



SACHIN DEBBARMAN MEMORIAL GOVT. MUSIC COLLEGE

Lichubagan, Agartala, Pin-799010

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No.F.2(15)-SDMGMC/IQAC/2014/563(A) Date – 29th Oct. 2021

Minutes of 28th Meeting of IQAC

A meeting of Internal Quality Assurance Cell (IQAC) with all the Convenors of the committees constituted for NAAC team visit 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. The Transportation Committee to arrange three cars preferably sedans for the NAAC team members
2. The Refreshment and Accommodation Committee to make arrangements for refreshment and accommodation for the NAAC team members. the committee must prepare a list of hotels for accommodation and restaurants for lunches, snacks and other meals well in advance.
3. The Reception Committee must ensure grand reception for the NAAC team. The committee must prepare welcome and exit flex, tree plantation arrangements, the committee must prepare students to face the NAAC team.
4. The Technical Committee must make necessary arrangements for the successful PPT presentations, also ensure uninterrupted internet connectivity, videography of the whole NAAC team visit and keep laptops, printers, pendrives ready for the use of the NAAC team.
5. The Cultural Committee should plan cultural programmes for two days of the visit involving both students and faculty members.
6. The Beautification Committee must complete all the beautification works of the campus well in advance. During the NAAC team visit special attention needs to be given to the toilets.
7. The detailed schedule of the team visit will be prepared by IQAC prior to the visit.

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

The following members attended the meeting :

Signature.

① Arinjal Roy.

② Debprata Talukder

③ Nandya Majumdar

④ Manasini Ghosh

⑤ Sanhita Ghosh

⑥ Kalpana Deej.

⑦ Chanda Nandi.

⑧ Suman Ghosh.

⑨ Anamika Samal

⑩ Adhartha

29/10/21
(DR. TRIPTI WATWE)
Principal in charge,
I.O. & D.D.O. Code-8230
D. Barman Memorial Govt.
Music College, Agartala, Tripura (W)



29/10/21
Coordinator IQAC
Sachin Debbarman Memorial Govt. Music College