

# TURKU HANSDA LAPSA HEMRAM MAHAVIDYALAY

(A Govt. Aided General Degree College affiliated to Burdwan University and registered u/s 2(f) & 12(B) of UGC Act, 1956)  
[Established in 2006 and Accredited 'B' by NAAC in 2016]

Vill-Madian, Mallarpur

PIN 731216, West Bengal

website- [www.thlmahavidyalay.ac.in](http://www.thlmahavidyalay.ac.in)



PO-Ganpur, Birbhum

Phone & Fax 03461-262175

email- [tlmprincipal@gmail.com](mailto:tlmprincipal@gmail.com)

## 6. Governance, Leadership and Management

### 6.5: Internal Quality Assurance System

6.5.2: Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented
2. Academic and Administrative Audit (AAA) and follow-up action taken
3. Collaborative quality initiatives with other institution(s)
4. Participation in NIRF and other recognized rankings
5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.

Document: ***IQAC Meeting Minute and Action taken Report (2022-23)***



*Shankari*  
Teacher-in-charge  
THLH Mahavidyalay  
Madian, Mallarpur, Ganpur  
Birbhum, Pin- 731216, W.B.



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# MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	15
তারিখ / Date	25/08/22

উপস্থিত সভ্যগণের নাম

NAME OF MEMBERS PRESENT

স্থান / Place	Principal's Chamber
সময় / Time	1.30 pm.

১/১	SK Nur Uddin	১১/১১	Blondal	২১/২১	
২/২	SK Nur Uddin	১২/১২	Jagannath Mandal	২২/২২	
৩/৩	Bratati Chakrabarti	১৩/১৩	Manabendra Ghosh	২৩/২৩	
৪/৪	Armit Chandra Das	১৪/১৪	Suman Mukherjee	২৪/২৪	
৫/৫	Nashim Razi	১৫/১৫		২৫/২৫	
৬/৬	Reba Das	১৬/১৬		২৬/২৬	
৭/৭	Kyamati Bhowmik	১৭/১৭		২৭/২৭	
৮/৮	Souli Chatterjee	১৮/১৮		২৮/২৮	
৯/৯	Rifat Ali	১৯/১৯		২৯/২৯	
১০/১০	Dipankar Saha	২০/২০		৩০/৩০	

Date: 25/08/2022

## MINUTES OF THE IQAC MEETING HELD ON 25/08/2022

### Agenda:

- Introduction of Add-on Courses by various Departments
- Continuation of Internal Exam
- Organization various Seminars, Workshops
- Preparation of AQAR
- Collection of Feedback
- Providing financial support to faculty to participate in webinars, seminars etc.
- Preparation of Internal Academic and Administrative Audit
- Misc.

## **Minutes/ Resolutions:**

IQAC decided to provide all technical support and expertise to all departments to organize Add-on courses..

It was unanimously decided to conduct Centralized Internal exam.

In the pursuit of further improving online teaching-learning in college, it was unanimously decided to organize Seminars and special lectures.

It was unanimously decided to do preparatory works for AQAR and documentation for NAAC.

It was unanimously decided to collect feedback from various stakeholders.

It was unanimously decided to avail financial support to faculty to participate in webinars, seminars etc.


It was unanimously decided to conduct Internal Academic and Administrative Audit

## **Action Taken Report:**

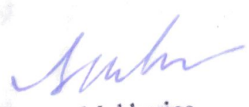
1. Various departments conducted Add-on courses.
2. Exam Cell conducted Internal exam.



3. Various Seminars, Special lecture was organized by various Departments.
4. AQAR preparation and documentation for NAAC started.
5. Online Feedback from various stakeholders was collected and the analysis was availed to the Principal.
6. Requests for financial support to the faculty to attend webinars, seminars were considered and funds were approved.
7. Internal Academic and Administrative Audit was conducted.

  
Dr Amit K Chakrabarty  
Principal

Principal  
THLH Mahavidyalaya  
Medan, Malpur, Gorpur  
Birohuni, WB

  
Dr Suman Mukherjee  
Coordinator, IQAC

Co-Ordinator, IQAC  
Tinku Mondal Laxa Kumar Mahapatra  
Malpur, Birghum, 731216 (WB.)



## MEETING RESOLUTION BOOK

উপস্থিত সভ্যগণের নাম

NAME OF MEMBERS PRESENT

মিটিং নং / Meeting No.	16
তারিখ / Date	22/12/22

স্থান / Place	Principals. chamber
সময় / Time	1:30 Pm

১/1. *[Signature]*  
 ২/2. Suman Mukherjee  
 ৩/3. SK NURUP  
 ৪/4. Boroladi Chakraborty  
 ৫/5. Amit Chandra Das  
 ৬/6. Hashim Raza  
 ৭/7. Reba Das  
 ৮/8. Kyawati Bandyopadhyay  
 ৯/9. Sanku Chatterjee  
 ১০/10. ASBor Ali

১১/11. Md. Hasan Askan  
 ১২/12. B. Lendal  
 ১৩/13. Jagannath Mandal  
 ১৪/14. Menaka Ghosh  
 ১৫/15. Suman Mukherjee  
 ১৬/16.  
 ১৭/17.  
 ১৮/18.  
 ১৯/19.  
 ২০/20.

২১/21.  
 ২২/22.  
 ২৩/23.  
 ২৪/24.  
 ২৫/25.  
 ২৬/26.  
 ২৭/27.  
 ২৮/28.  
 ২৯/29.  
 ৩০/30.

Date: 22/12/2022

## MINUTES OF THE IQAC MEETING HELD ON 22/12/2022

## Agenda:

Continuation of Internal Exam  
 Organization various Seminars, Special lectures  
 Introduction of Add-on Courses by various Departments  
 Preparation of AQAR  
 Collection of Feedback  
 Misc.

Members Present:



## Minutes/ Resolutions:

It was unanimously decided to conduct Centralized Internal exam.

In the pursuit of further improving online teaching-learning in college, it was unanimously decided to organize Seminars and Special lectures.

IQAC decided to provide all technical support and expertise to all departments to organize Add-on courses..

It was unanimously decided to do preparatory works for AQAR and documentation for NAAC.

It was unanimously decided to collect feedback from various stakeholders.

## Action Taken Report:

1. Exam Cell conducted internal exam.
2. Various Seminars, Special Lectures were organized by various Departments.
3. AQAR preparation and documentation for NAAC started.
4. Online Feedback from various stakeholders was collected and the analysis was availed to the Principal.

Dr Amit K Chakrabarty  
Principal

A DAW & SONS Product

Dr Suman Mukherjee  
Coordinator, IQAC

CO-Ordinator, IQAC  
Tarak Ranada Laha  
Mallapur, Birbhum, 731216 (M.B.)



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# MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	১৭
তারিখ / Date	০৯/০২/২৩

উপস্থিত সভ্যগণের নাম

NAME OF MEMBERS PRESENT

স্থান / Place	T.H.L.H. Mahavidyalaya
সময় / Time	১:০০ Pm

১/১. Ruksar Sultana  
 ২/২. Suman Mahanta  
 ৩/৩. Jagannath Mondal  
 ৪/৪. Harithon Roy  
 ৫/৫. Biswajit Chakrabarty  
 ৬/৬. Sanku Chatterjee  
 ৭/৭. Monalisa Ghosh  
 ৮/৮. Sanchita De  
 ৯/৯. Journik Paul  
 ১০/১০. Nuz Upsar  
Rabucharan Ratha

১১/১১. Ruksar Sultana  
 ১২/১২. Kyamalia Bairagya  
 ১৩/১৩. Vendri Chatteraj  
 ১৪/১৪. Reba  
 ১৫/১৫. Lopinath Indry  
 ১৬/১৬. Md. Hasan Askan  
 ১৭/১৭. Arnest Maada  
 ১৮/১৮. Subhas Mukherjee  
 ১৯/১৯. Raju Hembrun  
 ২০/২০. Chandan Mondal

২১/২১. Sujy Dutta  
 ২২/২২. Dipankar Saha  
 ২৩/২৩. Alexander Saha  
 ২৪/২৪. Bladul  
 ২৫/২৫. Mizanur Rehman  
 ২৬/২৬. Rudradex Ghosh  
 ২৭/২৭. Kanchen Paul  
 ২৮/২৮. Chandan Mondal (B)  
 ২৯/২৯. Amit Chandra Das  
 ৩০/৩০. Animesh Ray  
 ৩১. Jagannath Mondal

Date: 09/02/23

## MINUTES OF THE IQAC MEETING HELD ON 09/02/2023

### Agenda:

- 1) Organization various Seminars/Workshops
- 2) Preparation of AQAR
- 3) Preparation for Internal Exam
- 3) Collection of Feedback
- 4) Promotion of faculty members
- 5) Misc.

## Minutes/ Resolutions:

- \*In the pursuit of further improving teaching-learning in college, it was unanimously decided to organize various Seminars and Workshops in physical mode.
- \*It was unanimously decided to do preparatory works for pending AQAR.
- \*It was unanimously decided to do preparatory works for promotion of faculty members.
- \*It was unanimously decided to collect feedback from various stakeholders.
- It was unanimously decided to conduct offline exam.

## Action Taken Report:

1. Various Seminars, Workshops were organized by various Departments and Cells.
2. AQAR preparation and documentation for NIRF started.
3. Online Feedback from various stakeholders was collected and the analysis was availed to the Principal.
4. PBAS Document of faculty members whose promotion was due, were scrutinized and recommended for promotion.
5. Exam Cell conducted centralized Internal Exam.



Dr Amit K Chakrabarty  
Principal



Dr Suman Mukherjee  
Coordinator, IQAC

Coordinator, IQAC  
Dr. Suman Mukherjee  
7/12/16 (W.S.)





## MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	18
তারিখ / Date	23/03/23

উপস্থিত সভ্যগণের নাম

## NAME OF MEMBERS PRESENT

স্থান / Place	T.H.L.H. Mahavidyalaya
সময় / Time	12:30 PM

- ১/1. S. R. K.  
 ২/2. Suman Mukherjee  
 ৩/3. Anirban Das  
 ৪/4. Bidyut Mondal  
 ৫/5. Babucharan Patra  
 ৬/6. Chaman Mondal  
 ৭/7. Sujay Datta  
 ৮/8. Lakshmi Prasad  
 ৯/9. Sutosh Mukherjee  
 ১০/10. Jagannath Mondal  
 ১১. Ruksar Sultana

- ১১/11. Buddhader Ghosh  
 ১২/12. Charan Mondal  
 ১৩/13. Amit Chandra Das  
 ১৪/14. Mizanur Rehman  
 ১৫/15. Jayanta K. Barman  
 ১৬/16. Sanchita Samanta  
 ১৭/17. Mrigen Mondal  
 ১৮/18. Pratati Chakrabarty  
 ১৯/19. Menalina Ghosh  
 ২০/20. Sanchita De.  
 ২১. Beauty Mondal

- ২১/21. Mr. Hasan Askan  
 ২২/22. SK Nurul Haque  
 ২৩/23. Soumitra Das  
 ২৪/24. Jendri Chatterjee  
 ২৫/25. Souli Chatterjee  
 ২৬/26. Kashim Rana  
 ২৭/27. Kyamahi Sanyal  
 ২৮/28. Guru Charan Murmu  
 ২৯/29. Rajin Hembram  
 ৩০/30. Arnest Hansda  
 ৩১. Shilpi Krishna Saha  
 ৩২. Jagannath Mondal

Date: 23/03/23

## MINUTES OF THE IQAC MEETING HELD ON 23/03/2023

## Agenda:

- 1) Organization various Seminars/Workshops
- 2) Preparation of AQAR
- 3) Collection of Feedback
- 4) Preparation of Academic Audit
- 5) Misc.

Members Present:

## Minutes/ Resolutions:

- \*In the pursuit of further improving teaching-learning in college, it was unanimously decided to organize various Seminars and Workshops in physical mode.
- \*It was unanimously decided to do preparatory works for pending AQAR.
- It was unanimously decided to collect feedback from various stakeholders.
- \*It was unanimously decided to prepare Academic and Administrative Audit

## Action Taken Report:

1. Various Seminars, Workshops were organized by various Departments and Cells.
2. AQAR preparation and documentation started.
3. Academic and Administrative Audit Report prepared and placed to the office of the Principal.

Dr Amit K Chakrabarty  
Principal

Dr Suman Mukherjee  
Coordinator, IQAC

Co-Ordinator, IQAC  
Dr. Suman Mukherjee  
Bachchan, Birbhum, 731216 (W.B.)



# MEETING RESOLUTION BOOK

উপস্থিত সভ্যগণের নাম

NAME OF MEMBERS PRESENT

মিটিং নং / Meeting No.	19
তারিখ / Date	25/03/23

স্থান / Place	Principal's Chamber
সময় / Time	12:30 pm

১/১	Shrik	১১/১১	Babucharan Ratha	২১/২১
২/২	Suman Mukherjee	১২/১২	Bratati Chakrabarty	২২/২২
৩/৩	Bidyut K Mondal	১৩/১৩	Kyamelia Bourage	২৩/২৩
৪/৪	Soumik Paul	১৪/১৪	Saltan Ali	২৪/২৪
৫/৫	Buddhadev Ghosh	১৫/১৫	Maiganka Sekhar Sen	২৫/২৫
৬/৬	Nashim Riba	১৬/১৬	Raba Sen	২৬/২৬
৭/৭	Nur Uddin	১৭/১৭	Souli Chatterjee	২৭/২৭
৮/৮	Md. Hasan Akbar	১৮/১৮	X-Bar AG	২৮/২৮
৯/৯	Jaganmuth Mondal	১৯/১৯		২৯/২৯
১০/১০	Sanjit Chandra Sen	২০/২০		৩০/৩০

Date: 25/03/2023

## MINUTES OF THE IQAC MEETING HELD ON 25/03/2023

### Agenda:

- 1) Organization various Seminars/Workshops
- 2) Preparation of AQAR
- 3) Preparation for NAAC Cycle-2
- 4) Misc.

Members Present:



## Minutes/ Resolutions:

- \*In the pursuit of further improving teaching-learning in college, it was unanimously decided to organize various Seminars and Workshops in physical mode.
- \*It was unanimously decided to do preparatory works for pending AQAR.
- \*It was unanimously decided to do preparatory works for NAAC Cycle-2.

## Action Taken Report:

1. Various Seminars, Workshops were organized by various Departments and Cells.
2. AQAR preparation and documentation started.
3. NAAC Preparation and Documentation will be started

Dr Amit K Chakrabarty  
Principal

Dr Suman Mukherjee  
Coordinator, IQAC

Co-Ordinator, IQAC  
Dr Suman Mukherjee  
Birt: 3 731216 (JE)



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# MEETING RESOLUTION BOOK

উপস্থিত সভ্যগণের নাম

NAME OF MEMBERS PRESENT

মিটিং নং / Meeting No.	20
তারিখ / Date	31/03/23

স্থান / Place	Principal's chamber
সময় / Time	1:30 Pm

১/1. Suman Mukherjee	১১/11. SK. NWS. Upad	২১/21. Sadi Chettya
২/2. Subrata Mondal	১২/12. Bonaldi Chakrabarty	২২/22. J. J. or Ali
৩/3. Md. Hasan Askari	১৩/13. Hashim Raza	২৩/23. [Signature]
৪/4. Amit Chandra Das	১৪/14. Reba Das	২৪/24. [Signature]
৫/5. Jagannath Mandal	১৫/15. Kanchan Barua	২৫/25. [Signature]
৬/6. [Signature]	১৬/16. [Signature]	২৬/26. [Signature]

Date: 31/03/23

## MINUTES OF THE IQAC MEETING HELD ON 31/03/2023

### Agenda:

- 1) Organization various Seminars/Workshops
- 2) Preparation of AQAR & NIRF
- 3) Collection of Feedback
- 4) Promotion of faculty members
- 5) Misc.

### **Minutes/ Resolutions:**

- \*In the pursuit of further improving teaching-learning in college, it was unanimously decided to organize various Seminars and Workshops in physical mode.
- \*It was unanimously decided to do preparatory works for pending AQAR and NIRF.
- \*It was unanimously decided to do preparatory works for promotion of faculty members.
- \*It was unanimously decided to collect feedback from various stakeholders.

### **Action Taken Report:**

1. Various Seminars, Workshops were organized by various Departments and Cells.
2. AQAR preparation and documentation for NIRF started.
3. Online Feedback from various stakeholders was collected and the analysis was availed to the Principal.
4. PBAS Document of faculty members whose promotion was due, were scrutinized and recommended for promotion.

Dr Amit K Chakrabarty

Principal

THLH Mahavidyalaya  
Medinipur, Birbhum, W.B.

Dr Suman Mukherjee

Coordinator, IQAC

Co-Ordinator, IQAC  
THLH Mahavidyalaya  
Medinipur, Birbhum, 731216 (W.B.)