

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

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

Dated, Agartala, the 5th December 2019

Minutes of the meeting of the IQAC, M.B.B. College held on 05.12.2019

A meeting of core members of Internal Quality Assurance Cell (IQAC) is held today, the 5th 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.

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. Ashis Mitra
2. Dr. Dhrubo Charan Hota
3. Dr. Abhijit Sarkar
4. Dr. Sudhan Debnath
5. Dr. Dipankar Pal

Action Taken Report:

1. Students' Feedback collected by esteemed teachers.

Resolutions:

1. The process of preparing AQAR will be initiated from 7th December 2019. The AQAR, as per new norm, is to be submitted online.
2. The collected Students' Feedback will be entered in the computer & compiled by Dr. Sandip Chakraborty. Dr. Chakraborty & Dr. Abhijit Sarkar will prepare the report.
3. The non-functional website will be maintained by its designer Sri Ratul Chakraborty, Assistant Professor.
4. The deadline of submission of email id of students has been extended to 11th December 2019. The soft copies are to be mailed to mbbcagt2015@gmail.com with a copy to ovjeet@gmail.com. The HODs who have not submitted yet are requested to mail at the earliest.

The meeting ended with thanks to the chair.



P 05.12.2019
Principal,
M.B.B. College,
Agartala, Tripura (W).