

Minutes of the Meeting of IQAC

Uttar Barpeta College

Date:- 22/03/2023

Place:- IQAC Room

Agenda:-

- 1) Discussion about the NAAC preparation purpose,
- 2) Discussion on the activities of different cells,
- 3) Discussion on the Mentor-Mentee records,
- 4) Discussion about the payment of SSR 2nd installment fee and logistic fee to be paid on or before 20/05/2023.

Names of the attendees:-

- (1) Mazeda Ahmed, i/c Principal , (2) Dr. Abdul Kaddus Khan, Member
- (3) Dr. Sikder Babul Hussain, Member, (4) Shahadat Hussain, Asstt. Coordinator
- (5) Jahidul Islam Khan, Coordinator, (6) Abdul Khaleque, Asstt. Coordinator
- (7) Dr. Tapan Ch. Nath, Member, (8) Others....(Total- 26 attendees).

Today on 22/03/2023 a meeting of IQAC of Uttar Barpeta College is held in the Staff Room and the members along with the convenors of different cells and other teachers are present in the meeting. The i/c Principal Mazeda Ahmed presided over the meeting. After brief discussion, all are agreed and encouraged to be prepared for NAAC inspection and to keep the records of different cells and mentoring system of the college.

The following resolutions are taken in the meeting held today on 22/03/2023:-

- 1) It is unanimously resolved to complete all the departmental records soon.
- 2) It is unanimously resolved to complete the works of different cells and Mentor-Mentee system.
- 3) It is also resolved to publish the college magazine.
- 4) It is also resolved to arrange a next meeting with all IQAC members only.

Finally, the meeting is concluded with vote of thanks.

Mazeda Ahmed, i/c Principal

Jahidul Islam Khan, Coordinator