



www.tpmm.org.in

THAKUR PANCHANAN MAHILA MAHAVIDYALAYA

Cooch Behar

Internal Quality Assurance Cell

Minutes of the IQAC meeting held on 15/09/18

1. Teacher-in Charge Dr. Sati Singh introduced Mr. Krishnendu Bera, the newly appointed IQAC Coordinator to all the IQAC members.
2. Academic calendar for the session 2018-19 was prepared by the IQAC members. The tentative date for the internal examinations is chosen following the holiday list provided by Cooch Behar Panchanan Barma University.
3. Plan of action for the 2018-19 was chalked out. The following points were deliberated on:
 - a. Teachers will be encouraged to use ICT tools in the classroom. The room no 6 has been upgraded into a smart class room. Teachers will be trained to use the smart classroom effectively.
 - b. Teachers will be encouraged to attend seminar and conferences.
 - c. For the newly introduced CBCS, a new set of rules have been laid out by the affiliating university and that need to be conveyed and explained to the departments.
4. Funds received from the Gyandhara Prakalpa of P. C. Chandra Group will be used to upgrade the library. Efforts to fully automate the library should be made. All the departments will be asked to provide a list of books necessary for the newly introduced CBCS curriculum so that the books may be purchased at the earliest.
5. The first day of every month will be observed as "No Vehicle Day" in order to spread awareness about the environmental pollution and the role of the college in curbing the carbon footprint.

Members present: Dr. Sati Singh, Krishnendu Bera, Dr. Upendra Nath Barman, Dr. Bibhuti Bhusan Biswas, Supriya Debnath, Dipak Barman, Suman Minj, Subrata Datta, Anindita Dutta, Nonisha Das.

S. Singh
15/09/2018
Countersigned

Chairperson, IQAC

IQAC
Chairperson
T.P.M. Mahavidyalaya, COB.

Krishnendu
15/09/18
Coordinator

IQAC

IQAC
Co-ordinator
T.P.M. Mahavidyalaya, COB.



www.tpmm.org.in

THAKUR PANCHANAN MAHILA MAHAVIDYALAYA

Cooch Behar

Internal Quality Assurance Cell

Minutes of the IQAC meeting held on 07/12/18

1. It was unanimously approved that our college would intensify the efforts to prepare for the NAAC accreditation. The members discussed about the rules and regulations following the latest manual. New format AQAR has been introduced by the NAAC; hence, the new format for data collection and processing have to be prepared and spread among the departments.
1. It was decided that IQAC room would be upgraded. At least two new computers are necessary for the NAAC work.
2. A workshop on the use of ICT tool in the classroom will be organized to encourage all the teachers to use the smart classroom and the projectors on 11/01/2019. Dr. Bibhuti Bhusan Biswas will be in charge of organizing the workshop.

Members present: Dr. Sati Singh, Krishnendu Bera, Dr. Upendra Nath Barman, Dr. Bibhuti Bhusan Biswas, Supriya Debnath, Dipak Barman, Suman Minj, Subrata Datta, Anindita Dutta, Nonisha Das.

S. Singh
07.12.2018.
Countersigned

Chairperson, IQAC

IQAC
Chairperson
T.P.M. Mahavidyalaya, COB.

Krishnendu Bera
Coordinator 7/12/18

IQAC

IQAC
Co-ordinator
T.P.M. Mahavidyalaya, COB.



www.tpmm.org.in

THAKUR PANCHANAN MAHILA MAHAVIDYALAYA

Cooch Behar

Internal Quality Assurance Cell

Minutes of the IQAC meeting held on 20/02/2019

1. The process of data collection regarding NAAC work needs to be more organized. Departments may identify one person for each department to be assigned the duty of data collection and preservation. Dr. Bibhuti Bhusan Biwas, Dr. Upendranath Barman, Mr. Supriya Debnath and Mr. Dipak Barman were assigned the duty of monitoring the work regarding AQAR preparation.
2. The Teacher-in-Charge and the librarians would be requested once again to expedite the process of digitizing the library.
3. The Teacher-in-Charge is requested to consider the proposition of installing solar panel on the roof of the college building as a measure to move towards green energy. TIC is also requested to materialize the plan of installing rain water harvesting system in the college campus.
4. The application of Dr. Bibhuti Bhusan Biswas for CAS is unanimously accepted.

Members present: Dr. Sati Singh, Krishnendu Bera, Dr. Upendra Nath Barman, Dr. Bibhuti Bhusan Biswas, Supriya Debnath, Dipak Barman, Suman Minj, Subrata Datta, Anindita Dutta, Nonisha Das.

S. Singh
20.02.2019

Countersigned

Chairperson, IQAC
IQAC
Chairperson
T.P.M. Mahavidyalaya, COP.

Krishnendu Bera
20/02/19

Coordinator

IQAC
IQAC
Co-ordinator
T.P.M. Mahavidyalaya, COB.



www.tpmm.org.in

THAKUR PANCHANAN MAHILA MAHAVIDYALAYA

Cooch Behar

Internal Quality Assurance Cell

Minutes of the IQAC meeting held on 05/04/2019

1. Students' feedback was analyzed and the report was prepared. Students' Feedback System may be incorporated in the college website.
2. Prospectus to be uploaded in College Website.
3. A short CV of faculty members as well may be shown in the college website.
4. Seminar proposal from various departments have been discussed and the chairperson has instructed to submit the same in writing.
5. Departmental Projects may be done following a stipulated guideline and the teachers will be explained the technicalities by the IQAC coordinator.

Members present: Dr. Sati Singh, Krishnendu Bera, Dr. Upendra Nath Barman, Dr. Bibhuti Bhusan Biswas, Supriya Debnath, Dipak Barman, Suman Minj, Subrata Datta, Anindita Dutta, Nonisha Das.

S. Singh
05.04/2019.
Countersigned

Chairperson, IQAC
IQAC
Chairperson
T.P.M. Mahavidyalaya, COB.

Krishnendu Bera
Coordinator 5/4/19

IQAC
IQAC
Co-ordinator
T.P.M. Mahavidyalaya, COB.