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# BIRPARA COLLEGE

( NAAC ACCREDITED )

P.O. Birpara, Dist. Alipurduar (W.B.)

PIN - 735 204

(A Govt. Aided Degree College  
Affiliated to the University of  
North Bengal & Enlisted Under  
Sec. 2(f) & 12(B) of UGC. Act.)



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Ref. BC/1(A)-2

Date 02/04/25

## NOTICE FOR EMERGENCY IQAC MEETING

02.04.2025

In view of the SOP sent by NAAC for the forthcoming NAAC Peer Team (Virtual) Visit Second Cycle, an emergency meeting of the IQAC, Birpara College, would be held in the IQAC Room on Friday dated 04.04.2025, at 2:30 PM to discuss the following agenda as hereunder:

1. To Discuss necessary preparations to be made for the forthcoming virtual (online) NAAC Visit according to SOP as intimated by email by NAAC Office, Bengaluru
2. To Provide the NAAC Peer Team with tentative dates of the forthcoming visit
3. Miscellaneous

All esteemed members are requested to attend the meeting.



Ranjit Roy

Coordinator

**IQAC BIRPARA COLLEGE**

**IQAC Coordinator, Birpara College**



Dr. Kaustav Chakrabarti

**BIRPARA COLLEGE**  
**Birpara, Alipurduar**

Principal, Birpara College

Copy to for the Kind Information of:

1. Prof. Sanatan Sarkar, Associate Professor and HoD, Dept. of Economics
2. Dr. Arnab Chakraborty, NAAC Convener and GB Member, Convener, Criterion 2 (NAAC 2<sup>nd</sup> Cycle), Birpara College
3. Prof. Dipankar Bhaumick, Associate Professor and GB Member, Convener, Criterion 4 (NAAC 2<sup>nd</sup> Cycle), Birpara College
4. Prof. Hrid Kamal Sarkar, Assistant Professor, Dept. of History, Convener, Criterion 1 (NAAC 2<sup>nd</sup> Cycle), Birpara College
5. Prof. Sk. Kamruzzaman, HoD, Dept. of Sociology, and GB Member, Convener, Criterion 2 (NAAC 2<sup>nd</sup> Cycle), Birpara College
6. Dr. Nikhilesh Bhattacharya, HoD, Dept. of English, Convener, Criterion 7 (NAAC 2<sup>nd</sup> Cycle), Birpara College
7. Smt. Asha Lama, Librarian and GB Member, Criterion Member (NAAC 2<sup>nd</sup> Cycle)
8. Prof. Bratati Saren, Assistant Professor, Dept. of Geography
9. Sri Vijay Gupta, Hon'ble External Member, IQAC, Advocate
10. Sri Utpal Kumar Roy, Hon'ble External Member, President, Birpara College Alumni Association

**An Emergency Meeting of the IQAC, Birpara College, was held on 04.04.2025, in the Meeting Room, for the forthcoming NAAC (online) Visit, Second Cycle.**

**The meeting was called to order by the Principal, Dr. Kaustav Chakrabarti.**

**The following Agenda of the said meeting were discussed accordingly under the following heads**

**Agenda 1: To discuss necessary preparations to be made for the forthcoming NAAC Peer Team (Virtual) Visit, Second Cycle according to SOP as intimated by email by NAAC Office Bengaluru**

**The House discussed the issue in detail and a collective decision was taken to assign various responsibilities with the kind consent of the esteemed members present which are as follows:**

- **Sri Sanjoy Das, ICT-in Charge, for coordinating the operation of online visit using web cameras.**
- **Mr. Utpal Roy, President Alumni Association, Birpara College, for Alumni Interaction with NAAC Peer Team in Coordination with the College authority.**
- **Student Interaction with Peer team Members to be coordinated by Hods of various departments.**

**Agenda 2: To provide the NAAC Peer team with tentative dates of the forthcoming visit**

**The House discussed the issue in detail and a collective decision was taken to assign tentative dates for the forthcoming NAAC Visit:**

- **First Option: 7<sup>th</sup> and 8<sup>th</sup> May, 2025**
- **Second Option: 9<sup>th</sup> and 10<sup>th</sup> May, 2025**
- **Third Option: 14<sup>th</sup> and 15<sup>th</sup> May, 2025**

### **Miscellaneous**

**The House discussed the issue of mini SSR in detail and it was resolved to provide the same for the Academic Session (July 2024-June2025)**

**All department related documents to be completed for uploading in the College website within 15.04.2025**

**Installation of Web Cameras at various important points of the College Campus for live streaming during the NAAC Visit.**

**The Meeting ended with a vote of thanks to the Chair**

*Kaustav Chakrabarti*

**PRINCIPAL  
BIRPARA COLLEGE  
BIRPARA, ALIPURDUAR**