

**P. K. COLLEGE, CONTAI**

**NOTICE: IQAC/2020-2021/1**

An online meeting of IQAC will be held on 04.07.2020 at 4:00 p.m. on Google meet platform to discuss the following agenda-

1. Confirmation of the previous meeting.
2. Meeting with the Teachers' Council to discuss some academic issues
3. Professional training on Website updation by B.Majumder
4. Gunamay Manna Memorial Lecture by Department of Bengali
5. Relevance of Yoga
6. International Webinar on Exercise for Holistic Health and Wellness
7. Contribution of Indian Women to Science
8. Two-Week National Level Faculty Development Programme (FDP) on MOODLE Empowering Educators with a Flexible, Open Source Learning Management System

All members are requested to remain present in the meeting.

1. MR. Soumendu Adhikari, (President, GB)
2. DR. Swapan Kr. Mishra, Principal, Mugberia Gangadhar Mahavidyalaya
3. DR. Subrata Sahoo
4. DR. Goutam Manna
5. MR. Bivash Majumder
6. DR. Dhrubajyoti Pahari
7. DR. Tithi Maity
8. DR. Aweek Samanta
9. Sri Biswajit Das

Date: 01.07.2020



Principal &  
Chairman, IQAC  
Prabhat Kumar College, Contai  
**Principal & Chairman**  
Internal Quality Assurance Cell  
Prabhat Kumar College, Contai



Co-ordinator, IQAC  
Prabhat Kumar College, Contai  
**Co-ordinator,**  
Internal Quality Assurance Cell  
Prabhat Kumar College, Contai  
Contai, Purba Medinipur, W.B. - 721401

**Minutes of the Meeting of IQAC held on 04.07.2020**

**Google Meet Invitation Link Provided :** [meet.google.com/mcd-dbwu-aqc](https://meet.google.com/mcd-dbwu-aqc)

**Members Present:**

1. Anil Kumar De 14/7/20
2. Bivas Majumder
3. Titu Maity
4. AR
5. Dhari
6. Aneek Samanta
7. Channer
8. (13) . 04/07/2020
9. [Signature]
- 10.

The Principal and the Chairman of IQAC takes the chair, and the meeting starts.

**Agendum-1:** Confirmation of the previous meeting.

**Resolution:** The minutes of the previous meeting are read and after a brief discussion confirmed

**Agendum-2:** Meeting with the Teachers' Council to discuss some academic issues

**Resolution:** Resolved that an online meeting with the Teachers' Council be organized in the mid of September 2020 to discuss miscellaneous academic issues faced by both the teachers as well as the students owing to the prolonged pandemic of Covid-19.

**Agendum-3:** Professional training on Website updating by B Majumder

**Resolution:** Considering the impending third cycle assessment & accreditation of the Institution by NAAC, it is resolved that the website of the college be updated. Mr BivasMajumder of Mathematics Department be congratulated for providing a professional training (25.06.2020) on Website updation so that the teachers can update their own individual profile on the institutional website.

**Agendum-4:** Gunamay Manna Memorial Lecture by Department of Bengali

**Resolution:** After careful consideration of the contribution made by Late Gunamay Manna towards the college, it is resolved that the Department of Bengali be requested to be associated with Bengali Alumni for organising Gunamay Manna Memorial Lecture in the mid of September, 2020.

**Agendum-5:** Relevance of Yoga



**Resolution:** Resolved that a Webinar on the Relevance of Yoga be organized in association with the department of Philosophy in the first/second week of July, 2020 to sensitize all the stakeholders of the benefits of Yogic exercises and Yogic meditations.

**Agendum-6:** International Webinar on Exercise for Holistic Health and Wellness

**Resolution:** Considering the ever-increasing anxiety of day-to-day life, it is resolved that the department of Physical Education be requested to organize a webinar on Holistic Health and Wellness in association with the IQAC of the college at the very beginning of the month of August, 2020 to sensitize the students as well as the teachers of the possible ways to cope off the tensions and traces of their daily life.

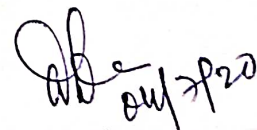
**Agendum-7:** Contribution of Indian Women to Science

**Resolution:** The Science Forum of the college puts forward an oral appeal to the IQAC that an International Webinar on Contribution of Indian Women to Science may be organized. Resolved that the IQAC will assist and associate the Science Forum to organize such a webinar in the month of August, 2020.

**Agendum-8:** Two-Week National Level Faculty Development Programme (FDP) on MOODLE Empowering Educators with a Flexible, Open Source Learning Management System

**Resolution:** Resolved that a Two-Week National Level Faculty Development Programme (FDP) on "MOODLE Empowering Educators with a Flexible, Open Source Learning Management System" be organized in association with the Spoken Tutorial, IIT Bombay in the month of September, 2021. Also resolved that the Principal be requested to take necessary measures in this regard. Two Weeks National Level Faculty Development Programme (FDP) on MOODLE Empowering Educators with a Flexible, Open Source Learning Management System.

Since there is no other agendum to be discussed, the meeting comes to an end with a vote of thanks to and from the chair.



Principal & Chairman,  
IQAC, Prabhat Kumar College, Contai

**Principal & Chairman**  
**Internal Quality Assurance Cell**  
**Prabhat Kumar College, Contai**

**P. K. COLLEGE, CONTAI**  
**NOTICE: IQAC/2020-2021/2**

An online meeting of IQAC will be held on 01.10.2020 at 6:00 p.m. on Google meet platform to discuss the following agenda-

1. Confirmation of the previous meeting.
2. National Webinar on Biodiversity and Biotechnology (03.10.2020)
3. To extend the scope of INFLIBNET to all students

All members are requested to remain present in the meeting.

1. MR. Soumendu Adhikari, (President, GB)
2. DR. Swapan Kr. Mishra, Principal, Mugberia Gangadhar Mahavidyalaya
3. DR. Subrata Sahoo
4. DR. Goutam Manna
5. MR. Bivash Majumder
6. DR. Dhruvajyoti Pahari
7. DR. Tithi Maity
8. DR. Aveek Samanta
9. Sri Biswajit Das

Date: 28.09.2020



Principal &  
Chairman, IQAC  
Prabhat Kumar College, Contai  
**Principal & Chairman**  
**Internal Quality Assurance Cell**  
**Prabhat Kumar College, Contai**



Coordinator, IQAC  
Prabhat Kumar College, Contai  
**Co-ordinator,**  
**Internal Quality Assurance Cell**  
**Prabhat Kumar College, Contai**  
**Contai, Purba Medinipur, W.B.- 721401**



Minutes of the Meeting of IQAC held on 01.10.2020

Google Meet Invitation Link Provided: [meet.google.com/mcd-dbwu-aqc](https://meet.google.com/mcd-dbwu-aqc)

Members Present:

1. Anil K. S. 01/10/20
2. [Signature]
3. Shari
4. Binash Majumdar
5. Aneek Samanta
6. Tishu Maurya
7. Glanna
8. [Signature]
9. [Signature] - 01/10/20
- 10.

The Principal and the Chairman of IQAC takes the chair, and the meeting starts.

**Agendum-1:** Confirmation of the previous meeting.

**Resolution :** The minutes of the previous meeting are read and after a brief discussion confirmed

**Agendum-2:** National Webinar on Biodiversity and Biotechnology

**Resolution :** As our institution is striving relentlessly to preserve the bio-diversity of the adjacent locality of the college, it is resolved that Webinar on Biodiversity be organized to sensitize the students of the very need of the same.

**Agendum-3:** To extend the scope of INFLIBNET to all students

**Resolution:** Resolved that the Library sub-committee be requested to extend the INFLIBNET service to all the students of the college so that they can be able to read and access the important e-journals as well as the thousands of e-books through the gateway of the INFLIBNET/NLIST service.

Since there is no other agendum to be discussed, the meeting comes to an end with a vote of thanks to and from the chair.

[Signature] 01/10/20

The Principal & the Chairman,  
IQAC, Prabhat Kumar College, Contai

Principal & Chairman  
Internal Quality Assurance Cell  
Prabhat Kumar College, Contai

**P. K. COLLEGE, CONTAI**  
**NOTICE: IQAC/2020-2021/3**

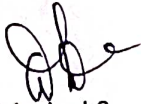
An online meeting of IQAC will be held on 07.01.2021 at 2:00 p.m. on Google meet platform to discuss the following agenda-

1. Confirmation of the previous meeting.
2. National Educational Policy
3. One Week Online Training Programme on Libre Office (LO)
4. Three-Day Students Development Programme (SDP) on Introduction to Computers

All members are requested to remain present in the meeting.

1. MR. Soumendu Adhikari, (President, GB)
2. DR. Swapan Kr. Mishra, Principal, Mugberia Gangadhar Mahavidyalaya
3. DR. Subrata Sahoo
4. DR. Goutam Manna
5. MR. Bivash Majumder
6. DR. Dhruvajyoti Pahari
7. DR. TithiMaity
8. DR. AveekSamanta
9. Sri Biswajit Das

Date: 04.01.2021



Principal &  
Chairman, IQAC  
Prabhat Kumar College, Contai  
**Principal & Chairman**  
**Internal Quality Assurance Cell**  
**Prabhat Kumar College, Contai**



Coordinator, IQAC  
Prabhat Kumar College, Contai

*Co-ordinator,*  
Internal Quality Assurance Cell  
Prabhat Kumar College, Contai  
Contai, Purba Medinipur, W.B.- 721401



**Minutes of the Meeting of IQAC held on 07.01.2021**

**Google Meet Invitation Link Provided : [mect.google.com/mcd-dbwu-aqc](https://meet.google.com/mcd-dbwu-aqc)**

**Members Present**

1. Amit Kumar De 07/01/21
2. ~~AB~~
3. AB
4. Dhari
5. Bivank Singh
6. Tithi Maurya
7. Blanka
8. AB . 07/01/2021
9. J
- 10.

The Principal and the Chairman of IQAC takes the chair, and the meeting starts.

**Agendum-1:** Confirmation of the previous meeting.

**Resolution:** The minutes of the previous meeting are read and after a brief discussion confirmed

**Agendum-2:** National Educational Policy

**Resolution:** Of late, the Govt. of India has formulated and published the National Policy on Education (NEP) to promote and regulate education in India. Hence, it has been resolved that the Women's Cell and the UBA Cell of the college be requested to organize a webinar in the month of January, 2021 to discuss the important aspects of the said policy.

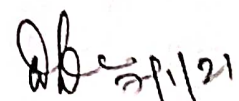
**Agendum-3:** One Week Online Training Programme on Libre Office (LO)

**Resolution:** Resolved that a One Week Online Training Programme on Libre Office be organized in association with the Spoken Tutorial, IIT Bombay in the month of January, 2021. Also resolved that the Principal be requested to take necessary measures in this regard.

**Agendum-4:** Three-Day Students Development Programme (SDP) on Introduction to computers

**Resolution:** After careful consideration of the ever-increasing use of computers in education, it is resolved that an Online Three-Day Student Development Programme (SDP) on the Introduction to Computers be organized in association with the Spoken Tutorial, IIT Bombay in the month of February, 2021. Ipso facto, the Principal be requested to take necessary measures in this regard.

Since there is no other agendum to be discussed, the meeting comes to an end with a vote of thanks to and from the chair.

  
Principal & Chairman,  
IQAC, Prabhat Kumar College, Contai  
Principal & Chairman  
Internal Quality Assurance Cell  
Prabhat Kumar College, Contai

**P. K. COLLEGE, CONTAI**  
**NOTICE: IQAC/2020-2021/4**

An online meeting of IQAC will be held on 20.05.2021 at 5:30 p.m. on Google meet platform to discuss the following agenda-

1. Confirmation of the previous meeting.
2. Seven Days Student Development Programme (SDP) on Inkscape
3. Future Trends in Plant Science: A Roadmap for Academic Industry Interface

All members are requested to remain present in the meeting.

1. MR. Adityabikram Mohan Hirani , IAS, SDO, Contai (Administrator)
2. DR. Swapan Kr. Mishra, Principal, Mugberia Gangadhar Mahavidyalaya
3. DR. Subrata Sahoo
4. DR. Goutam Manna
5. MR. Bivash Majumder
6. DR. Dhruvajyoti Pahari
7. DR. Tithi Maity
8. DR. Aveek Samanta
9. Sri Biswajit Das

Date: 17.05.2021



Principal &  
Chairman, IQAC  
Prabhat Kumar College , Contai

***Principal & Chairman***  
**Internal Quality Assurance Cell**  
**Prabhat Kumar College, Contai**



Coordinator, IQAC  
Prabhat Kumar College , Contai

***Co-ordinator,***  
**Internal Quality Assurance Cell**  
**Prabhat Kumar College, Contai**  
Contai, Purba Medinipur, Pin - 751401



Minutes of the Meeting of IQAC held on 20.05.2021

Google Meet Invitation Link Provided : meet.google.com/mcd-dbwu-aqc

Members Present

1. Amit Kumar 20/5/21
2. Anil Kumar
3. AB
4. Binash Singh
5. Shari
6. Chandra
7. Tishu Maity
8. AB
9. I
- 10.

The Principal and the Chairman of IQAC takes the chair, and the meeting starts.

**Agendum-1:** Confirmation of the previous meeting.

**Resolution:** The minutes of the previous meeting are read and after a brief discussion confirmed

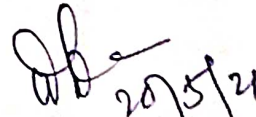
**Agendum-2:** Seven Days Student Development Programme (SDP) on Inkscape

**Resolution:** Resolved that a Seven-Day Student Development Programme (SDP) on Inkscape be organized in association with the Spoken Tutorial, IIT Bombay in the month of July, 2021. Also resolved that the Principal be requested to take necessary measures in this regard.

**Agendum-3:** Future Trends in Plant Science: A Roadmap for Academic Industry Interface

**Resolution:** Resolved that an International Webinar on Future Trends in Plant Science: A Roadmap for Academic Industry Interface be organized in association with the department of Botany in the month of July, 2021.

Since there is no other agendum to be discussed, the meeting comes to an end with a vote of thanks to and from the chair.



Principal & Chairman,  
IQAC, Prabhat Kumar College, Contai  
Principal & Chairman  
Internal Quality Assurance Cell  
Prabhat Kumar College, Contai

**P. K. COLLEGE, CONTAI**  
**NOTICE: IQAC/2020-2021/5**


An online meeting of IQAC will be held on 14.07.2021 at 3:00 p.m. on Google meet platform to discuss the following agenda-

1. Confirmation of the previous meeting.
2. Submission of SAR of individual teachers
3. Feedback from all stakeholders
4. Promotion of Teachers under CAS
5. Biomedical Approach on Green Pavement

All members are requested to remain present in the meeting.

1. MR. Adityabikram Mohan Hirani , IAS, SDO, Contai (Administrator)
2. DR. Swapan Kr. Mishra, Principal, Mugberia Gangadhar Mahavidyalaya
3. DR. Subrata Sahoo
4. DR. Goutam Manna
5. MR. Bivash Majumder
6. DR. Dhruvajyoti Pahari
7. DR. Tithi Maity
8. DR. Aveek Samanta
9. Sri Biswajit Das

Date: 09.07.2021



Principal &  
Chairman, IQAC  
Prabhat Kumar College ,Contai  
*Principal & Chairman*  
Internal Quality Assurance Cell  
Prabhat Kumar College, Contai



Coordinator, IQAC  
Prabhat Kumar College , Contai

*Co-ordinator,*  
Internal Quality Assurance Cell  
Prabhat Kumar College, Contai  
Contai, Purba Medinipur, W.B.- 721401



Minutes of the Meeting of IQAC held on 14.07.2021

Google Meet Invitation Link Provided : meet.google.com/mcd-dbwu-aqc

Members Present

1. Anil-kr. De 14/7/21
2. AP
3. AR
4. Bivash Majumdar
5. Gauri

6. [Signature]
7. Tit Himantya,
8. Bhari
9. [Signature] - 14/07/2021
- 10.

The Principal and the Chairman of IQAC takes the chair, and the meeting starts.

**Agendum-1:** Confirmation of the previous meeting.

**Resolution:** The minutes of the previous meeting are read and after a brief discussion confirmed

**Agendum-2:** Submission of SAR of individual teachers

**Resolution:** Since the academic session 2020-21 comes to an end, it is resolved that the IQAC will issue a notice requesting all the teachers to submit their individual Self -Appraisal Report (SAR) in soft copy within a definite span of time as will be notified by the IQAC.

**Agendum-3:** Feedback from all stakeholders

**Resolution:** Resolved that as the Academic Session, 2020-21 comes to an end, the different stakeholders of the college be requested to provide their valued feedbacks online in prescribed format as will be notified by the IQAC.

**Agendum-4:** Promotion of Teachers under CAS

**Resolution:** As a good number of teachers whose promotion falls due on or before June 30, 2021 have applied for Placement and Promotion under CAS, it is resolved that the aforementioned teachers be requested to carefully and finally prepare their respective files in prescribed format of SAR, and submit the same to the office of the IQAC as soon as possible.

**Agendum-5:** Biomedical Approach on Green Pavement

**Resolution:** Resolved that the IQAC will organize a National Webinar on Biomedical Approach on Green Pavement in association with the Science Forum of the College in the month of September, 2021.

Since there is no other agendum to be discussed, the meeting comes to an end with a vote of thanks to and from the chair.

[Signature]

Principal & Chairman,  
IQAC, Prabhat Kumar College, Contai  
Principal & Chairman  
Internal Quality Assurance Cell  
Prabhat Kumar College, Contai

**P. K. COLLEGE, CONTAI**  
**NOTICE: IQAC/2020-2021/6**

An online meeting of IQAC will be held on 22.10.2021 at 1:30 p.m. on Google meet platform to discuss the following agenda-

1. Confirmation of the previous meeting.
2. Vaccination Camp
3. Regular Sanitization of the Campus
4. Allocation of some fund towards developing of Arsenic absorbing materials
5. Proposal of Solar Power Generation based projects to different funding agency & Estimation of such projects of 10-15-20 kW solar power generation.
6. Biodiversity Park & Butterfly-garden (in-Campus)
7. IQAC recommendation on mechanism on classes in blended mode
8. Energy, Green & Environment Audit for 2020-21
9. Psycho-support Cell

All members are requested to remain present in the meeting.

1. MR. Adityabikram Mohan Hirani , IAS, SDO, Contai (Administrator)
2. DR. Swapan Kr. Mishra, Principal, Mugberia Gangadhar Mahavidyalaya
3. DR. Subrata Sahoo
4. DR. Goutam Manna
5. MR. Bivash Majumder
6. DR. Dhruvajyoti Pahari
7. DR. TithiMaity
8. DR. AweekSamanta
9. Sri Biswajit Das

Date: 18.10.2021



Principal &  
Chairman, IQAC  
Prabhat Kumar College , Contai  
*Principal & Chairman*  
Internal Quality Assurance Cell  
Prabhat Kumar College, Contai



Coordinator, IQAC  
Prabhat Kumar College , Contai

*Co-ordinator,*  
Internal Quality Assurance Cell  
Prabhat Kumar College, Contai  
Contai, Purba Medinipur, W.B.- 721401



**Minutes of the Meeting of IQAC held on 22.10.2021**

Google Meet Invitation Link Provided : [meet.google.com/mcd-dbwu-nqc](https://meet.google.com/mcd-dbwu-nqc)

**Members Present**

1. Anil kumar De 22/10/21
2. ~~AD~~
3. Bivash Hajjoo
4. ~~AD~~
5. Titli Meity
6. Manna
7. Dhari
8. ~~AD~~ . 22/10/21
9. ~~AD~~
- 10.

The Principal and the Chairman of IQAC takes the chair, and the meeting starts.

**Agendum-1:** Confirmation of the previous meeting.

**Resolution:** The minutes of the previous meeting are read and after a brief discussion confirmed

**Agendum-2:** Vaccination Camp

**Resolution:** As the college is going to "re-open" after a prolonged closure of the same owing to the infection of Covid-19 and its several variants/mutants, and still the vaccination of a host of students is due, it is resolved that the Principal be requested to move for a Vaccination drive for the students of the college. Also, resolved that Dr. Chandan Mandal, Department of Political Science, be requested to monitor the camp for mass vaccination.

**Agendum-3:** Regular Sanitization of the Campus

**Resolution:** Since the college is going to "re-open" for all after a prolonged closure of the same owing to the infection of Covid-19 and its several variants/mutants, and since the threat of those mutants is still looming large on our heads, it is resolved after a thoughtful discussion that the appropriate measures be taken to regularly sanitize the college campus so that the all the stakeholders attending the campus for some reasons may remain safe from getting themselves infected with Covid-19 or its variants. Also resolved, that the Principal be requested to do the needful in this regard with the help of Fire Brigade and the Authority of Contai Municipality.

**Agendum-4:** Allocation of some fund towards developing of Arsenic absorbing materials

**Resolution:** It is resolved that the Principal be requested to allocate a certain amount of fund to be utilized by the department of Chemistry for the development of Arsenic Absorbing materials in near future.

**Agendum-5:** Proposal of Solar Power Generation based projects to different funding agency & Estimation of such projects of 10-15-20 kW solar power generation.

**Resolution:** Considering the depleting state of the natural resources being used for the generation of power, it is resolved that the college in near future will submit a proposal for a project on "Solar Power Generation" to generate 10-20 KW solar power to be placed in power grid.

**Agendum-6:** Biodiversity Park & Butterfly garden (in-Campus)

**Resolution:** Resolved that a Biodiversity Park with Butterfly garden be developed within the college campus, which not only will facelift the beauty of the campus but also help us to maintain and preserve the ecological balances.

**Agendum-7:** IQAC recommendation on mechanism on classes in blended mode

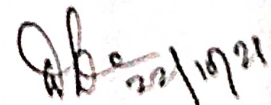
**Resolution:** Since the college is going to "re-open" on and from 16/11/2021 after a prolonged closure of the same owing to the infection of Covid-19 and its several variants/mutants, and since the threat of those mutants is still looming large on our heads, it is resolved after a thoughtful discussion that the blended mode in teaching be adopted, and the for the execution of the same the teachers will attend the college thrice a week to offer offline classroom teaching, and will continue to teach and work from home online on rest of the days of the week excluding Sunday.

**Agendum-8:** Energy, Green & Environment Audit for 2020-21

**Resolution:** As the institution "re-opens" after a prolonged closure of the same owing to the infection of Covid-19 and its several variants/mutants, it is resolved that the Principal be requested to perform the 'Energy, Green & Environment Audit' for 2020-21 to preserve the bio-diversity and maintain the ecological balance within the campus.

**Agendum-9:** Psycho-support Cell

**Resolution:** The Co-ordinator of IQAC proposes that a Psycho-support cell may be established with an object to meet or address the psychological crises of the students, if any. The other members of IQAC express their opinions and agree with the proposal of the Co-ordinator. So, it is resolved that a Psycho-Support Cell be established, and ipso facto, the honourable Principal be requested to kindly contact a psychiatrist who will remain associated with the cell and extend his/her assistance, whenever required.



Principal & Chairman,  
IQAC, Prabhat Kumar College, Contai  
Principal & Chairman  
Internal Quality Assurance Cell  
Prabhat Kumar College, Contai



**P. K. COLLEGE, CONTAI**  
**NOTICE: IQAC/2020-2021/7**

An online meeting of IQAC will be held on 09.11.2021 at 11:00 a.m. in the office room of the Principal to discuss the following agenda-

1. Confirmation of the previous meeting.
2. Submission of IIQA
3. Approval of IIQA and the follow-up actions related to the uploading of SSR of the Institution
4. Submission of AQAR, 2020-21
5. Career Talk Programme

All members are requested to remain present in the meeting.

1. MR. Adityabikram Mohan Hirani , IAS, SDO, Contai (Administrator)
2. DR. Swapan Kr. Mishra, Principal, Mugberia Gangadhar Mahavidyalaya
3. DR. Subrata Sahoo
4. DR. Goutam Manna
5. MR. Bivash Majumder
6. DR. Dhruvajyoti Pahari
7. DR. TithiMaity
8. DR. AweekSamanta
9. Sri Biswajit Das

Date: 01.11.2021



Principal &  
Chairman, IQAC  
Prabhat Kumar College ,Contai  
*Principal & Chairman*  
Internal Quality Assurance Cell  
Prabhat Kumar College, Contai



Coordinator, IQAC  
Prabhat Kumar College , Contai  
*Co-ordinator,*  
Internal Quality Assurance Cell  
Prabhat Kumar College, Contai  
Contai, Purba Medinipur, W.B.- 721401

## Minutes of the Meeting of IQAC held on 09.11.2021

### Members Present

1. Anil K. De 21/11/21
2. AB
3. Binash Majumdar
4. Titli Majumdar
5. Aneek Samanta
6. Shanna
7. Shari
8. (13)
9. I
- 10.

The Principal and the Chairman of IQAC takes the chair, and the meeting starts.

**Agendum-1:** Confirmation of the previous meeting.

**Resolution:** The minutes of the previous meeting are read and after a brief discussion confirmed

**Agendum-2:** Submission of IIQA

**Resolution:** Since we have been preparing for the Third Cycle of Assessment and Accreditation of our institution by NAAC and the preparation is almost completed, it is resolved that the IIQA be submitted soon. The Principal of the college be requested with due honour to do the needful for the same.

**Agendum-3:** Approval of IIQA and the follow-up action related to the uploading of SSR of the Institution

**Resolution:** The Co-ordinator of IQAC and the Principal of the college inform that the IIQA has been approved by NAAC on 28/11/2021, and we have only 45 days at our disposal for the SSR to be uploaded on the HEI portal. So, it is resolved that all the members of NACC committee of the college be requested to devote themselves at their best so that the Self Study Report (SSR) of the College must be uploaded within the due date.

**Agendum-4:** Submission of AQAR, 2020-21

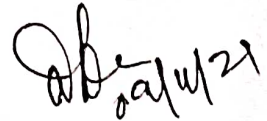
**Resolution:** The NAAC has approved the IIQA for the third cycle of Assessment and Accreditation of our institution, and has directed us to submit the SSR of the college of last five academic sessions. Now, it is the need of the hour to prepare the AQAR of 2020-21 to be incorporated within the SSR. So, resolved that the data related to the QLMs and QNMs of AQAR be accumulated to prepare the same and all the members of IQAC be requested to complete their assigned duties ASAP.

**Agendum-5:** Career Talk Programme



**Resolution:** Resolved that a Career Talk Programme proposed by the Labour Department, Directorate of Employment, Government of West Bengal be jointly organized by Career Counselling Cell, Internal Quality Assurance Cell (IQAC), and Institutional Innovative Council (IIC) in association with the Labour Department, Directorate of Employment, Government of West Bengal.

Since there is no other agendum to be discussed, the meeting comes to an end with a vote of thanks to and from the chair.



Principal & Chairman,  
IQAC, Prabhat Kumar College, Contai

*Principal & Chairman*  
**Internal Quality Assurance Cell**  
**Prabhat Kumar College, Contai**