Members present in the meeting held on 1.2.2018:

- 1. Dr. Sandip Dasgupta
- 2. Dr. Maumita Chaudhuri
- 3. Debabrata Sarkar
- 4. Dr. Chandralekha Ghosh
- 5. Sri Sajal Brahmachari
- 6. Sri Saikat Mandal
- 7. Dr. Samir Ghosh
- 8. Smt. Kalyani Banerjee
- 9. Dr. Anadi Biswas
- 10. Smt. Sompita Das
- 11. Sri Banibrata Chakraborty
- 12. Sri Soumodip Ghosh
- 13. Sri Subhabrata Bhattacharya
- 14. Dr. Sabitri Dutta

Principal took the chair.

- 1. It was resolved that Admission Committee will frame the admission policy for the year 2018-19 on the basis of admission rules set by West Bengal State University. Principal is requested to form the admission committee for the year 2018-19.
- 2. Much discussion was held regarding the Choice Based Credit System (CBCS) which is going to be introduced from the academic session 2018-19. It was resolved that teachers will be requested to attend workshops on the guideline of CBCS. College will organise a workshop on the same.

Action taken report by the Coordinators on implementation of the resolution adopted in the meeting of the IQAC held on 1.2.2018.

- 1. Admission Policy for the academic year 2018-19 has been formed. The formation of admission committee is under process.
- 2. Teachers have been requested to attend and participate in the discussion regarding CBCS. College has planned to organise workshop on the implementation of CBCS on 5.4.2018.

Members present in the meeting held on 15.3.2018:

- 1. Dr. Sandip Dasgupta
- 2. Dr. Maumita Chaudhuri
- 3. Debabrata Sarkar
- 4. Dr. Chandralekha Ghosh
- 5. Sri Sajal Brahmachari
- 6. Sri Saikat Mandal
- 7. Dr. Samir Ghosh
- 8. Smt. Kalyani Banerjee
- 9. Dr. Anadi Biswas
- 10. Smt. Sompita Das
- 11. Sri Banibrata Chakraborty
- 12. Sri Soumodip Ghosh
- 13. Sri Subhabrata Bhattacharya
- 14. Dr. Sabitri Dutta

Principal took the chair.

- 1. It was resolved that faculty members of various departments will initiate the process of purchase of books of as per the changed syllabus under CBCS.
- 2. Teachers will also be requested to produce departmental progress of students and of other academic affairs.

Action taken report by the Coordinators on implementation of the resolution adopted in the meeting of the IQAC held on 15.3.2018.

- 1. The process of purchase of books has been initiated.
- 2. Heads of various departments have reported the progress of students in the selection tests and about remedial teaching for the weak students.