. It has been resolved to confirm the resolutions of the previous meeting held on 09/07/2022.
2. It has been resolved to distribute workloads of IIQA criteria wise among all teachers.
3. It has been resolved to accept the proposal of Hindi Department for conducting Certificate Course which would be held tentatively during August-September.
4. Misc. It has been resolved to request all the teachers to counsel all students to boost up their confidence before the examinations.

Members present:

1. Seema Ray
2. Shikha Patra
3. Sushada Gangopadhyay
4. Jayasree Das
5. Reekha K. Shew
6. Seemita Ray Choudhury
7. Sitansu Kumar Das

Paranita Das

Signature of IQAC Coordinator

IQAC Co-ordinator
Chittaranjan College
Kolkata-9

[Signature]
Signature of Principal

Principal
Chittaranjan College
Kolkata-700 009