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Meeting No 1 / 2018 - 19.
dt. 28. 8. 2018

Notice

A meeting of the IQAC will be held on 28. 8. 2018 at 2 PM in the chamber of the Principal to discuss the proposal for promotion of the following teachers from Stage III to Stage IV

1. Dr Saikat Mondal, Asst-Professor. Bengali
 2. Dr Anjona Chattopadhyay, Asst-Professor - History
- All members are requested to attend.

C. Mukherjee
(Dr. C. Mukherjee)
Coordinator - IQAC

D. Talapatra
(Dr. D. Talapatra)
Principal & Chairman

Minutes - Meeting No 1 / 2018-19 dt- 28.8.2018

Members present-

- 1 D. Talapatra 28/8/18
- 2 Shaili Mukherjee 28/8/18
- 3 (Signature) 28/8/18
- 4 Amitav Deb
- 5
- 6 Ashis Gupta
- 7
- 8 Pranul Nagu 28/8/18

Resolutions

1. The minutes of earlier meeting No 5 of 2017-18 dated 24.5.2018 were confirmed.
2. The proposals for promotion/placement of the following two teachers were scrutinised and approved for onward submission of screening committee.
 - a) Dr Saikat Mondal, Assistant Professor (Stage III), Department of Bengali to Associate Professor (Stage IV) w.e.f.
 - b) Dr Anjana Chattopadhyay, Assistant Professor (Stage III) Department of History to Associate Professor (Stage IV) w.e.f.

Dated. 28.8.2018 Shaili Mukherjee D. Talapatra
(DR C MUKHERJEE) (Dr D. Talapatra)
Coordinator - IQAC Principal & Chairman

Meeting No 2/2018-19
dt. 5.2.2019.

Notice

A meeting of the IQAC will be held on 5.2.2019 at 2 PM in the chamber of the Principal to discuss the following.

(1) Celebration of Science Day, Women's Day & Bhasa Divas.

(2) Teacher Exchange programmes to be organised by departments.

All members are requested to attend.

1/2/19 (Dr. C. Mukherjee)
Coordinator - IQAC

(Dr. D. Talapatra)
Principal & Chairman

MINUTES MEETING NO 2/2018-19. dt. 5.2.2019.

Members present-

- 1 ~~Dhalapatri~~ sp/19
- 2 Chaitali Mukherjee 5/2/19
- 3 Amitavadeb
- 4
- 5 ~~+~~ 5/2/19
- 6
- 7 Arshifutuh.
- 8
- 9 Pramul Nagu 05/02/19
- 10

Resolutions adopted.

- 1. The minutes of earlier meeting No 1 of 2018-19 dt-28.8.2018 were confirmed.
- 2. It was decided that Teachers Council would be requested to supervise the following programmes.
 - (a) 'Bhasha Divash' - to be organised by the Department of Bengali on 21.2.2019.
 - (b) Science Day - to be celebrated by the Science Departments on 28.2.2019.
 - (c) Women's Day - to be celebrated by Women's Assistance Cell on 8.3.2019.
- 3. IQAC will make available a fund of Rs 2000/- appx to each department to enable them to arrange Teachers Exchange programmes/academic exchange programmes for the benefit of students.

Dt. 5.2.2019.

C. Mukherjee
(Dr. C. Mukherjee)
Coordinator - IQAC

Dhalapatri
(Dr. D. Talapatra)
Principal & Chairman

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DEROZIO MEMORIAL COLLEGE
Rajarhat, Kolkata - 36

IQAC

Notice - Meeting no. ...3...of 2018-19

All members of IQAC are cordially invited to attend a meeting on 09/16/04/2019 at 2.30PM in the Principal's chamber to discuss on the following agenda.

1. Admission Procedure
2. Data maintenance
3. Miscellaneous

- i) Dr. Dibyendu Talapatra, Principal, Chairman
- ii) Dr. Chaitali Mukherjee, Coordinator (Teaching Member)
- iii) Prof. Amitava Deb, (Teaching Member)
- iv) Dr. Mahua Bhaumik, (Teaching Member) M. Bhaumik 3/4/19
- v) Dr. Sunanda Haldar, (Teaching Member)
- vi) Dr. Saikat Mondal, (Teaching Member) S. Mondal 3.4.19
- vii) Dr. Anjona Chatterjee, (Teaching Member) A. Chatterjee 4.4.19
- viii) Dr. Inamul Haque, (Teaching Member)
- ix) Asish Gupta (Accountant - Administrative Staff)

Chaitali Mukherjee
Convenor 3/4/19.
IQAC Cell
(Coordinator)
3/4/19

D. Talapatra
Principal 3/4/19

MINUTES - MEETING NO 3 of 2018-19 DATED 9.4.2019.

Members present-

1. Bhalapath 9/4/18
2. Chaitali Mukherjee 9/4/18
3. Jyoti 9/4/19
4. (Signature) 9.4.19
5. M. Bhavnika 9/4/18
6. Anjana Chattopadhyay 9.4.19.
7. Amitavati, 9/4/19
8. (Signature), 09/04/19
9. Manul Nagu 09/04/19

[1] CONFIRMATION OF MINUTES

THE MINUTES OF EARLIER MEETING NO 2 DATED 5/2/2019 WERE CONFIRMED

[2] ADMISSION [2019-20]

- A. HEADS OF INSTITUTIONS OF LOCAL SCHOOLS WOULD BE INVITED TO A BRIEFING SESSION [POWERPOINT PRESENTATION] ON THE COLLEGE ON 3/5/2019 [FRIDAY]
- B. FEEDBACK WILL BE OBTAINED FROM THE PARTICIPANTS IN A SCHEDULE TO BE PREPARED BY IQAC.
- C. THE TENTATIVE PROGRAMME WILL BE AS FOLLOWS
 - 1130 AM-PRINCIPAL'S ADDRESS
 - 1200 NOON-POWERPOINT PRESENTATION BY CO-ORDINATOR IQAC
 - 100 PM -INTERACTIVE SESSION
 - 130 PM - VISIT - COLLEGE FACILITIES
 - LUNCH

[3] -COLLEGE WEBSITE

- A. THE COLLEGE WEBSITE WILL BE UPGRADED IMMEDIATELY.
- B. DEPARTMENTS WILL TAKE URGENT ACTION TO UPDATE THE DEPARTMENT PROFILE

[4] AQAR

DATA RELATED TO ACCOUNTS, OFFICE, LIBRARY ETC WILL BE OBTAINED BY PRINCIPAL SO THAT ALL PENDING AQARs CAN BE COMPLETED

[5] SEMINARS FUNDED BY ICSSR

DEPARTMENTS OF BENGALI, HISTORY AND POLITICAL SCIENCE WILL SUBMIT A PROPOSAL FOR A SEMINAR ON JALLIANWALLA BAG MASSACRE

DATED 9/4/2019

Chaitali Mukherjee
CO-ORDINATOR-IQAC

Bhalapath
PRINCIPAL

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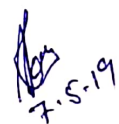

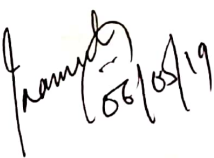
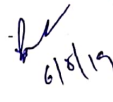
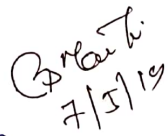

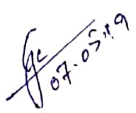
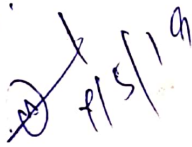
NOTICE-MEETING NO 4 / 2018-19.
DATED 7.5.2019.

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NOTICE

An emergency meeting of IQAC will be held on 07.05.2019 (Tuesday) at 1.30 PM to discuss issues related to the workshop of H. M. of Schools and e-tender.

All the faculty members of laboratory based, departments, NCC, Library, NSS, Nodal Officers of Skill Development Programme are requested to attend the meeting.

 6/5/19
 4/5/19
 7.5.19
 Principal 4/5/19
 6/5/19
 6/5/19
 7/5/19
 7/5/19
 07.05.19
 7/5/19

Plan of Action	Achievements/Outcomes
(1) Internal academic audit of departments	Internal Audit done
(2) Updating the profile of departments on college website	Updating done
(3) Collection of academic data from departments (Students intake, classdata, result analysis, departmental programmes, etc)	Data collected
(4) Preparation of academic calendar	Academic calendar prepared
(5) Offering ex-students membership of the library (reading section)	Members enrolled
(6) Sponsoring Teacher Exchange / Academic Exchange programming by departments	Teacher Exchange / Academic Exchange programming held in April-May, 2019