



I.Q.A.C

KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD. - 1988

INTERNAL QUALITY ASSURANCE CELLE

Ref. No..IQAC.-1./2018



Date 26.06.2018.....

NOTICE : IQAC Meeting

A meeting of the IQAC will be held on 03.07.2018 in Room No. - 5 at 3.00 PM.

All the members of the IQAC are requested to make convenient to attend the meeting.

Agenda:

1. To read and confirm the minutes of the last meeting.
2. Approval of Academic Calendar for the Session 2018-19
3. To consider planning of Departmental academic programmes
4. Orientation Programmes for the 1st Semester newly admitted students.
5. To recommend pending CAS of faculty members.
6. To consider Plan of Action for the academic session 2018-19
7. Misc. with the permission of the chairman

John B Turbey
26/6/2018
Coordinator

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Coordinator
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling

[Signature]
26/06/2018

Teacher-in-charge & Chairman
Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Teacher-in-charge
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra



KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD. - 1988

INTERNAL QUALITY ASSURANCE CELL

I.Q.A.C

Ref. No.....

Date. 03/07/2018

MINUTES OF IQAC MEETING



Meeting No : IQAC – 1 / 2018

Venue: Room No - 5 Date of meeting: 03/07/2018 Time: 3.00 PM

Proceedings of the meeting of the Internal Quality Assurance Cell (IQAC) held on 03/07/2018 at the IQAC Room at 3.00 PM.

Member Present:

Names of IQAC Members	Designations
Dr. Subhasis Mitra	Teacher in- Charge & Chairman, IQAC
Dr. John Breakmas Tirkey	Coordinator, IQAC
Prof Dyutish Chakraborty	Management Representative
Shri Sushil Kumar Mishra	Teacher Member, Internal
Dr. Abir Baran Majumdar	Teacher Member, Internal
Dr. Koyel Bhattacharya	Teacher Member, Internal
Dr. Parimal Chandra Das	Teacher Member, Internal
Dr. Shyam Charan Barma	Teacher Member, Internal
Dr. Subhendu Roy	Teacher Member, Internal
Shri Pintu Prasad Jaiswal	Teacher Member, Internal
Shri Kanti Paul	Teacher Member, Internal(Technical)
Sri Biplab Kumar Ghosh	Administrative officer, Internal
Sri Sandipan Das	Administrative Member(Technical)
Sri Tarun Sen	Member, Student Representatives
Fr. (Dr.) Donatus Kujur S.J.	Member, External Expert & Principal, St Joseph's College Darjeeling
Dr. Dilip Kumar Das	Member, External Expert & Principal, Munshi Premchand Mahavidyalaya, Siliguri

Dr. Subhasis Mitra, Teacher in-charge & The Chairman, IQAC, presided over the meeting. The Chair welcomed all the members of the IQAC specially the external members for being present in the meeting. He also introduced the external members. The chair highlighted the need for systematic delivery of classes. Then after, he requested to the coordinator to proceed with the agenda.



KALIPADA GHOSH TARAI MAHAVIDYALAYA

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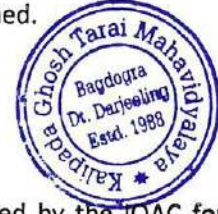
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Ref. No... Agenda-1: To read and confirm the minutes of the last meeting.

Date. 07/07/2018

The minutes of the previous meeting held on 25/05/2018 were read and confirmed.



Agenda-2: Approval of academic calendar for the session 2018-19

The coordinator placed before the house the draft academic calendar prepared by the IQAC for the academic session 2018-19. The house approved the academic calendar unanimously.

Agenda-3: To consider planning of Departmental academic programmes.

The Departmental Academic Schedule and programmers submitted by departments was approved. It was decided that each Department would display the distribution of syllabus for all courses. Advanced lesson schedule be given to students. All the departments would adhere to the methodology developed by the IQAC for continuing assessment for students under CBCS and monitor progression of students under 1+1+1 system. The Departments of science and commerce would conduct OP separately for programme courses.

Agenda-4: Orientation Programmes for the 1st Semester newly admitted students.

All the departments stressed the need for conducting Orientation Programme(OP) for newly admitted 1st Semester students to acquaint and motivate them about the college rules, regulation, environment and Choice Based Credit System(CBCS) including internal and external examination system. It was decided that each department would conduct OP department wise for Honours Courses within the first week of August, 2018.

Agenda-5: To recommend pending CAS of faculty members.

After scrutiny of the CAS related documents of the five incumbents 1. Sri Sarat Chandra Ray, 2. Smt. Poonam Singh, 3. Smt. Ranjita Roy Sarkar, 3. Sri Basudeb Thapa and 4. Sri Rakesh Kumar Singh, the IQAC approved for recommending to the screening committee for necessary action.

Agenda-6: To consider Plan of Action for the academic session 2018-19

The Coordinator placed before the house suggestion of students, teaching and non-teaching staff for improving overall management of the college and maintaining a good academic environment of the college for enhancement of quality education.



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Ref. No. The Plan of Action chalked out as follows:



Date. 03/07/2018

- i) To maintain Green campus
- ii) Providing learning environment
- iii) Holding periodical class tests
- iv) Identification of poor students
- v) Providing financial support to poor and meritorious and BPL students
- vi) Continuing evaluation of students
- vii) Motivate faculty members to participate in seminars/ workshops and conferences.
- viii) Enhancement of ICT teaching learning facilities.
- ix) Conducting institutional and departmental feedback from students.

Agenda-7: Misc. with the permission of the chairman.

Having no other matter to discuss the meeting ended with a vote of thanks by the chairman to all the members.

John B Turbey
3/7/2018

Coordinator

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

John B Turbey
3/7/2018
Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling

[Signature]
3/07/2018

Teacher-in-charge & Chairman
Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling
Teacher-in-charge
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra



KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD. - 1988

I.Q.A.C

INTERNAL QUALITY ASSURANCE CELL

Ref. No. IQAC-2./2018

Date 05.07.2018



NOTICE : IQAC Meeting

An extended meeting of the IQAC will be held on 11.07.2018 in Room No- 5 at 2.00 PM. All the members of the IQAC and the Heads of Departments are requested to make convenient to be in the meeting.

Agenda:

1. To read and confirm the minutes of the last meeting.
2. Implementation of CBCS syllabus from 2018-19 session
3. To discuss Class Time under CBCS
4. To discuss mode of internal evaluation
5. Student mentoring
6. Misc. with the permission of the chairman

John B Tirkey
05/07/2018

Coordinator

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

[Signature]
05/07/2018

Teacher-in-charge & Chairman
Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Teacher-in-charge
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra



KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD. - 1988

I.Q.A.C

INTERNAL QUALITY ASSURANCE CELL

Ref. No.....

Date. 11/07/2018

Minutes of IQAC Meeting



Meeting No : IQAC – 2 / 2018

Venue: Room No - 5

Date of meeting: 11/07/2018

Time: 2.00 PM

Proceedings of the meeting of the Internal Quality Assurance Cell (IQAC) held on 11/07/2018 in Room No - 05 at 2.00 PM.

Member Present:

Names of IQAC Members & HODs	Status of Members
Dr. Subhasis Mitra	Teacher in- Charge & Chairman, IQAC
Dr. John Breakmas Tirkey	Coordinator, IQAC
Prof Dyutish Chakraborty	Management Representative
Shri Sushil Kumar Mishra	Teacher Member, Internal
Dr. Abir Baran Majumdar	Teacher Member, Internal
Dr. Koyel Bhattacharya	Teacher Member, Internal
Dr. Parimal Chandra Das	Teacher Member, Internal
Dr. Shyam Charan Barma	Teacher Member, Internal
Dr. Subhendu Roy	Teacher Member, Internal
Shri Pintu Prasad Jaiswal	Teacher Member, Internal
Shri Kanti Paul	Teacher Member, Internal(Technical)
Sri Biplab Kumar Ghosh	Administrative officer, Internal
Sri Sandipan Das	Administrative Member(Technical)
Sri Tarun Sen	Member, Student Representatives
Fr. (Dr.) Donatus Kujur S.J.	Member, External Expert & Principal, St Joseph's College Darjeeling
Dr. Dilip Kumar Das	Member, External Expert & Principal, Munshi Premchand Mahavidyalaya, Siliguri
Dr. Srinanda Das Gupta	Head, Department of Political science
Dr. Sangaydoma Dukpa	Head, Department of Nepali
Dr. Ratri Nandi	Head, Department of Bengali
Sri Asish Kumar Karan	Librarian
Sri Rakesh Kumar Singh	Head, Department of History
Smt. Ranjita Roy Sarkar	Head Department of Geography
Smt. Jaya Roy	Head, Department of Sanskrit



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Ref. No.....	Names of IQAC Members & HODs	Status of Members	Date. 11/07/2018
	Smt. Poonam Singh	Head, Department of Hindi	
	Sri Vivekananda Hore	Head, Department of Philosophy	
	Smt. Meeta Bala	Head, Department of Environmental Science	
	Dr. Molla Basir Ahmad	Head, Department of Mathematics	

Dr. Subhasis Mitra, Teacher-in-Charge and The Chairman, IQAC welcomed the members present and presided over the meeting. The Chair requested Dr. John Breakmas Tirkey, the Coordinator, IQAC to proceed with the agenda for discussion.

Agenda 1: To read and confirm the minutes of the last meeting.

The minutes of the previous IQAC meeting held on 3rd July 2018 were discussed and confirmed.

Agenda 2: Implementation of CBCS syllabus from academic session 2018-19.

The Teacher- in Charge & The Chairman, IQAC, informed the members that the college would implement the new CBCS syllabus of the affiliating University and requested all the teachers and Heads of the Departments to take necessary steps.

The Coordinator, IQAC briefed the house about system and structure of the new courses. The IQAC member Dr. Abir Baran Majumder highlighted the major points of the new system of teaching and learning.



Agenda 3: To discuss Class Time under CBCS.

The class time-table for the session 2018 -19 under CBCS and revised syllabus (1+1+1) was approved. It was decided that the lecture schedule would of one hour duration for all courses including the old revised syllabus under 1+1+1 system also for Honours and General courses.

Agenda 4: To discuss mode of internal evaluation.

The modes of continuing assessment devised. by the IQAC to monitor the progression of students was approved.



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INTERNAL QUALITY ASSURANCE CELL

Ref. No.. Agenda 5: Student mentoring

Date. 11/07/2018

The Teacher-in-Charge requested all the Heads of the Departments to appraise the students about the new system of syllabus, teaching - learning methods, and continuing assessment. He also appealed to all Heads of departments to closely monitor the academic progression of each student and maintain the records of students' attendance. He further emphasized that each teacher will be available for mentoring and guiding each student.

Agenda 6: Misc. with the permission of the chairman.

The Coordinator, Dr. John B Tirkey, concluded the meeting by thanking all the members present and their active participation.

The meeting ended with a vote of thanks all members by the Chairman, Dr. Subhasis Mitra.



John B Tirkey
Coordinator 11/07/2018

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Coordinator
I.Q.A.C.
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling

[Signature]
11/07/2018

Teacher-in-charge & Chairman
Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Teacher-in-charge
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra



KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD. - 1988

I.Q.A.C

INTERNAL QUALITY ASSURANCE CELLE

Ref. No. IQAC. 3/2018



Date: 05/09/2018.....

NOTICE : IQAC Meeting

A meeting of the IQAC will be held on 18/09/2018 in the IQAC Room at 3.00 PM.

All the members of the IQAC are requested to make convenient to attend the meeting.

Agenda:

1. To read and confirm the minutes of previous meeting.
2. To discuss students' enrichment Programme.
3. To discuss the performance of students after 1st unit test.
4. Misc. with the permission of the Chair.

John B. Turbey
Coordinator 5/9/2018

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Coordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling

[Signature]
5/9/2018

Teacher-in-charge & Chairman
Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling
Teacher-in-charge
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra



KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD. - 1988

I.Q.A.C

INTERNAL QUALITY ASSURANCE CELL

Ref. No.....

Date. 18/09/2018



MINUTES OF IQAC MEETING

Meeting No. : IQAC – 3 / 2018

Venue: IQAC Room	Date of meeting: 18/09/2018	Time: 3.00 PM
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Proceedings of the meeting of the Internal Quality Assurance Cell (IQAC) held on 18.09.2018 at the IQAC Room at 2.0 PM.

Member Present:

Names of IQAC Members	Status of Members
Dr. Subhasis Mitra	Teacher in- Charge & Chairman, IQAC
Dr. John Breakmas Tirkey	Coordinator, IQAC
Shri Sushil Kumar Mishra	Teacher Member, Internal
Dr. Abir Baran Majumdar	Teacher Member, Internal
Dr. Koyel Bhattacharya	Teacher Member, Internal
Dr. Parimal Chandra Das	Teacher Member, Internal
Dr. Shyam Charan Barma	Teacher Member, Internal
Dr. Subhendu Roy	Teacher Member, Internal
Shri Pintu Prasad Jaiswal	Teacher Member, Internal
Shri Kanti Paul	Teacher Member, Internal(Technical)
Sri Biplab Kumar Ghosh	Administrative officer, Internal
Sri Sandipan Das	Administrative Member(Technical)
Sri Tarun Sen	Member, Student Representatives

Resolutions:

The meeting was presided over by the Teacher-in-charge and the Chairman Dr. Subhasis Mitra.

Agenda: 1. To read and confirm the minutes of previous meeting.

The minutes of the previous meeting held on 11.07.2018 were read and confirmed.



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Ref. No. Agenda: 2. To discuss students' enrichment Programme

Date. 18/09/2018

The Teacher-in-Charge highlighted the need of all round development of students and requested the Heads of the Departments to organize various academic enrichment programmes - class seminar, invited lectures, paper presentation in the department, writing skills and assignments. The Schedule of this enrichment programme is incorporated in the departmental activities.

Agenda: 3. To discuss the performance of students after 1st unit test.

It was decided that progression of each student be evaluated and list of poor students be prepared and discussed in the Departmental meeting for providing necessary support and guidance.

Agenda: 4. Misc. with the permission of the Chair.

Having no other matter to discuss the meeting ended with a vote of thanks by the Chairman.



John B Tibbey
Coordinator 18/9/2018

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Coordinator
I.Q.A.C
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling

[Signature] 18/09/2018
Teacher-in-charge & Chairman
Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Teacher-in-charge
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra



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ESTD. - 1988

I.Q.A.C

INTERNAL QUALITY ASSURANCE CELL

Ref. No. IQAC. - 4. / 2018



Date: 11/2018.....

NOTICE : IQAC Meeting

A meeting of the IQAC will be held on 19.11.2018 in IQAC Room at 1.30 PM. All the members of the IQAC are requested to make convenient to attend the meeting.

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss the students' progress
3. Submission Internal Marks
4. To discuss 1st Semester University Examination 2018
5. Misc. with the permission of the Chair

John B Tibbey
Coordinator 12/11/2018

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Coordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling

John B Tibbey
12/11/2018

Teacher-in-charge & Chairman
Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling
Teacher-in-charge
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra



I.Q.A.C

KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD. - 1988

INTERNAL QUALITY ASSURANCE CELL

Ref. No.....

Date. 19/11/2018



MINUTES OF IQAC MEETING

Meeting No. : IQAC – 4 / 2018

Venue: IQAC Room Date of meeting: 19/11/2018 Time: 1.30 PM

Proceedings of the meeting of the Internal Quality Assurance Cell (IAQC) held on 19/11/2018 at the IQAC Room at 1.30 PM.

Member Present:

Names of IQAC Members	Status of Members
Dr. Subhasis Mitra	Teacher in- Charge & Chairman, IQAC
Dr. John Breakmas Tirkey	Coordinator, IQAC
Shri Sushil Kumar Mishra	Teacher Member, Internal
Dr. Abir Baran Majumdar	Teacher Member, Internal
Dr. Koyel Bhattacharya	Teacher Member, Internal
Dr. Parimal Chandra Das	Teacher Member, Internal
Dr. Shyam Charan Barma	Teacher Member, Internal
Dr. Subhendu Roy	Teacher Member, Internal
Shri Pintu Prasad Jaiswal	Teacher Member, Internal
Shri Kanti Paul	Teacher Member, Internal(Technical)
Sri Biplab Kumar Ghosh	Administrative officer, Internal
Sri Sandipan Das	Administrative Member(Technical)

Resolutions:

The meeting was presided over by the Teacher-in-charge and the Chairman Dr. Subhasis Mitra.

Agenda: 1. To read and confirm the minutes of previous meeting.

The minutes of the previous meeting held on 18.09.2018 were read and confirmed.



KALIPADA GHOSH TARAI MAHAVIDYALAYA

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INTERNAL QUALITY ASSURANCE CELL

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Ref. No.. Agenda: 2. To discuss the students' progress

Date. 19/11/2018

The IQAC received the report from various Departments that the poor students were given guidance on individual basis and informed them that improvements were made by such students. The HOD's were also requested to take feedback from faculty members about their coverage of syllabus.



Agenda: 3. Submission Internal Marks

It was resolved that the consolidated internal marks of continuing evaluation be submitted to the IQAC in format developed by the IQAC.

Agenda: 4. To discuss 1st Semester University Examination 2018

The Teacher in-charge requested the faculty members not to take station leave during the 1st Semester UG University examination commencing from 1st week of December 2018 and perform invigilation duties. The examination would conduct in a absolute fair manner.

Agenda: 5. Misc. with the permission of the Chair.

Having no other matter to discuss the meeting ended with a vote of thanks by the Chairman to all the members present

John B Tibbey
Coordinator 19/11/2018

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Coordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling

[Signature] 19/11/2018
Teacher-in-charge & Chairman
Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling
Teacher-in-charge
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra



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ESTD. - 1988

I.Q.A.C

INTERNAL QUALITY ASSURANCE CELL

Ref. No. IQAC.: 05./2018



Date: 11/2018.....

NOTICE : IQAC Meeting

A meeting of the IQAC will be held on 19.11.2018 in Room No. 5 at 3.00 PM. All the members of the IQAC and the Non - Teaching Staff are requested to make convenient to be in the meeting.

Agenda:

1. Conducting 1st Semester Examination, 2018
2. Misc. with the permission of the Chair.

John B Turbey
Coordinator 12/11/2018

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling

[Signature] 12/11/2018
Teacher-in-charge & Chairman
Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling
Teacher-in-charge
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra



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I.Q.A.C

INTERNAL QUALITY ASSURANCE CELL

Ref. No.....

Date. 19/11/2018



MINUTES OF IQAC MEETING

Meeting No. : IQAC – 05 / 2018

Venue: Room No. 5

Date of meeting: 19/11/2018

Time: 3.00 PM

Proceedings of the meeting of the Internal Quality Assurance Cell (IQAC) held on 19/11/2018 at the Room No. 5 at 3.00 PM.

Member Present:

Names of IQAC Members & NTSs	Status of Members
Dr. Subhasis Mitra	Teacher in- Charge & Chairman, IQAC
Dr. John Breakmas Tirkey	Coordinator, IQAC
Shri Sushil Kumar Mishra	Teacher Member, Internal
Dr. Abir Baran Majumdar	Teacher Member, Internal
Dr. Koyel Bhattacharya	Teacher Member, Internal
Dr. Parimal Chandra Das	Teacher Member, Internal
Dr. Shyam Charan Barma	Teacher Member, Internal
Dr. Subhendu Roy	Teacher Member, Internal
Shri Pintu Prasad Jaiswal	Teacher Member, Internal
Shri Kanti Paul	Teacher Member, Internal(Technical)
Sri Biplab Kumar Ghosh	Administrative officer, Internal
Sri Sandipan Das	Administrative Member(Technical)
Sri Pradip Roy	Accountant
Smt. Tapashi Roy	Typist
Sri Sanjib Ghosh	Clerk
Sri Soumen Chandra Das	Library Clerk
Sri Amalendu Ghosh	Geography Lab Attendant
Sri Tanay Talukder	Temp. NTS
Sri Tamal Dutta	Temp. NTS



KALIPADA GHOSH TARAI MAHAVIDYALAYA

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INTERNAL QUALITY ASSURANCE CELL

Ref. No. Resolutions:..

Date. 19/11/2018

The Teacher-in-charge welcomed all the support staff in the meeting.

The meeting was presided over by the Teacher-in-charge and the Chairman Dr. Subhasis Mitra.

Agenda: 1. Conducting 1st Semester Examination, 2018



The Teacher-in-Charge requested all the support staff in conducting UG 1st Semester University as per the guidelines stipulated by the University of North Bengal. All support staff must follow the instructions of the university in uploading online the absentee examinees and utmost care be taken for making packets of answer scripts as per university instruction.

Agenda: 2. Misc. with the permission of the Chair.

Having no other matter to discuss the meeting ended with a vote of thanks by the Chairman to all the members present

John B. Tishay
Coordinator 19/11/2018

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Coordinator
I.Q.A.C.
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling

Dr. Subhasis Mitra
19/11/2018

Teacher-in-charge & Chairman
Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Teacher-in-charge
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra



KALIPADA GHOSH TARAI MAHAVIDYALAYA

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I.Q.A.C

INTERNAL QUALITY ASSURANCE CELL

Ref. No. IQAC.-06/2018

Date 21/12/2018



NOTICE : IQAC Meeting

A meeting of the IQAC will be held on 07/01/2019 in the chamber of the Principal at 2.30 PM. All the members of the IQAC are requested to make convenient to be in the meeting.

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To reconstitute the composition of the members of IQAC
3. Feedback from students.
4. To discuss annual college sports.
5. Misc. with the permission of the chair.

John B Turkey
Coordinator 21.12.2018

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Coordinator
I.Q.A.C
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling

[Signature] 21/12/2018
Teacher-in-Charge & Chairman
Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling



KALIPADA GHOSH TARAI MAHAVIDYALAYA

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I.Q.A.C

INTERNAL QUALITY ASSURANCE CELL

Ref. No.....

Date. 07/01/2019



MINUTES OF IQAC MEETING

Meeting No. : IQAC – 06 / 2018

Venue: Principal's Chamber

Date of meeting: 07/01/2019

Time: 2.30 PM

Proceedings of the meeting of the Internal Quality Assurance Cell (IQAC) held on 07/01/2019 at the Chamber of Principal at 2.30 PM.

Member Present:

Names of IQAC Members & NTs	Status of Members
Dr. Minakshi Chakraborty	Principal & Chairperson, IQAC
Dr. John Breakmas Tirkey	Coordinator, IQAC
Prof. Dyutish Chakraborty	Management Representative
Dr. Subhasis Mitra	Teacher Member, Internal
Shri Sushil Kumar Mishra	Teacher Member, Internal
Dr. Abir Baran Majumdar	Teacher Member, Internal
Dr. Koyel Bhattacharya	Teacher Member, Internal
Dr. Parimal Chandra Das	Teacher Member, Internal
Dr. Shyam Charan Barma	Teacher Member, Internal
Dr. Subhendu Roy	Teacher Member, Internal
Shri Pintu Prasad Jaiswal	Teacher Member, Internal
Shri Kanti Paul	Teacher Member, Internal(Technical)
Sri Biplab Kumar Ghosh	Administrative officer, Internal
Sri Sandipan Das	Administrative Member(Technical)
Sri Arun Kumar Ghosh	Member from Local Society
Sri Tarun Sen	Student Member

Resolutions:

Dr. Subhasis Mitra, the outgoing Teacher-in-Charge welcomed all the members in the meeting. The meeting was presided over by the Teacher-in-charge Dr. Subhasis Mitra.

Agenda-1. To read and confirm the minutes of the last meeting.

The minutes of the IQAC meeting held on 19.11.2018 were read and confirmed.



I.Q.A.C

KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD. - 1988

INTERNAL QUALITY ASSURANCE CELL

Ref. No.....

Date. 07/01/2019

Agenda-2. To reconstitute the composition of the members of IQAC.

The Teacher in-charge and the Chairman, IQAC, introduced and welcomed the new Principal of the college, Dr Minakshi Chakraborty. The entire house welcomed the New Principal. The Outgoing Teacher in charge was released from the responsibility of the Chairman IQAC and the New Principal Dr Minakshi Chakraborty occupied the responsibility as Chairperson of the IQAC. The IQAC, however, it was decided that Dr. Subhasis Mitra, will remain as a member. The existing members will continue to function as members, IQAC (Members List is given in Annexure -A). The Coordinator, on behalf of the IQAC thanked the outgoing Chairman. The new members of the IQAC included are:

1. Dr. Minakshi Chakraborty, Principal and Chairperson, IQAC
2. Dr. Subhasis Mitra, Member, IQAC



Agenda-2. Feedback from students

The committee resolved that student satisfaction feedback would be taken through structured questionnaire approved by the IQAC following both offline and online mode of feedback collection. The feedback data will be analyzed by the IQAC and the problems will be identified and necessary follow up steps would take.

Agenda-3. To discuss annual college sports.

It is decided that the Annual College Sports and Games Meet will be held from tentatively second week of January 2018. The Sports' Committee is requested to make a detail Schedule and programmes. The convener is requested to take necessary step in this regard.

Agenda-5. Misc. with the permission of the chair

Having no other matter to discuss the meeting ended with the vote of thanks by the Chairman.

John B Turkey
Coordinator 7.1.2019
Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Chakraborty
Principal & Chairperson
Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

PRINCIPAL
Kalipada Ghosh Tarai
Mahavidya
Bagdogra



KALIPADA GHOSH TARAI MAHAVIDYALAYA

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I.Q.A.C

INTERNAL QUALITY ASSURANCE CELL

Ref. No.....



Date. 07/01/2019

Annexure-A

COMPOSITION OF INTERNAL QUALITY ASSURANCE CELL

Chairperson: Head of the institution	Dr. Minakshi chakrabarty, Principal and Chairperson
Teacher representatives	Dr. Subhasis Mitra, HoD, Dept of Commerce
	Shri Sushil Kumar Mishra, Department of Hindi
	Dr. Parimal Chandra Das, Department of Bengali
	Dr. Abir Baran Majumdar, HoD, Department of Chemistry
	Dr. Koyel Bhattacharya, HoD, Department of Physics
	Dr. Shyam Charan Barma, HoD, Department of Economics
	Dr. Subhendu Roy, Department of Geography
	Shri Pintu Prasad Jaiswal, Department of Commerce
	Shri Kanti Paul, Department of Commerce (Technical Member)
One Member from management	Prof. Dyutish Chakraborty, President Governing Body
Few Senior administrative officer	Sri Biplab Kumar Ghosh, Head Clerk, Office Staff
	Sri Sandipan Das, Office Staff (Technical)
One nominee from local society	Sri Arun Kumar Ghosh, Advocate, Bagdogra
One nominee from Student	Sri Tarun Sen, General Secretary
One nominee from Alumni	Sri Dhiraj Kumar Ghosh
External Members	Fr. (Dr.) Donatus Kujur S.J., Principal, St Joseph's College Darjeeling
	Dr. Dilip Kumar Das, Principal, Munshi Premchand Mahavidyalaya, Siliguri
One of the senior teachers as Coordinator/Director of the IQAC	Dr. John Breakmas Tirkey, Coordinator, IQAC & HoD, Department of Sociology

John B Tirkey
Coordinator 7.9.2019
 Internal Quality Assurance Cell
 Kalipada Ghosh Tarai Mahavidyalaya
 Bagdogra, Dist.-Darjeeling

Chakrabarty
Principal & Chairperson
 Internal Quality Assurance Cell
 Kalipada Ghosh Tarai Mahavidyalaya
 Bagdogra, Dist.-Darjeeling
 PRINCIPAL
 Kalipada Ghosh Tarai
 Mahavidyalaya
 Bagdogra



KALIPADA GHOSH TARAI MAHAVIDYALAYA

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INTERNAL QUALITY ASSURANCE CELL

Ref. No.....

Date.....

IQAC - 7 / 2019

Date: 24.06.2019

NOTICE : IQAC Meeting

A meeting of the IQAC will be held on **01.07.2019** in IQAC in room No -5 at 3.00 PM.

All the members of the IQAC are requested to make it convenient to attend the meeting.

- Agenda: 1. To read and confirm the previous meeting
2. Approval of the Academic Calendar for the session 2019-20
 3. Orientation Programmes for the 1st Sem admitted students.
 4. Action Plan for the academic session 2019-20.
 5. Miscellaneous

Coordinator

Internal Quality Assurance Cell

Mahavidyalaya

Bagdogra, Dist. Darjeeling

Co-ordinator

IQAC

Kalipada Ghosh Tarai Mahavidyalaya

Bagdogra, Dist. Darjeeling

West Bengal - 734014

Principal & Chairperson

Kalipada Ghosh Tarai

Bagdogra, Dist. Darjeeling

PRINCIPAL

Kalipada Ghosh Tarai

Mahavidyalaya

Bagdogra





KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD. - 1988

INTERNAL QUALITY ASSURANCE CELL

Ref. No.....

Date.....

MINUTES OF IQAC MEETING

Meeting No : IQAC – 7 / 2019

Venue ROOM No - 5

Date of meeting: 01.07.2019

Time: 3.00 PM

Proceedings of the meeting of the Internal Quality Assurance Cell (IQAC) held on 01/07/2019 at the Room No. 5 at 3.00 PM.

Member Present:

Names of IQAC Members	Designations
Dr. Minakshi Chakraborty	Principal & Chairperson, IQAC
Dr. John BreakmasTurkey	Coordinator, IQAC
Dr. Subhasis Mitra	Teacher Member, Internal
Shri Sushil Kumar Mishra	Teacher Member, Internal
Dr. Abir Baran Majumdar	Teacher Member, Internal
Dr. Koyel Bhattacharya	Teacher Member, Internal
Dr. Parimal Chandra Das	Teacher Member, Internal
Dr. Shyam Charan Barma	Teacher Member, Internal
Dr. Subhendu Roy	Teacher Member, Internal
Shri Pintu Prasad Jaiswal	Teacher Member, Internal
Shri Kanti Paul	Teacher Member, Internal(Technical)
Sri Sandipan Das	Administrative Member, (Technical)
Sri Biplab Kumar Ghosh	Administrative Officer, Internal
Sri Tarun Sen	Member, Student Representatives

- Agenda: 1. **To read and confirm the previous meeting**
The minutes of the previous meeting held on 07/01/2019 were read and confirmed.
- Agenda- 2. **Approval of the Academic Calendar for the session 2019-20**
The coordinator placed before the house the draft of the academic calendar prepared by the IQAC for the academic session 2019-20. The house approved the academic calendar unanimously.
- Agenda-3. **Orientation Programmes for the 1st Sem admitted students.**
All the departments stressed the need for conducting Orientation Programme (OP) for newly admitted 1st Semester to acquaint and motivate them about the college rules, regulation, environment and Choice Based Credit System (CBCS) including



KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD. - 1988

INTERNAL QUALITY ASSURANCE CELL

Ref. No.....

Date.....

internal and external examination systems. It was decided that each department would conduct OP department-wise for Honours Courses.

Agenda- 4. **Action Plan for the academic session 2019-20**

The Coordinator placed before the house suggestions of students, teaching and non-teaching staff for improving the overall management of the college and maintaining a good academic environment for the college for enhancement of quality education.

Agenda - 4. **Miscellaneous.**

Having no other matter to discuss the meeting ended with a vote of thanks to all the members present.

Coordinator

Internal Quality Assurance Cell

Mahavidyalaya

Bagdogra, Dist. Darjeeling

Co-ordinator

IQAC

Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014

Principal & Chairperson

Kalipada Ghosh Tarai

Bagdogra, Dist. Darjeeling

PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





I.Q.A.C

KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD. - 1988

INTERNAL QUALITY ASSURANCE CELL

Ref. No.
IQAC - 8 / 2019

Date.
Date: 11.09.2019

NOTICE : IQAC Meeting

A meeting of the IQAC will be held on 18.09.2019 in IQAC in room No -5 at 3.00 PM.

All the members of the IQAC are requested to make it convenient to attend the meeting.

Agenda:

1. To read and confirm the previous meeting.
2. To discuss mode of Internal Evaluation.
3. To discuss students' enrichment programmes.
4. Student Mentoring
5. Miscellaneous.

Coordinator

Internal Quality Assurance Cell
Mahavidyalaya
Bagdogra, Dist. Darjeeling
Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014

Principal & Chairperson
Kalipada Ghosh Tarai

Bagdogra, Dist. Darjeeling
PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD. - 1988

INTERNAL QUALITY ASSURANCE CELL

Ref. No.....

Date.....

MINUTES OF IQAC MEETING

Meeting No : IQAC – 8 / 2019

Venue ROOM No - 5

Date of meeting: 18.09.2019

Time: 3.00 PM

Proceedings of the meeting of the Internal Quality Assurance Cell (IQAC) held on 18/09/2019 at the IQAC Room at 3.00 PM.

Member Present:

Names of IQAC Members	Designations
Dr. Minakshi Chakraborty	Principal & Chairperson, IQAC
Dr. John Breakmas Tirkey	Coordinator, IQAC
Dr. Subhasis Mitra	Teacher Member, Internal
Shri Sushil Kumar Mishra	Teacher Member, Internal
Dr. Abir Baran Majumdar	Teacher Member, Internal
Dr. Koyel Bhattacharya	Teacher Member, Internal
Dr. Shyam Charan Barma	Teacher Member, Internal
Dr. Parimal Chandra Das	Teacher Member, Internal
Shri Pintu Prasad Jaiswal	Teacher Member, Internal
Shri Kanti Paul	Teacher Member, Internal(Technical)
Sri Sandipan Das	Administrative Member, (Technical)
Sri Biplab Kumar Ghosh	Administrative Officer, Internal
Sri Tarun Sen	Member, Student Representatives

Agenda:

1. To read and confirm the previous meeting.

The minutes of the previous meeting held on 01/07/2019 were read and confirmed.

2. To discuss mode of Internal Evaluation.

The modes of continuing assessment devised by the IQAC to monitor the performance and progression of students.



KALIPADA GHOSH TARAI MAHAVIDYALAYA

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INTERNAL QUALITY ASSURANCE CELL

Ref. No.....

Date.....

3. To discuss students' enrichment programmes.

The Principal highlighted the need for all-round development of students and requested the Heads of the Departments to organize various academic enrichment programmes – class seminars, invited lectures, paper presentations in the department, writing skills and assignments. The Schedule of this enrichment programme is incorporated into the departmental activities.

4. Student Mentoring.

The Principal requested all the Heads of the Departments to apprise the students about the new system of syllabus, teaching – learning methods, and continuing assessment. He also appealed to all Heads of departments to closely monitor the academic progression of each student and maintain the records of students' attendance. He further emphasized that each teacher will be available for mentoring and guiding each student.

5. Miscellaneous.

The Principal requested all the Heads of the Departments to appraise the students about the new system of syllabus, teaching – learning methods, and continuing assessment. He also appealed to all Heads of departments

Coordinator

Internal Quality Assurance Cell

Mahavidyalaya

Bagdogra, Dist. Darjeeling

Co-ordinator
IQAC

Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014

Principal & Chairperson

Kalipada Ghosh Tarai

Bagdogra, Dist. Darjeeling

PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





☎ : (0353) 2004707 (Principal)

KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

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Ref. No. : IQAC-11/2020

Date : 18/11/2020

NOTICE

A meeting of the IQAC will be held on 25.11.2020 in the IQAC Room at 2.30 PM.

All the members are requested to make it convenient for the meeting.

Agenda:

1. To read and confirm the previous meeting.
2. Approval of Academic Calendar for the session 2020-21.
3. To discuss online classes.
4. Misc.

Coordinator 18/11/2020

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya

Bagdogra

Co-ordinator
IQAC

Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014

Principal & Chairperson 18.11.2020

Internal Quality Assurance Cell

Kalipada Ghosh Tarai Mahavidyalaya

Bagdogra

PRINCIPAL

Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





☎ : (0353) 2004707 (Principal)

KALIPADA GHOSH TARAI MAHAVIDYALAYA

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Ref. No. :

Date :

Meeting No. : IQAC – 11/ 2020

Venue: IQAC Room Date of meeting: 25/11/2020 Time: 2.30 PM

Proceedings of the meeting of the Internal Quality Assurance Cell (IAQC) held on 25.11.2020 at the IQAC Room at 2.30 PM.

Member Present:

Names of IQAC Members	Status of Members	Signatures
Dr. Minakshi Chakraborty	Principal & Chairperson IQAC	Chakraborty 25.11.2020
Dr. John Breakmas Tirkey	Coordinator, IQAC	John B Tirkey 25/11/2020
Dr. Subhasis Mitra	Teacher Member, Internal	Mitra 25/11/20
Shri Sushil Kumar Mishra	Teacher Member, Internal	Sushil Kumar 25/11/20
Dr. Abir Baran Majumdar	Teacher Member, Internal	Abir Majumdar 25/11/20
Dr. Koyel Bhattacharya	Teacher Member, Internal	Koyel Bhattacharya 25/11/20
Dr. Parimal Chandra Das	Teacher Member, Internal	Parimal Chandra Das
Dr. Shyam Charan Barma	Teacher Member, Internal	Shyam Ch. Barma 25.11.20
Dr. Subhendu Roy	Teacher Member, Internal	Subhendu Roy
Shri Pintu Prasad Jaiswal	Teacher Member, Internal	Pintu Prasad 25/11/20
Shri Kanti Paul	Teacher Member, Internal	Kanti Paul 25-11-20
Sri Pradip Roy	Member, Administrative Officer	Pradip Roy
Sri Sandipan Das	Member, Administrative Officer	Sandipan Das
Sri Dhiraj Ghosh	Student Alumni	Dhiraj Ghosh 25.11.2020
Sri Tarun Sen	Member, Student Representatives	Tarun Sen

Resolutions:

Agenda: 1. To read and confirm the minutes of previous meeting.

The minutes of the previous meeting held on 05/11/2020 were read and confirmed.

Agenda-2: Approval of Academic Calendar for the session 2020-21

The draft of the Academic Calendar of the Session 2020-21 was placed before the house by the Co-Ordinator, IQAC. After a minor suggestion the calendar was approved and all the





☎ : (0353) 2004707 (Principal)

KALIPADA GHOSH TARAI MAHAVIDYALAYA

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Ref. No. :

Date :

departments are requested to prepare the Departmental Academic Activities.

Agenda 3: *To discuss online classes.*

Due to pandemic and restrictions imposed by the Government physical classes were not held. Due to this emergency situation online classes were arranged through various platforms.

Agenda 4: *Miscellaneous*

Having no other matter to discuss the meeting ended with a vote of thanks by the Chairperson, IQAC.

Coordinator 25.11.2020

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya

Bagdogra

Co-ordinator
IQAC

Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014

Principal & Chairperson 25.11.2020

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya

Bagdogra

PRINCIPAL

Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





☎ : (0353) 2004707 (Principal)

KALIPADA GHOSH TARAI MAHAVIDYALAYA

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Ref. No. : IQAC-12/2020

Date : 02/12/2020

NOTICE

A meeting of the IQAC will be held on 10.12.2020 in the IQAC Room at 01.30 PM.

All the members are requested to make it convenient for the meeting.

Agenda:

1. To read and confirm the last meeting.
2. CAS for Teachers.
3. Preparation of AQAR for the Session of 2018-19.
4. Misc.

Coordinator 2/12/2020

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra

Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014

Principal & Chairperson

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra

PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





☎ : (0353) 2004707 (Principal)

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ESTD: 1988

PO: BAGDOGRA, DIST: DARJEELING, PIN 734014

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Ref. No. :

Date :

Minutes of Meeting

Meeting No. : IQAC – 12/ 2020

Venue: IQAC Room

Date of meeting: 10/12/2020

Time: 01.30 PM

Proceeding of the meeting of the Internal Quality Assurance Cell (IQAC) held on 10.12.2020 at 01.30 PM in the IQAC Room.

Member Present:

Names of IQAC Members	Status of Members	Signatures
Dr. Minakshi Chakraborty	Principal & Chairperson IQAC	Chakraborty 10.12.2020
Dr. John Breakmas Tirkey	Coordinator, IQAC	John B Tirkey 10.12.2020
Dr. Subhasis Mitra	Teacher Member, Internal	SM 10/12/20
Shri Sushil Kumar Mishra	Teacher Member, Internal	Sushil 10/12/20
Dr. Abir Baran Majumdar	Teacher Member, Internal	Abir Majumdar 10/12/20
Dr. Subhendu Roy	Teacher Member, Internal	SR 10/12/20
Dr. Koyel Bhattacharya	Teacher Member, Internal	Koyel Bhattacharya 10/12/20
Dr. Parimal Chandra Das	Teacher Member, Internal	Parimal Chandra Das
Dr. Shyam Charan Barma	Teacher Member, Internal	Shyam Charan Barma 10/12/20
Shri Pintu Prasad Jaiswal	Teacher Member, Internal	Pintu Prasad Jaiswal 10/12/20
Shri Kanti Paul	Teacher Member, Internal	Kanti Paul 10-12-20
Sri Pradip Roy	Member, Administrative Officer	Pradip Roy
Sri Sandipan Das	Member, Administrative Officer	Sandipan Das.

Resolutions:

Agenda: 1. To read and confirm the last meeting.

The minutes of the Previous Meeting held on 25/11/2020 was read and confirmed.

Agenda-2: CAS for Teachers

The meeting discusses the CAS of the following teachers:

1. Dr. Poonam Singh,
2. Dr. Abir Baran Majumder,
3. Dr. Koyel Bhattacharya/
4. Dr. Parimal Chandra Das,
5. Sri Sarat Chandra Das,
6. Dr. Basudeo Thapa,
7. Dr. Shyam Charan Barma,
8. Smt. Himika Mukhopadhyay,
9. Dr. Suwendu Roy





☎ : (0353) 2004707 (Principal)

KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

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Ref. No. :

Date :

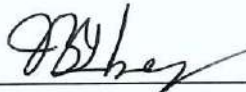
All the concerned teacher requested to prepare their documents early for further necessary action.

Agenda-2: Preparation of AQAR for the Session of 2018-19

The house discussed about the preparation of AQAR for the session 2018-19. All the teacher faculty and the concerned Non-Teaching Support Staff were requested to prepare the documents and the data.

Agenda 4: Miscellaneous

Having no other matter to discuss the meeting ended with a vote of thanks by the Chairperson, IQAC.


Coordinator 10.12.2020

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya

Bagdogra
Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014

 10.12.2020
Principal & Chairperson

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya

Bagdogra
PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





(0353) 2004707 (Principal)

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Ref. No. : IQAC-13/2021

Date : 04/01/2021

NOTICE

A meeting of IQAC will be held on 09.01.2021 in the IQAC room at 2.00 pm.

All the members are requested to make convenient for the meeting.

Agenda:

1. To read and confirm the last meeting
2. To discuss Internal Evaluation.
3. Training Program to the Teaching and Non-Teaching Staff on conducting Online Internal Examinations
4. To discuss forthcoming UG odd Semester End Examination
5. Discuss submission of AQAR 2018-19
6. Misc.


4.01.2021
Coordinator

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra


04.01.2021
Principal & Chairperson

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya

Bagdogra
PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





(0353) 2004707 (Principal)

KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

PO: BAGDOGRA, DIST: DARJEELING, PIN 734014

E-mail: prinkgtm@gmail.com

Ref. No. :

Date :

Minutes of Meeting

Meeting No. : IQAC – 13/ 2021

Venue: IQAC Room

Date of meeting: 09/01/2021

Time: 02.00 PM

Proceeding of the meeting of the Internal Quality Assurance Cell (IQAC) held on 09,01.2021 at 02.00 PM in the IQAC Room.

Member Present:

Names of IQAC Members	Status of Members	Signatures
Dr. Minakshi Chakraborty	Principal & Chairperson IQAC	Chakraborty 09.01.2021
Dr. John Breakmas Tirkey	Coordinator, IQAC	John B Tirkey 9.01.2021
Dr. Subhasis Mitra	Teacher Member, Internal	Subhasis 09/01/21
Shri Sushil Kumar Mishra	Teacher Member, Internal	Sushil 04/01/21
Dr. Koyel Bhattacharya	Teacher Member, Internal	Koyel Bhattacharya 9/01/21
Dr. Abir Baran Majumdar	Teacher Member, Internal	Abir Majumdar 09/01/21
Dr. Shyam Charan Barma	Teacher Member, Internal	Shyam Ch. Barma 9/01/21
Shri Pintu Prasad Jaiswal	Teacher Member, Internal	Pintu Prasad 9/1/21
Shri Kanti Paul	Teacher Member, Internal	Kanti Paul 09-01-21
Sri Pradip Roy	Member, Administrative Officer	Pradip Roy
Sri Sandipan Das	Member, Administrative Officer	Sandipan Das.

Resolutions:

Agenda: 1. To read and confirm the last meeting.

The minutes of the Previous Meeting held on 10/12/2020 was read and confirmed.

Agenda-2: To discuss Interrollai Evaluation.

It was decided that the continuous assessment of students will be based on online mode of submission of assignments and online viva-voce / presentation.





☎ : (0353) 2004707 (Principal)

KALIPADA GHOSH TARAI MAHAVIDYALAYA

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Ref. No. :

Date :

Agenda-3: Training Program to the Teaching and Non-Teaching Staff on Conducting Online Internal Examinations.

As per the notification of the Government of West Bengal and the University of North Bengal all academic activities including internal evaluation of students will be made through online. Therefore, Teaching and Non-Teaching Staff would take necessary step for submission of online assignments. In this regard a workshop will be organized for the staff for holding online internal examination.

Agenda-4: To discuss forthcoming UG odd Semester End Examination.

The committee discussed the forth coming UG examination with reference to the University notification for conducting Under Graduate examination in online mode. The committee decided that the UG Examination would be fully conducted in online mode.

Agenda-5: Discuss submission of AQAR 2018- 19

The house discussed the progress of the AQAR for the session 2018-2019 and decided that after some revision the AQAR for the said session would be uploaded.

Agenda-6: Miscellaneous

Having no other matter to discuss the meeting ended with a vote of thanks by the Chairperson, IQAC.


Coordinator 09.01.2021

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra
Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014


Principal & Chairperson 09.01.2021

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra
PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





(0353) 2004707 (Principal)

KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

PO: BAGDOGRA, DIST: DARJEELING, PIN 734014

E-mail: prinkgtm@gmail.com

Ref. No. : IQAC-14/2021

Date : 03/03/2021

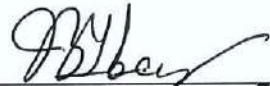
NOTICE

A meeting of IQAC will be held on 10.03.2021 in the IQAC room at 1.30 pm.

All the members are requested to make convenient for the meeting.

Agenda:

1. To read and confirm the last meeting
2. To Reconstitute composition of IQAC
3. Discussion to prepare AQAR for the session 2019-20
4. Misc.


Coordinator 03.03.2021

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya

Bagdogra
Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014


Principal & Chairperson 03.03.2021

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya

Bagdogra
PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





(0353) 2004707 (Principal)

KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

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Ref. No. :

Date :

Minutes of Meeting

Meeting No. : IQAC – 14/ 2021

Venue: IQAC Room

Date of meeting: 10/03/2021

Time: 01.30 PM

Proceeding of the meeting of the Internal Quality Assurance Cell (IQAC) held on 10.03.2021 at 01.30 PM in the IQAC Room.

Member Present:

Names of IQAC Members	Status of Members	Signatures
Dr. Minakshi Chakraborty	Principal & Chairperson IQAC	Chakraborty 10.03.2021
Dr. John Breakmas Turkey	Coordinator, IQAC	John B Turkey 10.03.2021
Dr. Subhasis Mitra	Teacher Member, Internal	Subhasis Mitra 10/03/21
Shri Sushil Kumar Mishra	Teacher Member, Internal	Sushil Kumar Mishra 10/03/21
Dr. Koyel Bhattacharya	Teacher Member, Internal	Koyel Bhattacharya 10/3/21
Dr. Abir Baran Majumdar	Teacher Member, Internal	Abir Baran Majumdar 10/3/21
Dr. Shyam Charan Barma	Teacher Member, Internal	Shyam Charan Barma 10/3/21
Shri Pintu Prasad Jaiswal	Teacher Member, Internal	Pintu Prasad Jaiswal 10/3/21
Shri Kanti Paul	Teacher Member, Internal	Kanti Paul 10-03-21
Sri Pradip Roy	Member, Administrative Officer	Pradip Roy
Sri Sandipan Das	Member, Administrative Officer	Sandipan Das

Resolutions:

Agenda: 1. To read and confirm the last meeting.

The minutes of the Previous Meeting held on 09/01/2021 was read and confirmed.

Agenda-2: To Reconstitute composition of IQAC

It was unanimously resolved that the previous composition of IQAC will remain unchanged. The composition of IQAC is given in Annexure - A.

Agenda-3: Discussion to prepare AQAR for the session 2019-20

It was decided that separate small committees will be constituted among Teaching and Non-Teaching Staff for preparing and compiling different Key Indicator Data.





☎ : (0353) 2004707 (Principal)

KALIPADA GHOSH TARAI MAHAVIDYALAYA


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Agenda-4: *Miscellaneous*

Having no other matter to discuss the meeting ended with a vote of thanks by the Chairperson, IQAC.


Coordinator 10.03.2021

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra

Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014


Principal & Chairperson 10.03.2021

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya

Bagdogra
PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





(0353) 2004707 (Principal)

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Ref. No. :

Date :

Annexure-A

COMPOSTION OF INTERNAL QUALITY ASSURENCE CELL

Chairperson: Head of the institution	Dr. Minakshi Chakrabarty, Principal and Chairperson
Teacher representatives	Dr. Subhasis Mitra, HoD, Dept of Commerce
	Shri Sushil Kumar Mishra, Department of Hindi
	Dr. Parimal Chandra Das, Department of Bengali
	Dr. Abir Baran Majumdar, HoD, Department of Chemistry
	Dr. Koyel Bhattacharya, HoD, Department of Physics
	Dr. Shyam Charan Barma, HoD, Department of Economics
	Dr. Suwendu Roy, Department of Geography
	Shri Pintu Prasad Jaiswal, Department of Commerce
	Shri Kanti Paul, Department of Commerce (Technical Member)
One Member from management	Prof. Dyutish Chakraborty, President Governing Body
Few Senior administrative officer	Sri Pradip Roy, Accountant
	Sri Sandipan Das, Office Staff (Technical)
One nominee from local society	Sri Arun Kumar Ghosh, Advocate, Bagdogra
One nominee from Student	Sri Tarun Sen, Student
One nominee from Alumni	Sri Dhiraj Ghosh
External Members	Fr. (Dr.) Donatus Kujur S.J., Principal, St Joseph's College Darjeeling
	Dr. Dilip Kumar Das, Principal, Munshi Premchand Mahavidyalaya, Siliguri
One of the senior teachers as Coordinator/Director of the IQAC	Dr. John Breakmas Tirkey, Coordinator, IQAC & HoD, Department of Sociology



Coordinator

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Coordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014





Principal & Chairperson 10.03.2024

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra



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Ref. No. : IQAC-15/2021

Date : 08/06/2021

NOTICE

A meeting of IQAC will be held on 14.06.2021 in the IQAC room at 1.30 pm. All the members are requested to make convenient for the meeting

Agenda:

1. To read and confirm the last meeting
2. To discuss feedback from stakeholders
3. Submission of AQAR for the session 2019-20
4. Misc.

Coordinator 08/06/2021

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra

Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014

Principal & Chairperson 08.06.2021

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra

PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





☎ : (0353) 2004707 (Principal)

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E-mail: prinkgtm@gmail.com

Ref. No. :

Date :

Minutes of Meeting

Meeting No. : IQAC – 15/ 2021

Venue: IQAC Room

Date of meeting: 14/06/2021

Time: 01.30 PM

Proceeding of the meeting of the Internal Quality Assurance Cell (IQAC) held on 14.06.2021 at 01.30 PM in the IQAC Room

Member Present:

Names of IQAC Members	Status of Members	Signatures
Dr. Minakshi Chakraborty	Principal & Chairperson IQAC	Chakraborty 14.06.2021
Dr. John Breakmas Turkey	Coordinator, IQAC	John B Turkey 14.6.2021
Dr. Subhasis Mitra	Teacher Member, Internal	Mitra 14/06/21
Shri Sushil Kumar Mishra	Teacher Member, Internal	Sushil 14/06/21
Dr. Koyel Bhattacharya	Teacher Member, Internal	Koyel Bhattacharya 14/6/21
Shri Pintu Prasad Jaiswal	Teacher Member, Internal	Jaiswal 14/6/21
Dr. Shyam Charan Barma	Teacher Member, Internal	Shyam Ch. Barma 14/6/21
Shri Kanti Paul	Teacher Member, Internal	Kanti Paul 14-06-21
Sri Pradip Roy	Member, Administrative Officer	Pradip Roy
Sri Sandipan Das	Member, Administrative Officer	Sandipan Das.

Resolutions:

Agenda: 1. To read and confirm the last meeting.

The minutes of the Previous Meeting held on 10/03/2021 was read and confirmed.

Agenda-2: To discuss feedback from stakeholders

It was decided that the Feedback will be taken from different stakeholders: Students, Alumni, Parents, Teaching and Non-Teaching Staff.

Agenda-3: Submission of AQAR for the session 2019-20

The Co-ordinator presented before the house the final draft of AQAR for the session 2019-20.





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After presentation it was decided that the draft be placed before the Governing Body of the college.

Agenda-4: *Miscellaneous*

Having no other matter to discuss the meeting ended with a vote of thanks by the Chairperson, IQAC.


14.6.2024
Coordinator

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra

Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014


14.06.2024
Principal & Chairperson

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
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Bagdogra





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Ref. No. : IQAC-16/2021

Date : 02/07/2021

NOTICE

A meeting of the IQAC will be held on 08/07/2021 in Room No 5 at 3.00 PM. All the members are requested to be present at the meeting.

Agenda:

1. To read and confirm the previous meeting
2. Approval of academic calendar
3. To discuss the Orientation program for newly admitted students
4. Assigning teachers as mentor-mentee
5. Plan of Action for the academic session 2021-22
6. Student Satisfaction Survey
7. Misc.

Coordinator

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra
Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014

Principal & Chairperson

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
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Bagdogra





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Ref. No. :

Date :

MINUTES OF MEETING

Meeting No. 16-IQAC

Date: 08/07/2021

Proceeding of the IQAC meeting held on held on 08/07/2021 at 3.00 pm in Room No. 5.

Members present:

Names of IQAC Members	Status of Members	Signatures
Dr. Minakshi Chakraborty	Principal & Chairman, IQAC	Chakraborty 08.07.2021
Dr. John Breakmas Tirkey	Coordinator, IQAC	John B Tirkey 8/7/21
Dr Shubhasis Mitra	Teacher Member, Internal	Mitra 08/07/21
Shri Sushil Kumar Mishra	Teacher Member, Internal	Sushil Kumar Mishra 8/7/21
Dr. Parimal Chandra Das	Teacher Member, Internal	Parimal Chandra Das
Dr. Koyel Bhattacharya	Teacher Member, Internal	Koyel Bhattacharya 8/7/21
Dr. Shyam Charan Barma	Teacher Member, Internal	Shyam Ch. Barma 8/7/21
Shri Pintu Prasad Jaiswal	Teacher Member, Internal	Jaiswal 8/7/21
Shri Kanti Paul	Teacher Member, Internal	Kanti Paul 08-07-21

Resolution:

- Agenda 1. The minutes of the previous IQAC meeting held on 14.06.2021 were read and confirmed.
- Agenda 2. The Committee approved the academic calendar for the session 2021-22. All the departments were requested to make their departmental academic routine detailing the academic activities.
- Agenda 3. It was decided that an orientation program would be conducted for newly admitted students.
- Agenda.4. The committee observed that each student must be provided mental and academic support since they come from diverse backgrounds and into a new environment. Therefore, it was decided that all Honours and programme course students will be provided mentor.





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Ref. No. :

Date :

Agenda 5. Action plan chalked out for the academic session

- I. To maintain the Green campus
- II. To conduct more extension activities and outreach programmes with NSS.
- III. To encourage students to experiential learning.
- IV. Organising student seminars
- V. Organising seminars in the institution
- VI. To increase the activities of the career Guidance cell
- VII. To encourage research and publication among teachers
- VIII. To encourage faculty members to participate in Faculty Development Programs
- IX. Increasing more ICT-based teaching-learning facilities.
- X. Encouraging office staff to participate in administrative management training
- XI. Strengthening Sports and cultural activities.

Agenda 6. It was decided that the student satisfaction survey will be collected from the students.


Coordinator 8/7/2021

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
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Co-ordinator
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Bagdogra, Dist. Darjeeling
West Bengal - 734014


Principal & Chairperson 08.07.2021

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
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PRINCIPAL
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Bagdogra





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Ref. No. : IQAC-17/2021

Date : 06/09/2021

NOTICE

A meeting of the IQAC will be held on 14/09/2021 in Room No 5 at 2.30 PM. All the members are requested to be present in the meeting.

Agenda:

1. To read and confirm the minutes of previous meeting.
2. To discuss and take feedback on internal assessment
3. To identify weak students.
4. To purchase library books

Coordinator

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra

**Co-ordinator
IQAC**

Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014

Principal & Chairperson

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya

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(C) : (0353) 2004707 (Principal)

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Ref. No. :

Date :

MINUTES OF MEETING

Meeting No. 17-IQAC

Date: 14/09/2021

Proceeding of the IQAC meeting held on 14/09/2021 at 3.00 pm in room No. 5.

Members present:

Names of IQAC Members	Status of Members	Signatures
Dr. Minakshi Chakraborty	Principal & Chairman, IQAC	Chakraborty 14.09.2021
Dr. John Breakmas Turkey	Coordinator, IQAC	John B Turkey 14.09.2021
Dr Shubhasis Mitra	Teacher Member, Internal	Mitra 14/09/21
Shri Sushil Kumar Mishra	Teacher Member, Internal	S. Mishra 14/9/21
Dr. Parimal Chandra Das	Teacher Member, Internal	Parimal Chandra Das
Dr. Koyel Bhattacharya	Teacher Member, Internal	Koyel Bhattacharya 14/9/21
Shri Pintu Prasad Jaiswal	Teacher Member, Internal	P. Jaiswal 14/9/21
Dr. Shyam Charan Barma	Teacher Member, Internal	Shyam Ch. Barma 14/9/21
Shri Kanti Paul	Teacher Member, Internal	Kanti Paul 14-09-21
Sri Pradip Roy	Accountant, NTS	Pradip Roy

Resolution:

- Agenda 1. The minutes of the previous IQAC meeting held on 08.07.2021 were read and confirmed.
- Agenda: 2. The IAQC requested to take feedback on the progress of the syllabus and internal assessments taken. The HoDs will submit the report on the internal assessment.
- Agenda: 3. It was decided that each faculty and the department will identify the weak slow learners and submit the measures for their improvement. The department will submit the list of weak students.
- Agenda: 4. The Committee requested the library Committee to take necessary action to purchase Books for the library based on syllabus.



Coordinator

Internal Quality Assurance Cell

Kalipada Ghosh Tarai Mahavidyalaya

Bagdogra
Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014





Principal & Chairperson

Internal Quality Assurance Cell

Kalipada Ghosh Tarai Mahavidyalaya

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Mahavidyalaya
Bagdogra



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Ref. No. : IQAC-18/2021

Date : 26/11/2021

NOTICE

A meeting of the IQAC will be held on 14.12.2021 in Room No 5 at 2.30 PM. All the members are requested to be present in the meeting.

Agenda:

1. To read and confirm the minutes of previous meeting.
2. Signing MoU for faculty Exchange
3. Screening of CAS for teachers
4. Discussion on Green Audit.
5. Misc.

Coordinator

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra

Principal & Chairperson

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra

Co-ordinator
IQAC

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26.11.2021



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Ref. No. :

Date :

MINUTES OF MEETING

Meeting No. 18-IQAC

Date: 14/12/2021

Proceeding of the IQAC meeting held on 14/12/2021 at 3.00 pm in Room No. 5.

Members present:

Names of IQAC Members	Status of Members	Signatures
Dr. Minakshi Chakraborty	Principal & Chairman, IQAC	<i>Chakraborty</i>
Dr. John Breakmas Turkey	Coordinator, IQAC	<i>John B Turkey 14.12.2021</i>
Dr Shubhasis Mitra	Teacher Member, Internal	<i>SM 14/12/21</i>
Shri Sushil Kumar Mishra	Teacher Member, Internal	<i>Sushil 14/12/21</i>
Dr. Parimal Chandra Das	Teacher Member, Internal	<i>Parimal Chandra Das</i>
Dr. Koyel Bhattacharya	Teacher Member, Internal	<i>Koyel Bhattacharya 14/12/21</i>
Shri Pintu Prasad Jaiswal	Teacher Member, Internal	<i>P Jaiswal 14/12/21</i>
Dr. Shyam Charan Barma	Teacher Member, Internal	<i>Shyam Ch. Barma 14/12/21</i>
Shri Kanti Paul	Teacher Member, Internal	<i>Kanti Paul 14-12-21</i>
Sri Pradip Roy	Accountant, NTS	<i>Pradip Roy</i>

Resolution:

Agenda 1. The minutes of previous IQAC meeting held on 14.09.21 was read and confirmed.

Agenda 2. It was decided that the college will sign MoU for faculty exchange with Nakshalbari College.

Agenda 3. It was decided that the screening of CAS documents for the incumbents will be processed. The teachers will be requested to take step in this regards.

Agenda 4. The Committee decided that the green audit of the college would be conducted. The committee proposed to constitute an internal Green Audit Committee. The Green Audit Committee would be formed by the following members:

Internal Member:

1. Dr. Minakshi Chakraborty, Principal





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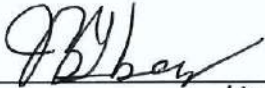
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2. Dr. John Breakmas Tirkey, Associate Professor and Co-ordinator, IQAC
3. Dr. Abir Baran Majumder, Assistant Professor & Convenor
4. Dr Koyel Bhattacharya, Assistant Proessor, (Co-Converor)
5. Smt. Meeta Bala, Assistant Professor

External Member:

1. Prof Dr Pranab Ghosh, Department of Chemistry, NBU
2. Prof Dr Dhiraj Saha, Department of Zoology, NBU


Coordinator 14.12.2021

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra

Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014


Principal & Chairperson 14.12.2021

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya

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Bagdogra





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Ref. No. : IQAC-19/2022

Date : 20/05/2022

NOTICE

A meeting of the IQAC will be held on 26.05.2022 in Room No 5 at 2.30 PM. All the members are requested to be present in the meeting.

Agenda:

1. To read and confirm the minutes of previous meeting
2. To reconstitute the composition of IQAC
3. Discussion and preparation of AQAR 2021-22
4. Internal Assessment
5. Conducting Green Audit
6. Misc.


20.5.2022
Co-ordinator

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya

Bagdogra
Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
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20.05.2022
Principal & Chairperson

Internal Quality Assurance Cell
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Ref. No. :

Date :

MINUTES OF MEETING

Meeting No. 19-IQAC

Date: 26/05/2022

Proceeding of the IQAC meeting held on 26.05.2022 at 3.00 PM in the chamber of the Principal.

Members Present:

Names of IQAC Members	Status of Members	Signatures
Dr. Minakshi Chakraborty	Principal & Chairman, IQAC	Chakraborty 26.05.2022
Dr. John Breakmas Tirkey	Coordinator, IQAC	John B Tirkey 26.5.2022
Dr Shubhasis Mitra	Teacher Member, Internal	Mitra 26/05/22
Dr. Koyel Bhattacharya	Teacher Member, Internal	Koyel Bhattacharya 26/05/22
Shri Pintu Prasad Jaiswal	Teacher Member, Internal	Jaiswal 26/5/22
Shri Sushil Kumar Mishra	Teacher Member, Internal	Sushil 26/5/22
Dr. Parimal Chandra Das	Teacher Member, Internal	Parimal Chandra Das
Dr. Shyam Charan Barma	Teacher Member, Internal	Shyam ch. Barma 26/5/22
Shri Kanti Paul	Teacher Member, Internal	Kanti Paul 26-05-22
Sri Pradip Roy	Accountant, NTS	Pradip Roy

Resolution:

Agenda 1. The minutes of previous IQAC meeting held on 04.12.21 was read and confirmed.

Agenda 2. The Committee unanimously decided on four names as the new members to the IQAC of the college.

- Sri. Ananda Ghosh, President, Governing Body will be the member from the management.
- Sri. Biswajit Ghosh, Social Worker would be the nominee from the local society.
- Sri. Amlan Sarkar will be the member representative from the Alumni Association
- Sri Rahit Kar would be a member representative of the students.





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Ref. No. :

Date :

Agenda 3. It was decided that different criteria-wise committees will be formed for preparing the data and compilation.

Agenda 4. It was decided that the HoDs will submit the report of internal assessment to the Principal.

Agenda 5. It was decided that the Green Audit would be conducted within the month of May 2022. The Internal Committee is requested to take the necessary steps in this regard


Coordinator 26.05.2022

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra

Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014


Principal & Chairperson 26.05.2022

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya

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Ref. No. :

Date :

Annexure-A

COMPOSITION OF INTERNAL QUALITY ASSURENCE CELL

Chairperson: Head of the institution	Dr. Minakshi Chakrabarty, Principal and Chairperson
Teacher representatives	Dr. Subhasis Mitra, HoD, Dept of Commerce
	Shri Sushil Kumar Mishra, Department of Hindi
	Dr. Parimal Chandra Das, Department of Bengali
	Dr. Abir Baran Majumdar, HoD, Department of Chemistry
	Dr. Koyel Bhattacharya, HoD, Department of Physics
	Dr. Shyam Charan Barma, HoD, Department of Economics
	Dr. Suvendu Roy, Department of Geography
	Shri Pintu Prasad Jaiswal, Department of Commerce
	Shri Kanti Paul, Department of Commerce (Technical Member)
One Member from management	Sri Ananda Ghosh, President Governing Body
Few Senior administrative officer	Sri Pradip Roy, Accountant
	Sri Sandipan Das, Office Staff (Technical)
One nominee from local society	Sri Biswajit Ghosh, Social Worker, Bagdogra
One nominee from Student	Sri Rahit Kar, Student
One nominee from Alumni	Sri Amlan Sarkar, Alumni Association Member
External Members	Fr. (Dr.) Donatus Kujur S.J., Principal, St Joseph's College Darjeeling
	Dr. Dilip Kumar Das, Principal, Munshi Premchand Mahavidyalaya, Siliguri
One of the senior teachers as Coordinator/Director of the IQAC	Dr. John Breakmas Tirkey, Coordinator, IQAC & HoD, Department of Sociology


Coordinator
26.05.2022

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

Co-ordinator
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West Bengal - 734014




Principal & Chairperson
26.05.2022

Internal Quality Assurance Cell
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist.-Darjeeling

PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra



PH: 9434020400 (Principal)

KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

PO: BAGDOGRA, DIST:DARJEELING,PIN 734014

E-mail: prinkgtm@gmail.com

Ref . NO. : I.QAC/20/22

Date: 01-07-22

NOTICE

A meeting of the IQAC will be held on 04/07/2022 in Room No. 5 at 3.00 PM. All the members are requested to be present at the meeting.

Agenda:

1. To read and confirm the previous meeting
2. Approval of academic calendar
3. To discuss the Orientation program for newly admitted students
4. Assigning teachers as mentor-mentee
5. Introducing Add-On Courses
6. Plan of Action for the academic session 2022-23
7. Misc.

Coordinator

Internal Quality Assurance Cell
Co-ordinator
IQAC

Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014

Principal
Chairperson, IQAC

PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra



KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

PO: BAGDOGRA, DIST: DARJEELING, PIN 734014

E-mail: prinkgtm@gmail.comRef. NO. : IQAC/20/22Date: 04-07-22**Minutes of meeting**

Proceeding of the IQAC meeting held on 04/07/2022 at 3.00 PM in room No. 5.

Members present

Dr Minakshi Chakraborty, Principal	Chakraborty 04.07.2022
Sri Ananda Ghosh, President , Governing Body	Ghosh 4.7.22
Fr. (Dr.) Donatus Kujur S.J., External Member	Fr. Donatus 04/07/22
Dr. Dilip Kumar Das, External Member	Dilip Kumar 4.7.22
Sri Biswajit Ghosh, Local Representative, External member	Biswajit Ghosh 4/7/22
Dr John Breakmas Tirkey, Coordinator	John 04.07.22
Dr Shubhasis Mitra, Member	Shubhasis 04.07.22
Sri. Sushil Kumar Mishra, Member	Sushil 04.07.22
Dr Parimal Chandra Das, Member	Parimal Chandra 4.7.22
Dr Koyal Bhattacharya, Member	Koyal Bhattacharya 4/7/22
Dr Pintu Prasad Jaiswal, Member	Jaiswal 4/7/22
Dr Shyam Ch Barma, Member	Shyam Charan Barma 4/7/22
Dr Suvendu Roy, Member	S Roy 4/7/22
Sri Kanti Paul, Member	Kanti Paul 4/7/22
Sri Pradip Roy, Accountant, NTS, , Member	Pradip Roy 04/07/2022
Sri Amlan Sarkar, Member, Alumni Association, Member	Amlan Sarkar
Sri Rahit Kar, Student Member	Rahit Kar 4/7/22

Agenda-1. To read and confirms the previous meeting

Resolution: The minutes of the previous IQAC meeting held on 26/05/2022 were readout and confirmed.





KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

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Ref . NO. :

Date:

Agenda-2. Approval of academic calendar

Resolution: The Committee approved the academic calendar for the session 2022-23. All the departments were requested to make their departmental academic routine and all the academic activities and submit them to the IQAC by 14/07/2022.

Agenda-3. To discuss the Orientation program for newly admitted students

Resolution: It was decided that an orientation program will be conducted for newly admitted students.

Agenda-4. Assigning teachers as mentors

Resolution: All the HoDs are requested to assign mentors for all students of Honours and program courses and submit them to the IQAC within August 2022.

Agenda- 5. Introducing Add - On Course

Resolution: The Committee discussed and emphasized the necessity of enhancing students' skills and decided that all departments would conduct add-on courses. All the HoDs of the departments are requested to make the programme course in this regard and submit the same to the IQAC for further action.

Agenda- 6. Action plan chalked out for the academic session.

Resolution: The committee after discussion tentatively chalked out the academic activities to be taken during the

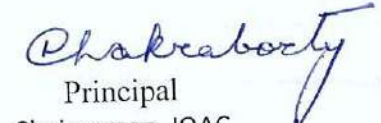
Academic session 2022-23.

- I. To maintain the Green campus
- II. To conduct more extension activities and outreach programmes with NSS.
- III. To encourage students to experiential learning.
- IV. Organising student seminars
- V. Organising seminars and workshops in the institution
- VI. To introduce Add-On Courses/ certificate courses
- VII. To conduct Career Guidance programmes by the Career Guidance Cell
- VIII. To encourage research and publication among students.
- IX. To encourage faculty members to participate in Faculty Development Programs
- X. Increasing more ICT-based teaching-learning facilities.
- XI. Encouraging office staff to participate in administrative management
- XII. Strengthening Sports and cultural activities.
- XIII. Strengthening community service through NSS and NCC


Coordinator

Internal Quality Assurance Cell

Co-ordinator
IQACKalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014


Principal
Chairperson, IQAC

PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra

KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

PO: BAGDOGRA, DIST: DARJEELING, PIN 734014

E-mail: prinkgtm@gmail.com

Ref. NO. : IQAC/23/22

Date: 25/08/22

NOTICE

A meeting of the IQAC will be held on 31/08/2022 in Room No 5 at 3.00 PM. All the members are requested to be present at the meeting.

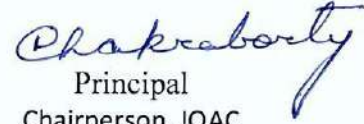
1. To read and confirm the minutes of the previous meeting.
2. Approval of Add- On Courses
3. Conducting training programmes for teaching and Non-teaching staff
4. Misc.



Coordinator
Internal Quality Assurance Cell

Co-ordinator
IQAC

Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014



Principal
Chairperson, IQAC

PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





PH: 9434020400 (Principal)

KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

PO: BAGDOGRA, DIST:DARJEELING, PIN 734014

E-mail: prinkgtm@gmail.com

Ref. NO. : IQAC/21/22

Date: 31/08/22

Minutes of meeting

Proceeding of the IQAC meeting held on 31/08/2022 at 3.00 PM in room No. 5.

Members present

Dr Minakshi Chakraborty, Principal	Chakraborty 31.08.2022
Dr John Breakmas Tirkey, Coordinator	John 31.8.22
Dr Shubhasis Mitra, Member	Mitra 31.08.22
Shri Sushil Kumar Mishra, Member	Sushil 31.8.22
Dr Abir Baran Majumdar, Member	Abir Majumdar 31.8.22
Dr Koyal Bhattacharya, Member	Koyal Bhattacharya 31/08/22
Dr Pintu Prasad Jaiswal, Member	Jaiswal 31/8/22
Dr Shyam Ch. Barma, Member	Shyam Charan Barma 31/08/22
Dr Parimal Ch. Das, Member	Parimal Ch Das 31.08.22
Shri Kanti Paul, Member	Kanti Paul 31/8/22
Shri Pradip Roy, NTS, Member	Pradip Roy 31/8/2022
Shri Sandipan Das, NTS, Member	Sandipan Das. 31/08/2022

Agenda-1. To read and confirm the minutes of the previous meeting

Resolution: The minutes of the previous IQAC meeting held on 04/07/2022 readout and confirmed

Agenda- 2. Approval of Add- On Courses

Resolution: The committee approved the add-on course submitted by the departments. The departments be requested to do the needful in this regard.





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ESTD: 1988

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Ref . NO. :

Date:

Agenda-3: Conducting training programme for teaching and Non-teaching staff

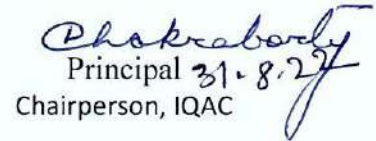
Resolution: The Committee decided that training programmes for ICT use in teaching-learning will be organized for the faculty members and an office management system training programme will be organised for the non-teaching staff.

Agenda-4: Misc. Having no other matter to discuss the meeting ended with vote of thanks by the Chairperson.


Coordinator 31/8/22

Internal Quality Assurance Cell

Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014


Principal 31.8.22

Chairperson, IQAC

PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

PO: BAGDOGRA, DIST: DARJEELING, PIN 734014

E-mail: prinkgtm@gmail.com

Ref. NO. : I@AC/24/22

Date: 10/09/22

NOTICE

A meeting of the IQAC will be held on 17.09.2022 in Room No 5 at 3.00 PM. All the members are requested to be present in the meeting.

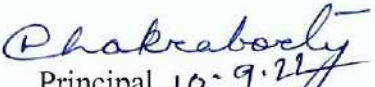
1. To read and confirm the minutes of the previous meeting.
2. To discuss and take feedback on internal assessment.
3. To identify weak students.
4. To purchase library books
5. Misc.


Coordinator 10/9/22

Internal Quality Assurance Cell

Co-ordinator
IQAC

Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014


Principal 10-9-22

Chairperson, IQAC

PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

PO: BAGDOGRA, DIST:DARJEELING,PIN 734014

E-mail: prinkgtm@gmail.com

Ref . NO. : IQAC/22/22

Date: 17/09/22

Minutes of meeting

Proceeding of the IQAC meeting held on 17/09/2022 at 3.00 Pmin room No. 5.

Members Present:

Dr Minakshi Chakraborty, Principal	Chakraborty 17.09.2022
Dr John Breakmas Tirkey, Coordinator	John 17/9/22
Dr Shubhasis Mitra, member	Mitra 17/09/22
Sushil Kumar Mishra, Member	Sushil 17/9/22
Dr Parimal Chandra Das, Member	Parimal Chandra Das 17.9.22
Dr Abir Baran Majumdar, Member	Abir Majumdar 17.9.22
Dr Koyal Bhattacharya, Member	Koyal Bhattacharya 17/09/22
Dr Pintu Prasad Jaiswal, Member	Pintu Jaiswal 17/9/22
Sri Kanti Paul, Member	Kanti Paul 17/9/22
Shri Pradip Roy, NTS, Member	Pradip Roy 17/09/2022
Shri Sandipan Das, NTS, Member	Sandipan Das. 17/09/2022

Agenda-1.To read and confirm the minutes of the previous meeting

Resolution: The minutes of the previous IQAC meeting held on 31/08/2022 read and confirmed.

Agenda- 2. To discuss and take feedback on internal assessment

Resolution: The IAQC requested to take feedback on the progress of the syllabus and internal assessments taken. The HoDs will submit the report on internal assessment.

Agenda- 3.To identify weak students

Resolution: It was decided that each faculty and the department will identify the weak slow learners and submit the measures for their improvement. All the HoDs of the departments are requested to submit the list of weak students and steps to be taken.





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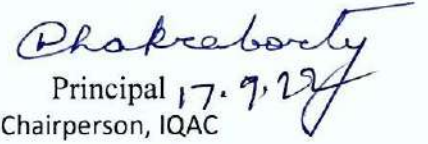
Agenda-4. To purchase library books

Resolution: The Committee requested the library Committee to take necessary action to purchase books for the library based on the syllabus.


Coordinator 17/9/22

Internal Quality Assurance Cell

Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
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West Bengal - 734014


Principal 17.9.22

Chairperson, IQAC

PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

PO: BAGDOGRA, DIST: DARJEELING, PIN 734014

E-mail: prinkgtm@gmail.com

Ref. NO. : IQAC/25/22

Date: 18.11.2022

NOTICE

A meeting of the IQAC will be held on 22/11/2022 in Room No 5 at 3.30 PM. All the members are requested to be present in the meeting.

1. To read and confirm the minutes of the previous meeting.
2. Signing MoU for faculty Exchange
3. Screening of CAS for teachers
4. Internal Assessment
5. Misc.

Coordinator 18.11.22
Internal Quality Assurance Cell

**Co-ordinator
IQAC**

Kalipada Ghosh Tarai Mahavidyalaya
Bagdogra, Dist. Darjeeling
West Bengal - 734014



Principal 18.11.2022
Chairperson, IQAC

PRINCIPAL
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Mahavidyalaya
Bagdogra



KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

PO: BAGDOGRA, DIST: DARJEELING, PIN 734014

E-mail: prinkgtm@gmail.comRef. NO. : IQAC/23/22Date: 22/11/22

Minutes of meeting

Proceeding of the IQAC meeting held on 22/11/2022 at 3.00 PM in room No. 5.

Members Present:

Dr Minakshi Chakraborty, Principal	<u>Chakraborty</u>
Dr John Breakmas Tirkey, Cordinator	<u>JB/Tirkey 22/11/22</u>
Dr Shubhasis Mitra, member	<u>Mitra 22/11/22</u>
Shri Sushil Kumar Mishra, Member	<u>Sushil Kumar 22/11/22</u>
Dr Parimal Chandra Das, Member	<u>Parimal Chandra Das 22.11.22</u>
Dr Abir Baran Majumdar, Member	<u>Abir Baran Majumdar 22.11.22</u>
Dr Koyal Bhattacharya, Member	<u>Koyal Bhattacharya 22/11/22</u>
Dr Pintu Prasad Jaiswal, Member	<u>Jaiswal, 22/11/22</u>
Dr Shyam Ch Barma, Member	<u>Shyam Charan Barma 22/11/22</u>
Sri Kanti Paul, Member	<u>Kanti Paul 22/11/22</u>
Shri Pradip Roy, NTS, Member	<u>Pradip Roy 22/11/2022</u>
Shri Sandipan Das, NTS, Member	<u>Sandipan Das, 22/11/2022</u>

Agenda 1: To read and confirm the minutes of the previous meeting.

Resolution: The minutes of the previous IQAC meeting held on 17/09/2022 were read and confirmed

Agenda 2: Internal Assessment

Resolution: The IAQC requested to take feedback on the progress of the syllabus and internal assessments taken. The HoDs will be requested to submit the report on internal assessment.

Agenda: 3: Signing MoU for Faculty Exchange





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ESTD: 1988

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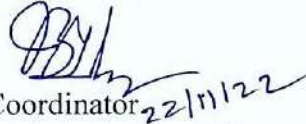
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Date:

Resolution: The committee discussed faculty exchange programmes with other institutions and decided that MoU will be signed in this regard.

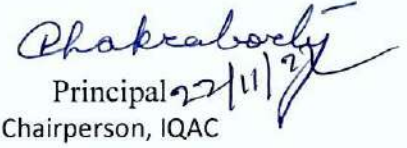
Agenda 4: Screening of CAS for teachers

Resolution: It was decided that pending CAS for teachers will be processed. The concerned teachers will be requested to prepare and submit the CAS documents to the IQAC for further necessary action.


Coordinator 22/11/22

Internal Quality Assurance Cell

Co-ordinator
IQAC
Kalipada Ghosh Tarai Mahavidyalaya
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West Bengal - 734014


Principal 22/11/22

Chairperson, IQAC

PRINCIPAL
Kalipada Ghosh Tarai
Mahavidyalaya
Bagdogra





KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

PO: BAGDOGRA, DIST:DARJEELING,PIN 734014

E-mail: prinkgtm@gmail.com

Ref . NO. : *I@AC/26/23*

Date: *10.04.23*

NOTICE

A meeting of the IQAC will be held on 17/04/2023 in the chamber of the Principal at 3.00 PM. All the members are requested to be present at the meeting.

Agenda:

1. To read and confirm the minutes of the previous meeting
2. To reconstitute the composition of IQAC
3. Discussion and preparation of AQAR 2022-23
4. Misc.

Coordinator
Internal Quality Assurance Cell

Co-ordinator
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KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

PO: BAGDOGRA, DIST: DARJEELING, PIN 734014

E-mail: prinkgtm@gmail.com

Ref. NO. : IQAC/24/23

Date: 17.04.23

Minutes of meeting

Proceeding of the IQAC meeting held on 17/04/2023 at 3.00 PM in the chamber of the Principal.

Members Present:


Dr Minakshi Chakraborty, Principal	Chakraborty 17.04.23
Sri Ananda Ghosh, President Governing Body	Ghosh 17.4.23
Dr John Breakmas Tirkey, Coordinator	JBT 17.04.23
Dr Shubhasis Mitra, member	Mitra 17.04.23
Sri Sushil Kumar Mishra, Member	Sushil 17.04.23
Dr Parimal Chandra Das, Member	Parimal Chandra Das 17.04.23
Dr Koyal Bhattacharya, Member	Koyal Bhattacharya 17.04.23
Dr Pintu Prasad Jaiswal, Member	Jaiswal 17/4/23
Dr Shyam Ch Barma, Member	Shyam Charam Barma 17/04/23
Sri Kanti Paul, Member	Kanti Paul 17/4/23
Sri Pradip Roy, Accountant, NTS	Pradip Roy 17/04/2023
Sri Biswajit Ghosh, Member, Local Nominee	Biswajit Ghosh 17/04/2023
Sri Amlan Sarkar, Member, Alumni Association	Amlan Sarkar
Fr. (Dr.) Donatus Kujur S.J., External Member	Donatus Kujur 17/4/23
Dr. Dilip Kumar Das, External Member	Dilip Kumar Das 17.4.23
Sri Rahit Kar, Student	Rahit Kar 17/4/23

Resolution:

Agenda 1: The minutes of the previous IQAC meeting held on 22/11/22 read and confirmed

Agenda 2: The Committee unanimously decided that Dr. Basudeo Thapa, Assistant Professor in Nepali will be a new member in place of Dr. Suwendu Roy, Assistant Professor in Geography who got transferred to another college and a new member Smt. Bedika Rai, Assistant Professor in English would be included. Members List is given in Annexure -A. The Coordinator, on behalf of the IQAC thanked the outgoing member and welcomed the new members.

Agenda 3: It was decided that different criteria wise committees will be formed for preparing the data and Compilation and documentation for AQAR 2022-23.


 Coordinator
 Internal Quality Assurance Cell
 Co-ordinator
 IQAC
 Kalipada Ghosh Tarai Mahavidyalaya
 Bagdogra, Dist. Darjeeling
 West Bengal - 734014




 Principal
 Chairperson, IQAC
 PRINCIPAL
 Kalipada Ghosh Tarai
 Mahavidyalaya
 Bagdogra



KALIPADA GHOSH TARAI MAHAVIDYALAYA

ESTD: 1988

PO: BAGDOGRA, DIST: DARJEELING, PIN 734014

E-mail: prinkgtm@gmail.com

Ref . NO. :

Date:

Annexure-A

COMPOSTION OF INTERNAL QUALITY ASSURENCE CELL

Chairperson: Head of the institution	Dr. Minakshi Chakrabarty, Principal and Chairperson
Teacher representatives	Dr. Subhasis Mitra, HoD, Dept of Commerce
	Shri Sushil Kumar Mishra, Department of Hindi
	Dr. Parimal Chandra Das, Department of Bengali
	Dr. Abir Baran Majumdar, HoD, Department of Chemistry
	Dr. Koyel Bhattacharya, HoD, Department of Physics
	Dr. Shyam Charan Barma, HoD, Department of Economics
	Dr. Basudeo Thapa, HoD, Department of Nepali
	Shri Pintu Prasad Jaiswal, Department of Commerce
	Smt. Bedika Rai, Department of English
Shri Kanti Paul, Department of Commerce (Technical Member)	
One Member from management	Shri Ananda Ghosh, President Governing Body
Few Senior administrative officer	Shri Pradip Roy, Accountant
	Shri Sandipan Das, Office Staff (Technical)
One nominee from local society	Shri Biswajit Ghosh, Social Worker, Bagdogra
One nominee from Student	Shri Rahit Kar, Student
One nominee from Alumni	Shri Amlan Sarkar, Alumni Association Member
External Members	Fr. (Dr.) Donatus Kujur S.J., Principal, St Joseph's College Darjeeling
	Dr. Dilip Kumar Das, Principal, Munshi Premchand Mahavidyalaya, Siliguri
One of the senior teachers as Coordinator/Director of the IQAC	Dr. John Breakmas Tirkey, Coordinator, IQAC & HoD, Department of Sociology

Coordinator
Internal Quality Assurance Cell
Co-ordinator
IQAC
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Principal
Chairperson, IQAC

PRINCIPAL
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Mahavidyalaya
Bagdogra