

## **MINUTES OF THE MEETING DATED 3.1.23**

**Time: 2.00 p.m**

**Venue: IQAC Room**

### **Members Present:**

1. Principal
2. Prof. Sudakshina Sengupta
3. Prof. Shyamal Bandopadhyay
4. Dr. ManikaRakshit
5. Dr. Subhasish Chakravarty
6. Dr. Bratati Dey
7. Prof. Rasidul Karim

### **Agenda:**

1. Confirmation of the minutes of the last meeting dated 11.11.22
2. Submission of IIQA and status of the SSR preparation.
3. Misc.

### **Minutes and Resolutions:**

1. The minutes of the last meeting were read and confirmed unanimously.
2. Prof. Shyamal Bandopadhyay informed the house that the IIQA was ready and that payment had to be made. Since net banking was unavailable during that time, it was unanimously resolved that the Principal would use his personal debit card to make the payment. The Principal expressed his anguish over the submission of the SSR within the stipulated time. Prof. Bandopadhyay said that 75 to 80% of the work had already been done. The Principal urged the IQAC to take a decision regarding the submission of the SSR. After suggestions from all individual members of the IQAC, it was unanimously resolved that the SSR would be submitted between 16<sup>th</sup> and 23<sup>rd</sup> January, 2023. The IQAC accepted the responsibility of completing the SSR within the time period agreed upon.

There being no other issue to discuss, the meeting was terminated at 3.00 p.m, with thanks to the Chair.