

BHAIRAB GANGULY COLLEGE

(Government Aided)

'A' Accredited Institute by NAAC

Belgharia, Kolkata-700 056

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Ref. No.

Date

Minutes of the meeting of IQAC held on 07-05-2019 along with Action Taken Report.

Minutes of the meeting of IQAC:

- i) PBS – Book will be distributed to teachers on 1st July.
- ii) House suggested that a Data Entry Operator should be included for IQAC related jobs.
- iii) ICT-Class picture with Geo-tagging should be started. It has been decided that each department must take at least one class per week in ICT enabled classroom.
- iv) Notices regarding Departmental academic calendar from July 2019 which includes Google academic calendar, notice regarding remedial classes and teacher profile update (CVs of all teachers) should be made.

Action Taken Report:

- i) Personal Dairy (PBS Books) were distributed to teachers on 01-07-2019.
- ii) Smt. Shreyasi Ghosh, was given the responsibility of data entry for IQAC related documentation.
- iii) A separate phone enabled with geo-tagging application was purchased and is being used to document ICT-enabled classes and College events.

Members present:

Dr. S. K. Das (Chairperson and Vice-Principal)

Dr. S. Dewan (Coordinator, IQAC)

Dr. P. Karar *P. Karar*

Dr. T. S. Maity *T. S. Maity*

Dr. D. Bhadra *D. Bhadra*

Dr. R. K. Grewal *R. K. Grewal*

Smt. J. Singh *J. Singh*

Sri. M. Halder *M. Halder*
07.05.19

S. K. Das
Dr. S. K. Das
(Chairperson and Vice-Principal)
Vice-Principal
BHAIRAB GANGULY COLLEGE
Belgharia, Kol-56



S. Dewan
Dr. S. Dewan
(Coordinator, IQAC)
Co-ordinator
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