

MEKLIKANJ COLLEGE

(Govt. Aided)

Affiliated to Cooch Behar Panchanan Barma University

Estd- 1996



P.O. Mekhliganj
Dist: Cooch Behar
PIN: 735304

Ph: 03584 225129
Fax: 03584 225129
Email: college.mekhliganj@gmail.com
Website: mekhliganjcollege.org

Ref: IGAC/M.C/01/20-21

Date: 16/09/2020

NOTICE


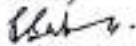


(For Online IQAC Meeting)

It is hereby notified for the information of all concerned that an Online meeting of the IQAC will be held on 24/09/2020 from 2:30 pm onwards to discuss and resolve the agenda stated hereunder. All members are requested to attend the meeting via Google Meet. The meeting link will be provided half an hour before the scheduled time of the meeting.

Agenda:

1. To review and confirm the proceedings of the previous meeting.
2. To discuss the plan of action for the academic session 2020-2021.
3. To discuss about the preparation of academic calendar for the academic session 2020-2021.
4. To review the progress and solve technical issues regarding online classes
5. Miscellaneous

Members

1. Smt.Sanchita Bhattacharyya (G.B. President)
2. Dr. Mousumi De Sarker (Teacher-in-Charge) 
3. Smt. Asudha Mangar (Coordinator)
4. Sri Prasenjit Saha (Member) 
5. Sri. Bhagirath Das (Member)
6. Dr. Sujoy Paul (Member) 
7. Smt. Dola Ghosh (Member) 
8. Sri Mrinmoy Roy (Stakeholder Nominee)
9. Tamalika Saha (Student Nominee)



Dr. Mousumi De Sarker

Teacher-in-Charge

Mekliganj College
Teacher-in-Charge

Mekliganj College

Mekliganj, Coochbehar



Coordinator, IQAC

Mekliganj College

Coordinator

IQAC

Mekliganj College

মিটিং-এর ক্রমিক সংখ্যা : IQAC/MC/01/20-21

মিটিং-এর তারিখ : 24.09.20

মিটিং-এর স্থান : Google Meet

মিটিং-এর সময় : 2:30 P.M.

উপস্থিত সভ্যগণের নাম

১।		৮।	
২।	Mousumi De Sarker	৯।	Minmay Roy
৩।	Asudha Majumdar	১০।	
৪।	Asudha Majumdar	১১।	
৫।	Prasmita Saha	১২।	
৬।	Dola Ghosh	১৩।	
৭।	Srijita Paul	১৪।	

Minutes of the Meeting held on 24/09/2020

No- IQAC/MC/01/20-21

The meeting of IQAC, Mekliganj College was held on 24/09/2020 at 2:30 pm in online mode. The meeting was presided over by Dr. Mousumi De Sarker, Teacher-in-Charge of the college. In the meeting the following resolutions were taken:-

Agenda-1

The proceedings of the previous meeting held on 17/06/2020 have been read out and confirmed.

Agenda-2

The Teacher-in-Charge informed that as per the Govt. notification and subsequent notifications from the University, the college will remain closed due to COVID-19 Pandemic. Therefore, all the teachers of different departments will be asked to continue with the online teaching-learning activities. The Teacher-in-Charge further reported that as per the notification of Coochbehar Panchanan Barma University, online examinations for the UG CBCS 6th Semester students (Hons & Prog) will be held from 01/10/2020 and all teaching and non-teaching staff members will have to be physically present in the college for receiving answer scripts from the students who want to submit the same in case of technical failures.

Agenda-3

The Coordinator of the Academic Committee has been assigned the task of preparing the Academic Calendar for the academic session 2020-2021 after consultation with the respective heads of the departments who are the members of the said Committee. It has been advised that the Academic Calendar should be prepared keeping in consideration the COVID-19 Pandemic situation.

Agenda-4

The Teacher-in-Charge appreciated the initiatives taken by the faculty regarding online teaching-learning. However, he expressed his concern regarding poor attendance of students in the online classes. Therefore, it was decided that students will be communicated and encouraged to take active part in the online teaching-learning process. At the same time, it was felt that some of the faculty members were not skilled enough in carrying out online classes. So, they will be provided special training for developing the necessary knowledge and skills in this regard. Smt. Barnana Bhattachajee, Assistant Professor of Political Science and Dr. Sujoy Paul, Assistant Professor of Education have been assigned the task of providing the training in online mode to those faculty members. They will also prepare a set of guidelines both for the faculty members as well as the students for conducting and engaging in online classes. The same should be submitted to the college authority by 10th of October 2020.

The Routine Committee will be asked to prepare and submit the Master Routine for the Odd Semester (1st Sem, 3rd Sem & 5th Sem) of the Academic Session 2020-2021. The task of preparing the Master Routine should be completed within two weeks from the date of notification regarding the same.

There being no other agendum for discussion, the meeting ended with the vote of thanks to the Chair and to all respected members of IQAC on behalf of the coordinator.


Dr. Mousumi De Sarker

Teacher-in-Charge

Mekliganj College

Teacher-in-Charge
Mekliganj College
Mekliganj, Coachbehar



Coordinator, IQAC

Mekliganj College

Coordinator
IQAC
Mekliganj College

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Ref: ISAC/MC/02/20-21

Date: 26/11/2020

NOTICE

(For IQAC Meeting)

It is hereby notified for the information of all concerned that an Online meeting of the IQAC will be held on 04/12/2020 from 2:30 pm onwards to discuss and resolve the agenda stated hereunder. All members are requested to attend the meeting via Google Meet. The meeting link will be provided half an hour before the scheduled time of the meeting.

Agenda:

1. To review and confirm the proceedings of the previous meeting
2. To discuss the plan for preparing online study materials for the students
3. To ratify the routine (Mater and Departmental) for Odd Semester classes
4. To discuss about the purchase of G-Suit for organizing online seminars and webinars.
5. Miscellaneous

Members

1. Smt. Sanchita Bhattacharyya (G.B. President)
2. Dr. Mousumi De Sarker (Teacher-in-Charge) 
3. Smt. Asudha Mangar (Coordinator)
4. Sri Prasenjit Saha (Member) 
5. Sri. Bhagirath Das (Member)
6. Dr. Sujoy Paul (Member) 
7. Smt. Dola Ghosh (Member) 
8. Sri Mrinmoy Roy (Stakcholder Nominee)
9. Tamalika Saha (Student Nominee)


Dr. Mousumi De Sarker

Teacher-in-Charge

Mekliganj College

Teacher-in-Charge
Mekliganj College
Mekliganj, Coochbehar



Coordinator, IQAC

Mekliganj College
Coordinator
IQAC

Mekliganj College

মিটিং-এর ক্রমিক সংখ্যা : IQAC/ML/02/20-21

মিটিং-এর তারিখ : 4.12.20

মিটিং-এর স্থান : Google meet

মিটিং-এর সময় : 2:30 P.M.

উপস্থিত সভ্যগণের নাম

১। Mousumi De Sarker	৮। Moinmay Roy
২।	৯।
৩। Srij Paul	১০।
৪। Pranjit Saha	১১।
৫। Dr. Gour	১২।
৬। Asudha Manna	১৩।
৭। Dola Ghosh	১৪।

সভাপতি

রেজল্যুশন

Minutes of the Meeting held on 04/12/2020

No- IQAC/MC/02/20-21

The meeting of IQAC, Mekliganj College was held on 04/12/2020 at 2:30 pm in online mode. The meeting was presided over by Dr. Mousumi De Sarker, Teacher-in-Charge of the college. In the meeting the following resolutions were taken:-

Agenda-1

The proceedings of the previous meeting held on 24/09/2020 have been read out and confirmed.

Agenda-2

Some of the faculty members including the Coordinator of the Academic Committee have reported that some students are not attending regular online classes mainly because of the remoteness of their locations, unavailability of smart-phones and lack of good quality internet connectivity. In view of this problem, it has been decided that all faculty members will be asked to prepare and upload study materials in the college website so that students can have the access to such materials according to their ease and convenience.

Agenda-3

The Master Routine and the Departmental Routines submitted by the Convenor of the Routine Committee have been ratified without any objection by the members present in the meeting.

Agenda-4

The Infrastructure Committee of the college has submitted a proposal for the purchase of G-suit with which teachers can set up a virtual-based environment to coordinate and engage with the students. Teachers can also assign homework in this type of environment, and after it's finished, students can discuss it in groups or individually. Webinars and online seminars can also be organized for a larger audience with the help of G-suit. However, after deliberation in this matter, it has been decided that the final decision to purchase G-suit will be taken only after the approval of the Governing Body in its next meeting.

Agenda-5

As the Government Restrictions (Lock Down) are still in force, in-campus offline classes cannot be taken. So, students cannot access the library. Therefore, it is recommended that all teachers should be sincere enough to provide sufficient academic support to the students. They may take extra classes beyond the scheduled time-table even during holidays at a convenient time. Teachers must ensure that students get sufficient scope for classroom (online) discussion along with sufficient amount of study materials.

The NSS Programmes Officers (Unit- I & Unit- II) of the college have reported that they would like to arrange awareness programmes to extend support for people suffering from health related problems due to the COVID-19 pandemic. The Teachers Council will also be requested to raise funds for helping the people in need.

As there is no other issue for discussion, the meeting ends with the vote of thanks to the chair and all other members present in the meeting by the IQAC Coordinator.

Countersigned by


Dr. Mousumi De Sarker

Teacher-in-Charge

Mekliganj College

*Teacher-in-Charge
Mekliganj College
Mekliganj, Coochbehar*



Coordinator, IQAC

Mekliganj College

**Coordinator
IQAC
Mekliganj College**

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Ref: IQAC/MC/03/20-21

Date: 02/02/2021

NOTICE

(For IQAC Meeting)

It is hereby notified for the information of all concerned that a meeting of the IQAC will be held on 08/02/2021 from 3:30 pm onwards to discuss and resolve the agenda stated hereunder. All members are requested to attend the meeting via Google Meet. The meeting link will be provided half an hour before the scheduled time of the meeting.

Agenda:

1. To review and confirm the proceedings of the previous meeting
2. To discuss about organizing online career guidance programme
3. To discuss about the preparation of Master Routine for Even Semester classes (online mode) for the Academic Session 2020-2021
3. To discuss about organizing International Mother Language Day in online mode
4. Miscellaneous

Members

1. Smt. Sanchita Bhattacharyya (G.B. President)
2. Dr. Mousumi De Sarker (Teacher-in-Charge) *MS*
3. Smt. Asudha Mangar (Coordinator)
4. Sri Prasenjit Saha (Member) *PS*
5. Sri. Bhagirath Das (Member)
6. Dr. Sujoy Paul (Member) *SP*
7. Smt. Dola Ghosh (Member) *DG*
8. Sri Mrinmoy Roy (Stakeholder Nominee)
9. Tamalika Saha (Student Nominee)

Mousumi De Sarker
Dr. Mousumi De Sarker

Teacher-in-Charge

Mekhliganj College
Cooch Behar
Teacher-in-Charge
Mekhliganj College
Cooch Behar
Teacher-in-Charge

Coordinator, IQAC

Mekhliganj College
Coordinator
IQAC
Mekhliganj College

মিটিং-এর ক্রমিক সংখ্যা : JGAC/MC/03/20-21

মিটিং-এর তারিখ : 08.02.21

মিটিং-এর স্থান : Google Meet

মিটিং-এর সময় : 3:30 P.M.

উপস্থিত সভাপণের নাম

ক্রমিক সংখ্যা	নাম	সংখ্যা
১।	Moumuni De Sarkar	৮।
২।		৯।
৩।	Agustha Marjari	১০।
৪।	Dr. Mousumi De Sarkar	১১।
৫।	Prasmit Saha	১২।
৬।	Sujit Paul	১৩।
৭।	Dola Ghosh	১৪।

হাসি হাঃ

রেজল্যুশন

Minutes of the Meeting held on 08/02/2021

No- IQAC/MC/03/20-21

The meeting of IQAC, Mekliganj College was held on 08/02/2020 at 3:30 pm in online mode. The meeting was presided over by Dr. Mousumi De Sarkar, Teacher-in-Charge of the college. In the meeting the following resolutions were taken:-

Agenda-1

The proceedings of the previous meeting held on 04/12/2020 have been read out and confirmed.

Agenda-2

It has been reported by some members that most of the students of the college are first generation learners who come from backward classes and poor socio-economic backgrounds. Therefore, the Cell decides that an online seminar (Webinar) will be organized to explore career opportunities keeping in mind the present scenario for the benefits of the students. The Seminar Sub-Committee/ Career Guidance Sub-Committee will be advised to make and execute a plan in this regard.

Agenda-3

The Routine Committee will be asked to prepare and submit the Master Routine for the Even Semesters (2nd Sem, 4th Sem & 6th Sem) of the Academic Session 2020-2021. The task of preparing the Master Routine should be completed within two weeks from the date of notification regarding the same.

Agenda-4

The members of the IQAC unanimously resolve that the Department of Bengali will be asked to observe the International Mother Language Day on 21st February in online mode. The Cultural Sub-Committee will be advised to provide necessary support and guidance in this regard.

There having been no other agenda for discussion, the meeting ends with the vote of thanks to the chair and all other members present in the meeting by the IQAC Coordinator.

Countersigned by

Mousumi De Sarker
(Dr. Mousumi De Sarker)

Teacher-in-Charge

Mekliganj College

*Teacher-in-Charge
Mekliganj College
Mekliganj, Coochbehar*



Coordinator, IQAC

Mekliganj College

Coordinator
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Ref: IBAC/MC/04/20-21

Date: 28/04/2021

NOTICE

(For IQAC Meeting)

It is hereby notified for the information of all concerned that a meeting of the IQAC will be held on 05/05/2021 from 7:30 pm onwards to discuss and resolve the agenda stated hereunder. All members are requested to attend the meeting via Google Meet. The meeting link will be provided half an hour before the scheduled time of the meeting.

Agenda:

1. To review and confirm the proceedings of the previous meeting.
2. To ratify the Routine (Mater and Departmental) for Even Semester classes
3. To review the progress of online classes and internal assessment.
4. Miscellaneous

Members

1. Smt. Sanchita Bhattacharyya (G.B. President)
2. Dr. Chittaranjan Barman (Teacher-in-Charge) 
3. Smt. Asudha Mangar (Coordinator)
4. Sri Prasenjit Saha (Member) 
5. Sri Bhagirath Das (Member)
6. Dr. Sujoy Paul (Member) 
7. Smt. Dola Ghosh (Member) 
8. Sri Mrinmoy Roy (Stakeholder Nominee) 
9. Tamalika Saha (Student Nominee)


Dr. Chittaranjan Barman

Teacher-in-Charge

Mekliganj College

Teacher-in-Charge
Mekliganj College
Mekliganj, Coochbehar



Coordinator, IQAC

Mekliganj College

Coordinator
IQAC
Mekliganj College

মিটিং-এর ক্রমিক সংখ্যা : IQAC/ML/04/20-21
মিটিং-এর তারিখ : 05.05.2021
মিটিং-এর স্থান : Google Meet
মিটিং-এর সময় : 7:30 P.M.

উপস্থিত সভ্যগণের নাম

১।	Chittaranjan Barman	৮।	
২।	Srij Paul	৯।	
৩।	Pranujit Saha	১০।	
৪।	Pranujit Saha	১১।	
৫।	Asuthe Majumdar	১২।	
৬।	Dola Guosh	১৩।	
৭।	Mrinmay Roy	১৪।	

সভার রেজল্যুশন

The meeting of IQAC, Mekliganj College was held on 05/05/2020 from 7:30 pm onwards in online mode. The meeting was presided over by Dr. Chittaranjan Barman, Teacher-in-Charge of the college. In the meeting the following resolutions were taken:-

Agenda-

The proceedings of the previous meeting held on 08/02/2021 have been read out and confirmed.

Agenda-2

The Master Routine and the Departmental Routines (for Even Semester Classes) submitted by the Convenor of the Routine Committee have been ratified unanimously without any modification by all the members present in the meeting.

Agenda-3

The Teacher-in-Charge reported that as the Govt. notifications regarding restricted activities due to COVID-19 protocol still persist, online teaching-learning activities will be carried out as usual. Teachers will be asked to sincerely follow the Routine for the same. At the same time, heads of the respective departments will be asked to prepare and submit Weekly Class Reports on regular basis.

Agenda-4

Teachers will be notified to carry out Internal Assessment for the Even Semester students in online mode by giving the students home assignments to be subsequently submitted online.

There having been no other agenda for discussion, the meeting ends with the vote of thanks to the chair and all other members present in the meeting by the IQAC Coordinator.

Countersigned by

Chittaranjan Barman
(Dr. Chittaranjan Barman)

Teacher-in-Charge

Mekliganj College

Teacher-in-Charge
Mekliganj College
Mekliganj, Coochbehar



Coordinator, IQAC

Mekliganj College

Coordinator
IQAC
Mekliganj College