

# IQAc Meeting with Team 15

Date: 18/01/2021

Time: 1:00

Venue: IQAc Office

## List of Members Present:

- 1) Ranjita Debra - Ranjita 18/1/2021
- 2) Ranjit Das - Ranjit 18/01/2021
- 3) ~~Nandini~~ Nandini Sena - N Sena 18/1/2021
- 4) Niva Debra - N Debra 18/1/2021
- 5) Namita Das - Das
- 6) Gargee Sharma - G 18/01/2021
- 7) Arpita Das - A Das 18/01/21
- 8) Manjiv Kr. Mazumdar - M
- 9) Manoj Kr. Mahanta - M

## Proceedings & Resolution:

Discussions were held regarding the arrangements to be done for welcoming the Peer Team members on Day 1 upon arrival in the college campus. Discussions were held also for arrangements regarding the reception modalities at various points of the NAAC visit schedule viz. arrangements for refreshments, etc. Based upon the discussions, it has been resolved to undertake the following tasks -

- 1) To accord welcome reception to the NAAC Peer Team near the entrance of Block - A
- 2) To coordinate with the Food Committee / Stage & Pandal Com for various pertinent issues
- 3) To make the Examination Control Room as the make-up room & Pantry Room for refreshments storage