

# **Sree Chaitanya College, Habra**

**IQAC Meeting held on 31.07.2018**

## **Agenda:**

- i) Completion of AQAR 2017-18.
- ii) Future plan of action for the academic session 2018-19
- iii) Miscellaneous

## **Members present:**

1. Dr. Indramohan Mandal -**Principal & Chairperson**
2. Dr. Dibyendu Panigrahi – **Co-ordinator**
3. Dr. Manik Bhakta
4. Sri Artatrana Gochhayat
5. Smt. Sanchita Mistry
6. Dr. Raja Basu
7. Dr. Swapan Kumar Biswas

## **Resolution:**

1. Completion of AQAR 2017-18 need to be done by September 2018.
2. The following future plans of action have been taken for the next academic year:
  - Preparation of AQAR 2018-19
  - Online admission
  - Office automation
  - Orientation Programme for students
  - Workshop on CAS
  - Health Awareness Programme
  - Preparation for introduction of CBCS curriculum
  - Proposal to all departments for organizing conference/ seminars/ workshops
  - Programme on training of the administrative staff
  - Programme on Gender sensitization
  - Programme on Career advancement for faculties
  - Programme on Environmental awareness
  - Encouraging research work for faculties for quality education
  - Library automation
  - Managing activities of different clubs and cells
  - Programme on reunion of Alumnus

Sd/-  
Principal