



MUZAFFAR AHMED MAHAVIDYALAYA

SALAR :: MURSHIDABAD :: W.B. :: PIN - 742401

31.01.2023

To

All Members

Internal Quality Assurance Cell
Muzaffar Ahmed Mahavidyalala
Salar, Murshidabad.

Sir / Madam,

A meeting of the IQAC will be held on 08.02.2023 (Wednesday) at 02:00 in the chamber of the Teacher-in-Charge. All members of the cell are earnestly requested to attend the same without fail.

The agenda of the meeting are given below.

With thanks & Regards,

Muzaffar Ahmed 31.01.23
Teacher-In-Charge

Muzaffar Ahmed Mahavidya
Salar, Murshidabad
Teacher-in-charge
Muzaffar Ahmed Mahavidyalaya
P.O.- Salar, Dt.- Murshidabad

Muzaffar Ahmed
31/01/2023
IQAC Coordinator

Muzaffar Ahmed Mahavidya
Salar, Murshidabad
Co-ordinator
IQAC
Muzaffar Ahmed Mahavidyalaya
Salar, Murshidabad

Agenda :

1. Latest status regarding NAAC Assessment
2. Fund for IQAC
3. Furnishing of IQAC Room
4. ICT enabled Conference Room
5. Audit Status of College
6. Misc.

IQAC Meeting

Meeting no. -

Date: 08/02/2023

Place: Principals' Chamber

Time - 2.00 P.M

Members Present:

1. Md. Kabeer 08/02/2023
2. Aftabuddin Rahman 8/02/23
3. Sakila Hameed 08.02.23
4. Sampat Dey 08/02/23
5. Paulami Saha. 8/2/23
6. Deepayan Das. 8/2/23
7. Rousonara Begum 8/2/23
8. Rupnarayan Mukherjee 08.02.23
9. Nazim Kamal 08.02.23
10. Ashim Sk. 08-02-23
11. S.Y.S. Badrul Alam 08.02.23
12. Md. Ginnatulla Sk. 08.02.2023

IQAC Meeting

Date : 08.02.2023

Venue : Chamber of the Teacher-in-Charge

Time : 02:00

The meeting starts with welcoming the three new members of the committee.

- 1) The members of the committee wanted to know the latest update regarding the NAAC Assessment. The Teacher-in-Charge informed the body that, she along with Deepayan Das, NAAC Co-ordinator and Dr. Md. Ginnatulla Sk, IQAC Co-ordinator had attended a "One Day Workshop on Relevant Aspects of NAAC Accreditation from the perspective of New Education Policy" organized by I.Q.A.C., Berhampore College on 28.01.2023. In that meeting Dr. T.K. Ghara, SNO, NAAC informed that it would be praise worthy to complete the NAAC Assessment within academic year 2022-23 as NEP is likely to be imposed from 2023-24 session. Deepayan Das, Co-ordinator informed the committee that IIQA is ready for submission but there are a few portion, mainly internal audit and Library Automation of SSR is still remain incomplete. IIQA will be uploaded after fully completion of SSR works as there is a mandatory period of only 45 days to complete the SSR form the date of IIQA uploading. Rousonara Begum proposes to organize meeting of NAAC Committee at a regular basis to ensure the improvement of the works. The members of the committee agreed the proposal and resolved that meeting of the NAAC Committee will be organized at regular basis.
- 2) The President of the G.B. informed the committee informed the body that the Governing Body had already resolved to create a fund of Rs. 50,000/- for IQAC. It is resolved that a joint account (operated by the T.I.C & the I.Q.A.C. Coordinator) will be opened at the earliest and a fund of Rs. 50,000/- will be transferred to the account form college fund.

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- 3) Members of the committee discussed the matter of IQAC Room and unanimously resolved that the old office room will be furnished as IQAC Room.
- 4) The Teacher-in Charge informed the committee that she would consult with the DPI for sanctioning fund for ICT enabled Conference Room. The committee resolved that the agenda will be discussed latter after clarification from DPI.
- 5) The members of the committee wanted to know about the internal audit status of college, Accountant of the college informed the committee that no concern yet engaged for the purpose. The members of the committee discussed the matter and unanimously resolved that fresh quotation will be invited for Internal Audit of the college.

Misc:

- a) The members of the body discussed about Library Automation process and it is unanimously resolved that fresh quotation will be invited for Library Automation of the college.
- b) The Teacher-in-Charge informed the committee that TCS is likely to train a 30 hours course regarding "Career Councelling and Placement" among 50 students. The members of the committee appluse the proposal and empowered the Teacher-in-Charge to do the needful in this regard.
- c) Deepayan Das, NAAC Co-ordinator informed the committee that college should make arrangement for Industrial Visit for the students, as it is a score effective event in NAAC assessment. The members of the committee appluse the proposal and empowered the Teacher-in-Charge to do the needful in this regard.
- d) Sampa Dey informed the committee that an organization (Sanskrit Bharati) are willing to organize Spoken Sanskrit Course among the students and employees of the college. The committee requested Sampa Dey to contact with Sanskrit Bharati for details information in this regard and report the same to the T.I.C.
- e) For timely implementation of resolution, it has been unanimously resolved that the process of several matters i.e. internal audit, library automation and issuing of students identity card will start as per the government guidelines at the earliest. In this regard the house also unanimously resolved that a resolution by circulation of finance & purchase Committee will be issued by the TIC in this connection. Referring to this, the relevant portion of the IQAC resolution of dated 08.02.2023 will be attached with the resolution by circulation.
- f) In addition with the above mentioned matters, the remaining balance of Sampa Dey ma'am regarding the national seminar which was held on 16.09.2022, the house proposed to disburse it at the earliest. The house also expressed, it will be resolved in the next G.B. on retrospective basis.

08/02/2023
Co-ordinator
IQAC
Muzaffar Ahmed Mahavidyalaya
Salar, Murshidabad

(2)

S. Hegde
16.02.23.
Teacher-in-Charge
Muzaffar Ahmed Mahavidyalaya
P.O.-Salar, Dt.-Murshidabad