



## Women's college

### Internal Quality Assurance Cell

Date: 25<sup>th</sup> February, 2017

Fifth meeting of the Internal Quality Assurance Cell was held in the smart classroom at 1.00 pm on 23<sup>rd</sup> February, 2017 to discuss the issues as notified on 21<sup>st</sup> February, 2017.

The members of the cell present in the meeting are:

1. Principal
2. Dr. Narayan Bhattacharjee, Member
3. Dr. Rita Nayek, Member
4. Smt. Nivedita Dam, Member
5. Smt. Soma Banik, Member
6. Sri Balkrishna Choudhury, Member
7. Sri Ashish Saha, Member
8. Dr. Gautam Chel, Coordinator

#### Resolutions:

Following decisions were taken:

1. The resolutions of the previous meeting held on 19<sup>th</sup> November, 2016 were approved.
2. A technical assistant will be engaged (preferable salary @Rs. 5000/- per month) from 1.00 pm to 5.00 pm
3. For purchase of the computer and photocopying machine specifications will be placed to L.P.C.
4. College website will be updated and modified under the able-leadership of Smt. Sima Dutta.

Countersigned

  
Principal,  
Women's College

  
Coordinator  
Internal Quality Assurance Cell  
Women's College