**Resolution-04 Dt.15/12/14**

As scheduled the meeting of IQAC was held in the office of the principal with the Academic Bursar as a special invite to the forum. The other three stake holders too had attended the meeting receiving the telephone from the coordinator and the principal cum chairman.

Academic bursar confessed in the meeting that principal had notified earlier to the HODs of all departments to apprise him about the completion of course and they have in the mean while also submitted their completion certificate to the principal. Examining those certificate it was found that maximum departments have failed to complete their courses. The cell deeply regretted for this and requested the principal and the academic bursar to arrange extra classes for the incomplete topics and get them finished by the January.

The cell further requested the principal and the academic bursar to continue remedial classes for a bit longer and the eminent stake hold Dr.Janardan behera requested the bursar to arrange the good handouts for the brilliant chaps, written by the teachers following several references so as to enable them to score high percentage in the examination.

The IQAC requested to the principal to collect feed back from the students and discuss with the concern teachers according to the remarks of the students given in their forms.

Another stake lower Dr.Nandi, the Dy librarian of National library, Kolkata advised the principal if the students are assembled in the reading room to read the teachers enjoying the hour of leisure in common room need be requested to supervise them so as to enable them to chalk out the right points from the reference books as the guides do in the National Library.

All the members realized the suggestion and thought it to be authentic. The academic bursar and the Principal assured the house that they would request the teachers to take such strenuous task.

The meeting was closed and the coordinator extended his thanks for the chair persons, members and specially for the stake holders who had provided their time for it.

Sd/-

Principal