

**Government of West Bengal**  
**Kabi Jagadram Roy Government General Degree College**  
**[erstwhile Government General Degree College at Mejia (Gopalpur)]**  
**At – Gopalpur, P.O. - Mejia, Dist.-Bankura, PIN 722 143 (W.B.)**  
**Internal Quality Assurance Cell (IQAC)**

No: 03/2018/IQAC

Date: 09/07/2018

**Notification**

A meeting of the IQAC, Kabi Jagadram Roy Government General Degree College will be held at 02.00 P.M. on 18/07/2018 at the Chamber of the Officer-in-Charge to discuss the following agenda. All esteemed members of the IQAC are hereby cordially requested to make it convenient to attend the said meeting.

**Agenda:**

- (i) Confirmation of the minutes of the previous meeting,
- (ii) Academic Calendar, Routine and curricular plan for the odd semester, 2018-2019,
- (iii) Preparation of database for student, faculty members and staff,
- (iv) Filling of vacant Teaching and nonteaching posts, and
- (v) Miscellaneous

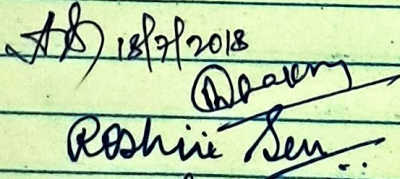
Sd/-  
(Shri Rajarshi Chatterjee)  
Officer-in-Charge

  
(Alok Kumar Das)  
Coordinator, IQAC  
Co-ordinator IQAC  
Kabi Jagadram Roy Govt General Degree College  
Mejia-722143 Dist-Bankura WB

**For circulation to:**

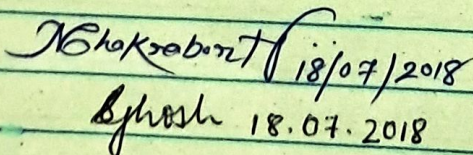
- (i) All members of the IQAC, Kabi Jagadram Roy Government General Degree College,
- (ii) College website: [www.ggdcmejia.org](http://www.ggdcmejia.org)

Members present in the meeting of the IQAC held on 18/07/2018

  
Rashmi Sen

Kuan 18/07/2018

Harta 18.07.2018

  
Bhokrobant 18/07/2018  
Bhosh 18.07.2018



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**Resolution of the Meeting of IQAC held on 18/07/2018**


As per the Notice No: 03/2018/IQAC dated 09/07/2018, the meeting of the IQAC was held at 02.00 P.M. on 18/07/2018 at the Chamber of the Officer-in-Charge.

It was resolved that:

- (i) The minutes of the previous meeting was confirmed by the members present.
- (ii) The Routine Committee under the Teachers' Council will prepare the Academic Calendar and Class Routine focussing the New CBCS curriculum of odd semester of the Bankura University and (1+1+1) pattern of the University of Burdwan. Following the academic calendar and routine, the faculty members of each departments will prepare their curricular plan and will intimate students at the beginning of Semesters I and III.
- (iii) Under the guidance of IQAC, Each Department will prepare and update their respective students' data showing the details of their performance and progression considering the NAAC in future. The office will prepare the data base for the faculty members and staff under the guidance of IQAC.
- (iv) The college authority should proceed to fill the vacant teaching posts in the Department of English and Geology and nonteaching posts such as, librarian, accountant, cashier, and permanent security personnel.
- (v) In the matters arising, in the context of students' attendance, the departmental heads are requested to look after the attendance of the students from the beginning of the session.

As there was no more to discuss, the meeting ended with thanks.

Sd/-  
(Shri Rajarshi Chatterjee)  
Officer-in-Charge

  
(Alope Kumar Das)  
Coordinator, IQAC  
Co-ordinator IQAC

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