



HIJLI COLLEGE

Kharagpur- 721306

Date: 01.12.2015

NOTICE

A meeting of the IQAC will be held on 04.12.2015 at 1 p.m. to discuss the following agenda items:

1. Preparation of SSR
2. Misc.

All the members are requested to attend the meeting.

Members:

1. Sri T. K. Maity
2. Prof. D. Parui
3. Dr. N.K. Barman
4. Dr. S. Kabi
5. Sri S. Pattanayak
6. Sri S. Pal
7. Sk. Amiruddin
8. Vacant (Govt. Nominee)
9. Prof. S. K. De
10. Dr. D. N. Khanra

[Handwritten signatures and initials next to the list items]

[Handwritten signature]

Teacher-in-charge

Teacher-in-Charge
Hijli College
Kharagpur-721306

Signature of the Invigilator

Roll. No



Serial No. L 15/

1548458

Jana

Meeting of IQAC held on 04.12.15

Members present:

1. Faculty on 12/15
2. S. K.
3. Sanjit Paul.
4. S. Patra, 04/12/15
5. SK. Anwaruddin

Sri S. K. Patra, Teacher-in-charge, presided over the meeting.

Resolutions:

The program in preparation of SSR was discussed. ~~was discussed~~
Sri P. Mukherjee, In-charge of Maths, ^{X Kabil Mulla} was incorporated into Prof. D. Pami's work since no program was noticed in that area. (Prof. Pami was also about in the meeting as well as in the last meeting and telephonic conversation with him revealed the above-mentioned fact)

AQAR - preparation was assigned to SK. Anwaruddin, ^{with duties}
Sri S. Patra, Sri S. Paul and Sri P. K. Patra would help him in the preparation.

It was noted that Dr. D. N. Khan, Co-Principal of the college, had undertaken his assigned work as a IQAC member day before. Jayant Singh and Sonali Bhattacharya will help S. Patra in his work.

In ~~the~~ ~~system~~ audit, faculty for Botany would be incorporated both in Beautification Committee and NAAC

~~work~~ as Sushil Maip
housekeeping would help T. K. Maity in his work.

Enakshi Saha would help H. K. Berman in his work.

S. Kabi would look after water harvesting with S. Khatun & S. Pal.

T. K. Maity would look after sewer connection matters.

M. Mishra ~~& N. Khastun~~ would look after ~~the~~ Hazardous waste management.

Fire fighting system would be looked after by Sri T. K. Maity & Sri S. Pal.

Upgradation of power supply system would be looked after by S. Pal & S. Rana.

Posting of different sorts would be looked after by T. K. Maity & N. Khastun.

A NAAC assistance group was formed with the

following:

- | | | |
|---------------------------------|----------------|-----------------------------------|
| ① S. Kabi, Joint Convener, NAAC | ⑦ I. K. Mishra | ⑭ A. Ghosh |
| ② C. Mahata | ⑧ S. Panigrahy | ⑮ S. S. Mahapatra |
| ③ D. Dey | ⑨ A. K. Ghosh | ⑯ N. Khastun |
| ④ S. Goswami | ⑩ J. Mallick | ⑰ Two members |
| ⑤ S. Pal | ⑪ S. Dey | ⑱ S. Rana for student? |
| ⑥ R. Guha | ⑫ S. Prasad | ⑲ or Khastun from |
| | ⑬ M. Pal | ⑳ G.S./A.G.S. |

The next meeting would be held on 10.12.15 at
1:30 pm.

There was no other item for discussion.
So, the meeting ended with a vote of thanks to and from the chair.

SLH
4/12/15