

## NOTICE

Dated: 03-01-2022

This is for information to all the members of the Mangaldai Commerce College that a General meeting will be held on 07-01-2022 at 1:00 PM in the Room No-1 to discuss the following agenda.

### Agenda:

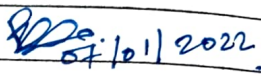
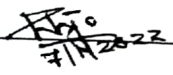
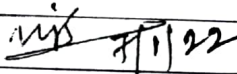
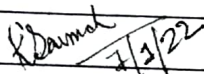
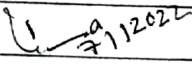
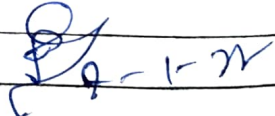
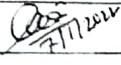
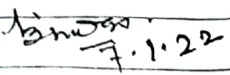
1. Formation of the IQAC Committee
2. Discussion regarding NAAC assessment

You all are requested to attend the same.

Principal  
Mangaldai Commerce College  
Mangaldai

H. H.  
03/01/2022  
Dr. Hemanta Chakravarty  
Coordinator, IQAC  
Mangaldai Commerce College.

A meeting of the IQAC Core Committee was held on 07-01-2022 at 1 PM in Room NO-1. The members present in the meeting are:-

<u>Members</u>	<u>Signature</u>
1. Mr. Pankaj Kumar Saha, Principal.	 07/01/2022
2. Dr. Hemanta Chakravarty, Coordinator -	 7/1/2022
3. Mrs. Minu Bora	MB 7.01.2022
4. Mr. Ujjwal Jyoti Saharia	 7/1/22
Dr. 5. Kinamani Sarma Bordoloi	 7/1/22
6. Mr. Ranjit Sarma	 7/1/2022
7. Mr. Probodh Sarma	 7-1-22
8. Mr. Babul Dutta	 7/1/2022
9. Mr. Shyamal Krishna Biswas	 7.1.22

Minutes of the Meeting held on 7<sup>th</sup> Jan, 2022 Date \_\_\_/\_\_\_/\_\_\_

The meeting started with Dr. Hemanta Chakravarty welcoming the teachers present in the meeting. Dr. Chakravarty urges upon the need of formation of the IQAC Committee immediately to cater the need of NAAC preparedness. Then he stressed about the NAAC assessment of the College in details. The meeting ended with a vote of Thanks after listening the various members deliberations.

*H.A.*  
07/01/2022

(Dr. Hemanta Chakravarty)  
Coordinator,  
Internal Quality Assurance Cell, IQAC  
Mangaldai Commerce College.

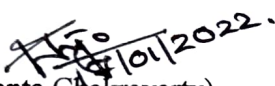
**MANGALDAI COMMERCE COLLEGE**

**NOTICE: 17-01-2022**

(Conveners meeting)

This is for information of all the Conveners of that a meeting of all the Conveners of the Seven (7) Criterias will be held on 20<sup>th</sup> January, 2022 in Room No.01 at 12.00 Noon to discuss about the future Action Plan of IQAC of the college.

All are requested to attend the same without fail.

  
(Dr. Hemanta Chakravarty)

Co-ordinator, IQAC  
Mangaldai Commerce College

  
(Pankaj Kr. Saha)

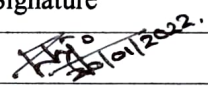
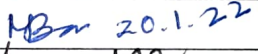
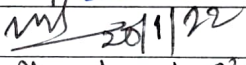
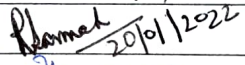
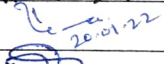
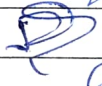
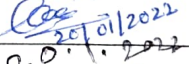
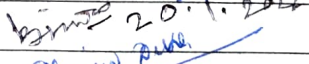
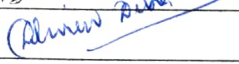
Principal & Chairperson, IQAC  
Mangaldai Commerce College

Principal  
Mangaldai Commerce College  
Mangaldai

**MCC: CONVENERS MEETING (IQAC)****Date: 20-01-2022,****Time: 12.00 Noon,****Venue: Hall No.01****AGENDA**

1. Explanation of the meeting by the IQAC Coordinator.
2. Future Action Plan of IQAC of the college
3. AOB

**Members Present:**

SI	Name	Signature
1	Dr. Hemanta Chakravarty	 20/01/2022.
2	Mrs. Minu Bora	 MB 20.1.22
3	Mr. Ujjwaljyoti Saharia	 20/1/22
4	Dr. Rinamoni Sarma Bordoloi	 20/01/2022
5	Mr. Ranjit Sarma	 20.01.22
6	Mr. Prabodh Sarma	 20-1-22
7	Mr. Babul Dutta	 20/01/2022
8	Mr. Shyamal Krishna Biswas	 20.01.2022
9	Dr. Dhiren Deka	 20/01/2022

(9)

Minutes of the Meeting held on 20<sup>th</sup> January, 2022 Date \_\_\_/\_\_\_/\_\_\_

The meeting started with Dr. Hemanta Chakravarty, IQAC Coordinator welcoming the Convenors of the 7 (Seven) Criteria. The Coordinator invited all the Convenors to put forward their views about future action plan to be taken in coming days. The Convenors of the 7 (Seven) Criteria had detailed discussion as regards to future plan of action of IQAC. Mrs. Minu Bora, Convenor of Curricular Planning and Implementation discussed about feedback system on the academic performance and ambience of the institution from various stakeholders, such as students, teachers, employers and alumni. Mr. Ujjwaljyoti Saharia, Convenor of Teaching Learning and Evaluation delivered action plan about Programme Outcomes (POs) and Course Outcomes (COs) for all programmes offered by the college. Likewise, Mr. Ranjit Sarma, Convenor of Infrastructure and Learning Resources stated that he is preparing to calculate percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component.

The Coordinator proposed to organize an Alumni Meet  
in the month of April, 2022.



Principal  
Mangaldai Commerce College  
Mangaldai

20/04/2022

(Dr. Hemanta Chakraborty)  
Coordinator,  
Internal Quality Assurance Cell (IQAC)  
Mangaldai Commerce College.

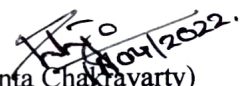
**MANGALDAI COMMERCE COLLEGE**



**NOTICE: 11-04-2022**

(Staff Meeting)

This is for information of all learned teaching staff including Librarian that a staff meeting of the college will be held on 13<sup>th</sup> April in Hall No. 01 at 11.00 AM to discuss about organize an Alumni Meet.

All are requested to attend the same without fail.

  
(Dr. Hemanta Chakravarty)  
Co-ordinator, IQAC  
Mangaldai Commerce College

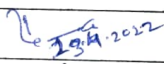


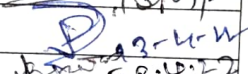
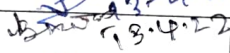
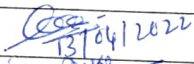
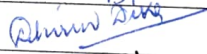
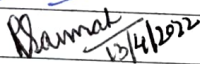
  
(Pankaj Kr. Saha)  
Principal & Chairperson, IQAC  
Mangaldai Commerce College  




**MCC: STAFF MEETING (IQAC)****Date: 13-04-2022,****Time: 11.00 a.m.,****Venue: Hall No.01****AGENDA**

1. Taking of Chair by the Principal & Chairperson, IQAC
2. Objectives of the meeting by Dr. Hemanta Chakravarty, Co-ordinator, IQAC
3. Organize Alumni Meet
4. Formation of Alumni Association
5. Vote of Thanks

**Members Present:**

SI	Name	Department	Signature
1.	Mr. Ranjit Sarma		 13/4/2022
2.	Dr. Hemanta Chakravarty		 13/04/2022
3.	Mrs. Minu Bora		MB 13.4.22
4.	Mr. Ujjwaljyoti Saharia		 13/04/22
5.	Mr. Prabodh Sarma		 13.4.22
6.	Mr. Shyamal Krishna Biswas		 13.4.22
7.	Mr. Babul Dutta		 13/04/2022
8.	Dr. Dhireu Deka		 13/4/2022
9.	Dr. Rinamoni Sarma Bordoli		 13/4/2022

Minutes of the Meeting held on 13<sup>th</sup> April, 2022


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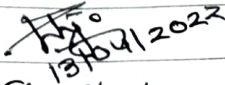
Date \_\_\_/\_\_\_/\_\_\_

The meeting started with Mr. Pankaj Kr. Saha, The Chairman of IQAC taking chair to act as President of the meeting and he welcomed the faculty members to the meeting.

The purpose of the meeting was forwarded by Dr. Hemanta Chakravarty, IQAC, Coordinator. The meeting decided to organize an Alumni Meet on 19<sup>th</sup> April, 2022. The IQAC Coordinator placed before the meeting that an Alumni Association will be formed in the Alumni Meeting to be held on 19<sup>th</sup> April, 2022. The meeting also decided that the Alumni Meeting will be organized by the Alumni Committee of the college with active cooperation of all teaching and non-teaching staff of the college.

The meeting ended with the vote of thanks from the Coordinator.

  
Principal  
Mangaldai Commerce College  
Mangaldai

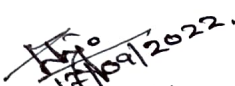
  
13/04/2022  
(Dr. Hemanta Chakravarty)  
Coordinator,  
Internal Quality Assurance Cell (IQAC)  
Mangaldai Commerce College.

**MANGALDAI COMMERCE COLLEGE****NOTICE: 17-09-2022**

(Staff Meeting)

This is for information of all learned teaching staff including Librarian that a NAAC Awareness meeting of the college will be held on 20<sup>th</sup> September, 2022 in Hall No.01 at 1.00 PM.

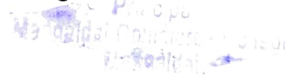
All are requested to attend the same without fail.

  
(Dr. Hemanta Chakravarty)

Co-ordinator, IQAC  
Mangaldai Commerce College

  
(Pankaj Kr. Saha)

Principal & Chairperson, IQAC  
Mangaldai Commerce College





Minutes of The Meeting held on 20<sup>th</sup> September, 2022

Date: / /

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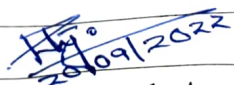
The meeting started with Mr. Pankaj Kumar Saha, the Chairman of IQAC taking chair to act as President of the meeting and he welcomed the faculty members to the meeting. The purpose of the meeting was forwarded by Dr. Hemanta Chakravarty, IQAC, Coordinator.

Mr. Pankaj Kumar Saha, Chairman of IQAC delivered the importance of NAAC Accreditation and stressed on assessment of the College as soon as possible.

Dr. Hemanta Chakravarty, IQAC Coordinator delivered in details about 7 (seven) criteria namely Curricular Aspects, Teaching Learning and Evaluation, Research Innovations and Extension, Infrastructure and Learning Resources, Student Support and Progression, Governance Leadership and Management and Institutional Values and Best Practices and different weight assigned to each criteria.



Principal  
Mangaldai Commerce College  
Mangaldai

  
20/09/2022

(Dr. Hemanta Chakravarty)  
Coordinator,

Internal Quality Assurance Cell (IQAC)  
Mangaldai Commerce College.

**MANGALDAI COMMERCE COLLEGE****NOTICE: 09-12-2022****(Conveners Meeting)**

This is for information of all the Conveners of the 7 (Seven) Criteria that a meeting will be held on 12<sup>th</sup> December, 2022 in Hall No.01 at 12.00 Noon.

All are requested to attend the same without fail.

(Dr. Hemanta Chakravarty)  
Co-ordinator, IQAC  
Mangaldai Commerce College



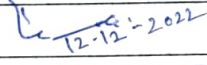

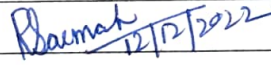

(Pankaj Kr. Saha)  
Principal & Chairperson, IQAC  
Mangaldai Commerce College

Principal  
Mangaldai Commerce College  
Mangaldai

**MCC: CONVENERS MEETING (IQAC)****Date: 12-12-2022,****Time: 12.00 Noon.****Venue: Hall No.01****AGENDA**

1. Taking of Chair by the Principal & Chairperson, IQAC
2. Objectives of the meeting by Dr. Hemanta Chakravarty, Co-ordinator, IQAC
3. NAAC Registration
4. Vote of Thanks

**Members Present:**

SI	Name	Signature
1.	Mr. Ranjit Sarma	 12-12-2022
2.	Dr. Hemanta Chakravarty	 12/12/2022
3.	Mrs. Minu Bora	MBx 12.12.2022
4.	Mr. Ujjwaljyoti Sahaia	
5.	Mrs. Rinamoni S. Bardoloi	 12/12/2022
6.	Mr. Prabodh Sarma	
7.	Mr. Babul Dutta	 12/12/2022
8.	Mr. Shyamal Krishna Biswas	
9.	Dr. Dhiren Deka	

The meeting started with Mr. Pankaj Kr. Saha, the Chairman of IQAC taking chair to act as President of the meeting and he welcomed the faculty members to the meeting. The purpose of the meeting was forwarded by Dr. Hemanta Chakravarty, IQAC Coordinator. The Coordinator requested all the convenors to accelerate all the NAAC related activities of all criteria. The meeting took the following resolution in the meeting:

1. The Meeting Resolved that the College is going to register in the NAAC portal in the month of January, 2023.
2. The Meeting Resolved that the College will submit the IQA and SSR very shortly.



Principal,  
Mangaldai Commerce College,  
Mangaldai.

  
12/12/2022

(Dr. Hemanta Chakravarty)  
Coordinator,  
Internal Quality Assurance Cell (IQAC)  
Mangaldai Commerce College.