



Ph. No. : 8101197976

T.I.C. : 9064492542

MUZAFFAR AHMED MAHAVIDYALAYA

Estd : 1986

P.O. - Salar + Block - Bharatpur - II (Salar) + Sub-Div - Kandi + Dist : Murshidabad

Web-site : www.salarcollege.com

West Bengal + PIN - 742401

E-mail : mamsalar1986@gmail.com

Ref. No. ...MAM/IQAC/m-1/2022.

Date :29.03.2022.....

To

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Member of IQAC

Muzaffar Ahmed Mahavidyalaya

Salar, Murshidabad

Sir/Madam,

I have the pleasure to inform you that, a meeting of the IQAC of Muzaffar Ahmed Mahavidyalaya is likely to be held on 01.04.2022 (Friday) from 2:00 pm

Your presence is highly solicited.

With thanks and regards,

Yours faithfully,

S. Hagne
29.03.22.

Co-ordinator
IQAC

Muzaffar Ahmed Mahavidyalaya
Salar, Murshidabad

Agenda :

1. Development and application of quality parameters for various academic and administrative activities of the college.
2. Documentation of various activities of the college leading to quality improvement.
3. Use of technology for participatory teaching and learning process.
4. Development and maintenance of institutional database & website.
5. Organization of inter/intra institutional workshops, seminars, special lectures on quality related themes and promotion of quality circles
6. Arrangement of feedback responses from students, parents and other stake holders on quality related institutional process.
7. Review meeting on departmental activities with T.C.S. to be organized to evaluate the performance of the departments.
8. Present financial nsituation of the IQAC.
9. Preparation of NAAC in new format.



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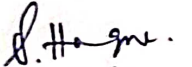
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Your presence is highly solicited.

With thanks,


29.03.22.
Co-ordinator
IQAC

Muzaffar Ahmed Mahavidyalaya
Members of the Committee:

1. Md Kabir, President, G.B.
2. Md. Habibur Rahaman, Govt. Nominee, G.B.
3. Amar Chand Kundu, Eminent Social Worker & Educationalist
4. Treasury Officer, Kandi Treasury
5. Teacher-in-Charge, Chair Person
6. Dr. Sakila Haque, Co-ordinator
7. Sampa Dey, Assistant Professor
8. Deepayan Das, Assistant Professor
9. Dr. Aslim Sk, Assistant Professor
10. Rupnarayan Mukherjee, SAC Teacher
11. S K E Badrul Alam, Computer Operator

IQAC Meeting.

Meeting No. - 01
Date: 01.04.22.
Place: Principals' Chamber.

Members present -

- 1) Md. Kaleem, 01/04/2022
- 2) Md. Ginnatulla Sk, 01/04/2022
- 3) Hafizur Roshman, 01/04/2022
- 4) Rynarayan Shukla, 01.04.22
- 5) S.K.S. Badrul Alam, 01.04.2022
- 6) Ashim Sk, 01-04-2022.
- 7) Sampad Das, 01/04/22
- 8) Deepayan Das, 01/04/22
- 9) Sakila Hameed, 01.04.22.

I, Dr. Sakila Hameed, the co-ordinator of IQAC (appointed by the Teacher-in-Charge, dated 19.02.22) call this meeting today (01.04.22) at 2:00pm.

The following resolutions were taken in the meeting -

- 1) All members of this committee unanimously decided to prepare for the NACC for 2024 in new format. Documentation should be done from 2019-20 academic session.
- 2) All the teaching-learning, academic and administrative documents should be prepared by the respective departments.
- 3) Interdepartmental and interdisciplinary lectures will be arranged.
- 4) Academic events should be organized by each department and these events should be enlisted in the academic calendar.
- 5) Different workshops, seminars, special lectures etc. will be financially supported by college fund and these

programmes which will be held in the college premises, with jointly collaborated with IQAC.

6) Feedback forms will be filled up by the students. Meetings will be organised for the feedback from parents and other stakeholders at regular basis.

7) Alumni Association must be formed on priority basis.

8) The website of the college should be organised by the F.F.G. on monthly basis, developed as per IQAC-NACC requirement.

9) The financial status of IQAC is examined as the previous fund from UGC regarding IQAC was refunded back in.

10) College authority will sanctioned an amount of ₹ 50,000 to IQAC for its functionalities. A joint account will be opened in the name of IQAC coordinator and Teacher-in-Charge on behalf of IQAC.

11) A copy of all the resolutions of different existing committees should be handed over to the IQAC. These committees will work under supervision of IQAC.

12) Departmental review meeting should be organized by the Teachers' Council on monthly basis.

13) All the pending financial audits must be audited as soon as possible.

14) All the upcoming students have to fill up the anti-ragging declaration form at the time of admission.

15. Digital teaching learning processes should be developed and the ICT room should be set up/renovated.

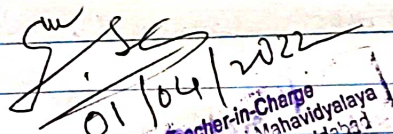
16. The promotional activities of the teachers and non-teaching staff should be monitored by IQAC.

17. A separate room for IQAC will be arranged by the college authority for smooth running of the committee's work.

18.

S. Hagne
01/04/22

Co-ordinator
IQAC
Muzaffar Ahmed Mahavidyalaya
Salar, Murshidabad


01/04/2022
Teacher-in-Charge
Muzaffar Ahmed Mahavidyalaya
P.O. Salar, Dt. Murshidabad