



SACHIN DEBBARMAN MEMORIAL GOVT. MUSIC COLLEGE

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No.F.2 (15)-SDMGMC/IQAC/2014/ 369(A)

Date – 21stSept. 2021

Minutes of 26th Meeting of IQAC

A meeting of Internal Quality Assurance Cell (IQAC) with all the administrative staff has been organized in the IQAC room. Chairperson and Principal in Charge, Dr.Tripti Watwe welcomed all members in the meeting; She expressed hope for active participation of all the members in the Planning & Development of the College. The meeting was conducted maintaining all the SOPs of COVID 19.

After detailed discussion it has been resolved that:

1. In view of the NAAC related works, the following official works need to be kept ready – Work Distribution Chart, Audit Compliance Report, External Funding Agency Statement, Proper maintaining of official files, Stipend Records, Admission Register, Updated Service Books, Official Purchases and Store Verification Report and other important administrative works.
2. All the administrative staff to fully cooperate with the NAAC Coordinator for the successful completion of the NAAC process.
3. Requisition of necessary items to be purchased and repaired for the smooth conduct of official works to be conveyed to the Purchase Committee for the necessary course of action.

The meeting ended with a vote of thanks from Coordinator IQAC.

The following members attended the meeting :

1. Dr. (Nilima Das)
2. Smt. Shilparini Das
3. Jayantee Bhattacharya
4. Dr. Siddhartha Choudhury.

21/09/21
(DR. Tripti Watwe)
Principal-in-charge,
H.O. & D.D.O. Code-08230
S.D. Barman Memorial Govt.
Music College, Agartala, Tripura (M)



21/9/21
Co. ordinator, IQAC
SDM Govt. Music College,
Agartala, Tripura (West).