

The Secretary / Principal



CHITTARANJAN COLLEGE

8A, BENIATOLA LANE
KOLKATA-700 009
☎ : 2241-4570

No. IQAC/2/2021-22

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4/4/2022

NOTICE

This is to notify that a meeting of IQAC will be held on 11/4/2022 on the following agenda at Room No 5 at 1PM. All members are requested to be present in the meeting.

- 1) Confirmation of the previous IQAC meeting held on 10th January, 2022
- 2) Certificate Course on History and Bengali
- 3) CAS of Prof. Sangeeta Rakshit, Assistant Professor in English from Stage 1 to Stage 2
- 4) CAS of Dr. Shibpada Patra, Assistant Professor in the Department of Commerce
- 5) MISC

Paramita Das

Signature of IQAC Coordinator

**IQAC Co-ordinator
Chittaranjan College
Kolkata-9**

Swati

Signature of Principal

**Principal
Chittaranjan College
Kolkata - 700009**

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Minutes of the Meeting held on 11th April, 2022

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1. All the members confirmed minutes of the last meeting.
 2. Dr Paramita Das, HOD of the History department presented her proposal to organize a Certificate Course of thirty Hours for the students on Ancient Temples in India and its Role in the Present Society". All members accepted her proposal.
 3. The CAS of Prof. Sangeeta Rakshit is due on 05/05/2022 so the incumbent is requested to prepare all her necessary documents for promotion and submit the same to IQAC Coordinator.
 4. The CAS of Dr. Shibpada Patra is due on 01/07/2022 so the incumbent is requested to prepare all his necessary documents for promotion and submit the same to IQAC Coordinator.
- MISC: The members discussed about collecting Feedback forms before middle of May of this session.

Resolutions of the meeting:

1. It has been resolved to confirm the resolutions of the last meeting held on 10th January, 2022
2. It has been resolved to approve the proposal of the history department organize an Add course of thirty hours for students at free of cost on "Ancient Temples in India and its role in the Present Society" from 25th April, 2022 to 13th May, 2022.
3. It has been resolved to request Dr Sangeeta Rakshit to prepare all her necessary documents for her CAS from stage 1 to stage 2 and submit the same to IQAC Coordinator.
4. It has been resolved to request Dr Shibpada Patra to prepare all his necessary documents for his CAS from Stage 3 to Stage 4 and submit the same to IQAC Coordinator.

Members present:

1. Shibpada Patra
 2. Jayasree Das
 3. Sankhadeb Ghoshal
 4. Seemaboy
 5. Suchante Ray Choudhury
 6. Sitansu Kumar Das
- Paramita Das
- Signature of Principal: *[Handwritten Signature]* → Raychkr Shew

Signature of IQAC Coordinator

Signature of Principal

IQAC Coordinator
Chittaranjan College
Kolkata-9

Principal
Chittaranjan College
Kolkata - 700009