

To
The Internal Members,
IQAC, Brahmananda Keshab Chandra College,
Kolkata-108.

2.12.18

Sir/Madam,

A meeting of the Internal Quality Assurance Cell (IQAC) of Brahmananda Keshab Chandra College will be held on 7.12.18 at 12.30 pm at the Committee Room to discuss the following agenda :

- 1) A report on the work done by the IQAC from July 2017 till date
- 2) Seminar proposal of IQAC to be submitted to NAAC
- 3) Steps taken by the college following suggestions given by NAAC
- 4) Budget for the IQAC
- 5) Future plans
- 6) Miscellaneous

Please make it convenient to attend the meeting.

Thanking you.

Yours sincerely,

Coordinator IQAC