

**GOVERNMENT OF TRIPURA
MAHARAJA BIR BIKRAM COLLEGE
AGARTALA : TRIPURA**

File No. F.9(85)/IQAC/MBBC/2018

Dated, Agartala, the 7th December 2019

Minutes of the meeting of the IQAC, M.B.B. College held on 07.12.2019

A meeting of core members of Internal Quality Assurance Cell (IQAC) is held today, the 7th December 2019 in the chamber of the Principal at 1 pm with Dr. Sambhunath Rakshit, Principal on the Chair, to discuss the following items of agenda. Dr. Dipankar Pal, Secretary, Teachers' Council & Dr. Dhrubo Charan Hota were also present in the meeting. Convener, Development Committee Sri Pradip Paria was also present.

Agenda:

1. Preparation of AQAR
2. Students' Feedback compilation & preparation of Report
3. Email id of students
4. Website of the college
5. Miscellaneous

Members present:

1. Dr. Dhrubo Charan Hota
2. Dr. Abhijit Sarkar
3. Dr. Sudhan Debnath
4. Dr. Dipankar Pal
5. Dr. Gourab Roy
6. Sri Pradip Paria

Action Taken Report:

1. The process of preparing the AQAR has been initiated. However, due to sudden crash of the college website, the process is somewhat slowed down. Effort is on to rectify the problem.
2. The processing of Students' Feedback is completed.
3. E-mail ids of students from some departments are yet reach.

Resolutions:

1. Teachers of all the departments may once again be requested to upload the class lectures, study materials, etc in college portal as & when the portal restores.
2. Library may be upgraded. Library Development Committee may look after this issue.
3. Academic calendar for next session may be prepared.
4. Proper documentation to be maintained by HODs/HODs
5. ICT enabled classes to be taken regularly from next session.

The meeting ended with thanks to the chair.



[Signature]
7.12.2019
Principal,
M.B.B. College,
Agartala, Tripura