

**MURALIDHAR GIRLS' COLLEGE**  
**P-411/14, Gariahat Road, Kolkata-700029**

This is to notify that a meeting of the internal members of the IQAC is scheduled to be held on **07.07.2021** at **12 noon** on the virtual platform of **Google Meet** on the agenda given below. The Meeting ID will be sent to the respective Email id of all the internal members. All the members are hereby requested to join the meet positively.

**AGENDA:**

1. Confirmation of minutes of the last meeting held on 14.05.2021.
2. Celebration of the 80<sup>th</sup> Anniversary of Muralidhar Girls' College.
3. Implementation of the Learning Management System and training programme.
4. Purchase of G-suite for the College.
5. To organise Career Counselling Programmes in the Academic Session 2021-22.

*Suvasree Dutta 01/07/21*

Dr. Suvasree Dutta (Dasgupta)  
IQAC Co-ordinator  
Muralidhar Girls' College  
Kolkata.

COORDINATOR, IQAC  
**MURALIDHAR GIRLS' COLLEGE**  
P-411/14 Gariahat Road  
Kolkata-700029

*Kinjalkini Biswas 1.7.21*

Dr. Kinjalkini Biswas  
Principal & Chairperson, IQAC  
Muralidhar Girls' College  
Kolkata.

*Principal*  
**Muralidhar Girls' College**

**Muralidhar Girls' College**  
**Internal Quality Assurance Cell (IQAC)**  
**MINUTES OF THE MEETING OF IQAC, HELD ON 07.07.2021**

The meeting of the internal members of the IQAC team, 2020 was held on **07.07.2021** from **12 noon** onwards through Google Meet.

**Members Present:**

1. Dr. Kinjalkini Biswas, Principal & Chairperson
2. Dr. Suvasree Dutta (Dasgupta), Assistant Professor, Geography, Coordinator
3. Dr. Sampriti Biswas, Assistant Professor, Sanskrit
4. Dr. Minati Saha, Assistant Professor, Education
5. Prof. Shashi Subba, Assistant Professor, Journalism & Mass Communication
6. Prof. Bidisha Biswas Assistant Professor, English
7. Dr. Sushmita Sengupta Assistant Professor, History
8. Prof. Pralay Mandal Assistant Professor, Sanskrit
9. Smt. Bangasree Dey, Librarian
10. Smt. Iman Ghosh, Assistant Professor, English

**AGENDA:**

1. Confirmation of minutes of the last meeting held on 14.05.2021.
2. Celebration of the 80<sup>th</sup> Anniversary of Muralidhar Girls' College.
3. Implementation of the Learning Management System and training programme.
4. Purchase of G-suite for the College.
5. To organise Career Counselling Programmes in the Academic Session 2021-22.

**RESOLUTIONS:**

1. Meeting minutes of the last meeting held on 14.05.2021 were read out and duly confirmed by the body.
2. The Principal informed the body that the 80<sup>th</sup> Anniversary of the College was on 2020 which could not be celebrated due to the pandemic. It was unanimously resolved that the celebrations of the 80<sup>th</sup> Anniversary would be held online along with alumni and former staff of the College.
3. The implementation of Learning Management System was discussed. It was resolved that the implementation of LMS would be accompanied with online training programme for the staff and students.
4. Purchase of G-suite was discussed for the purpose of holding large Google Meets and recording such meets, as well as for utilizing Google Classroom and other facilities. It was resolved that the College would purchase a G-suite Account.

5. It was resolved that a number of Career Counselling Programmes would be held for raising awareness about various career options amongst the students, especially those in final year.

*Suvasree Dutta 20/7/21*

Dr. Suvasree Dutta (Dasgupta)  
IQAC Co-ordinator  
Muralidhar Girls' College  
Kolkata.

**COORDINATOR, IQAC**  
**MURALIDHAR GIRLS' COLLEGE**  
**P-411/14 Gariahat Road**  
**Kolkata-700029**

*Kinjalini Biswas 20.7.21*

Dr. Kinjalini Biswas  
Principal & Chairperson, IQAC  
Muralidhar Girls' College  
Kolkata.

*Principal*  
**Muralidhar Girls' College**

**MURALIDHAR GIRLS' COLLEGE**  
**P-411/14, Gariahat Road, Kolkata-700029**

This is to notify that a meeting of the internal members of the IQAC is scheduled to be held on **19.08.2021** at **12 noon** on the virtual platform of **Google Meet** on the agenda given below. The Meeting ID will be sent to the respective Email id of all the internal members. All the members are hereby requested to join the meet positively.

**AGENDA:**

1. Confirmation of minutes of the last meeting held on 07.07.2021.
2. To initiate second phase of Add-On Courses.
3. To conduct Administrative and Academic Audit for last 5 years.
4. To renew the MoU with Hulladek for the purpose of e-waste recycling.
5. To celebrate International Women's Day on 8<sup>th</sup> March, 2022.

*Suvasree Dutta 07/08/21*

Dr. Suvasree Dutta (Dasgupta)  
IQAC Co-ordinator  
Muralidhar Girls' College  
Kolkata.

**COORDINATOR, IQAC**  
**MURALIDHAR GIRLS' COLLEGE**  
**P-411/14 Gariahat Road**  
**Kolkata-700029**

*Kinjalkini Biswas*

Dr. Kinjalkini Biswas 7.8.21  
Principal & Chairperson, IQAC  
Muralidhar Girls' College  
Kolkata.

*Principal*  
**Muralidhar Girls' College**

**Muralidhar Girls' College**  
**Internal Quality Assurance Cell (IQAC)**  
**MINUTES OF THE MEETING OF IQAC, HELD ON 19.08.2021**

The meeting of the internal members of the IQAC team, 2020 was held on 19.08.2021 from 12 noon onwards through Google Meet.

**Members Present:**

1. Dr. Kinjalkini Biswas, Principal & Chairperson
2. Dr. Suvasree Dutta (Dasgupta), Assistant Professor, Geography, Coordinator
3. Dr. Sampriiti Biswas, Assistant Professor, Sanskrit
4. Dr. Minati Saha, Assistant Professor, Education
5. Prof. Shashi Subba, Assistant Professor, Journalism & Mass Communication
6. Prof. Bidisha Biswas Assistant Professor, English
7. Dr. Sushmita Sengupta Assistant Professor, History
8. Prof. Pralay Mandal Assistant Professor, Sanskrit
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10. Smt. Iman Ghosh, Assistant Professor, English

**AGENDA:**

1. Confirmation of minutes of the last meeting held on 07.07.2021.
2. To initiate second phase of Add-On Courses.
3. To conduct Administrative and Academic Audit for last 5 years.
4. To renew the MoU with Hulladek for the purpose of e-waste recycling.
5. To celebrate International Women's Day on 8<sup>th</sup> March, 2022.

**RESOLUTIONS:**

1. Meeting minutes of the last meeting were read out and duly confirmed by the body.
2. Given the enthusiastic response to the first phase of Add on courses, it was unanimously resolved that a second phase of add-on-courses would be held.
3. It was resolved that Administrative and Academic Audits for 2016-17, 2017-18, 2018-19, 2019-20 & 2020-21 would be held.
4. Singing of MoU with Hulladek for the purpose of e-waste recycling was discussed and it was duly resolved that such on MoU would be signed.
5. It was resolved that Women's Day would be celebrated through inter-departmental poster making contest.

*Suvasree Dutta 25/8/21*  
Dr. Suvasree Dutta (Dasgupta)  
IQAC Co-ordinator  
Muralidhar Girls' College  
Kolkata.

**COORDINATOR, IQAC**  
**MURALIDHAR GIRLS' COLLEGE**  
**P-411/14 Gariahat Road**  
**Kolkata-700029**

*Kinjalkini Biswas 25.8.21*  
Dr. Kinjalkini Biswas  
Principal & Chairperson, IQAC  
Muralidhar Girls' College  
Kolkata.

**Principal**  
**Muralidhar Girls' College**



**MURALIDHAR GIRLS' COLLEGE**  
**P-411/14, Gariahat Road, Kolkata-700029**

This is to notify that a physical meeting of the internal members of the IQAC is scheduled to be held on 16.11.2021 at 2 p.m. in the college premises on the agenda given below. All the members are hereby requested to join the meet positively.

**AGENDA:**

1. Confirmation of minutes of the last meeting held on 19.08.2021.
2. Preparation of SSR for the impending NAAC visit.
3. To initiate the Teachers' feedback form through the College Website.
4. To renew the registration Alumni Association.
5. To approach different organisations for Corporate Social Responsibility funds in aid of the College.

*Suvasree Dutta 9/11/21*

Dr. Suvasree Dutta (Dasgupta)  
IQAC Co-ordinator  
Muralidhar Girls' College  
Kolkata.

**COORDINATOR, IQAC**  
**MURALIDHAR GIRLS' COLLEGE**  
**P-411/14 Gariahat Road**  
**Kolkata-700029**

*Kinjalkini Biswas 9.11.21*

Dr. Kinjalkini Biswas  
Principal & Chairperson, IQAC  
Muralidhar Girls' College  
Kolkata.

*Principal*  
**Muralidhar Girls' College**

**Muralidhar Girls' College**  
**Internal Quality Assurance Cell (IQAC)**  
**MINUTES OF THE MEETING OF IQAC, HELD ON 16.11.2021**

The meeting of the internal members of the IQAC team, 2020 was held on 16.11.2021 from 2 p.m. onwards at the college premises.

**Members Present:**

1. Dr. Kinjalkini Biswas, Principal & Chairperson
2. Dr. Suvasree Dutta (Dasgupta), Assistant Professor, Geography, Coordinator
3. Dr. Sampriti Biswas, Assistant Professor, Sanskrit
4. Dr. Minati Saha, Assistant Professor, Education
5. Prof. Shashi Subba, Assistant Professor, Journalism & Mass Communication
6. Prof. Bidisha Biswas Assistant Professor, English
7. Dr. Sushmita Sengupta Assistant Professor, History
8. Prof. Pralay Mandal Assistant Professor, Sanskrit
9. Smt. Bangasree Dey, Librarian
10. Smt. Iman Ghosh, Assistant Professor, English

**AGENDA:**

1. Confirmation of minutes of the last meeting held on 19.08.2021.
2. Preparation of SSR for the impending NAAC visit.
3. To initiate the Teachers' feedback form through the College Website.
4. To renew the registration Alumni Association.
5. To approach different organisations for Corporate Social Responsibility funds in aid of the College.

**RESOLUTIONS:**

1. The minutes of the last meeting held on 19.08.2021 was read out and duly confirmed.
2. The Principal informed the committee about the need to prepare the SSR at the earliest in light of the expiry of the accreditation period of earlier NAAC visit.
3. It was unanimously resolved that Teachers' feedback system would be initiated through the College website.
4. The Principal informed the Committee the society registration for the Alumni Association needs to be renewed to that effect, it was decided that the Passbook of the Bank Account of Alumni Association would be updated at the earliest.
5. It was unanimously resolved that different bodies, organizations, corporations etc would be approached for directing their Corporate Social Responsibility funds in aid of the College.

*Suvasree Dutta 30/11/21*

Dr. Suvasree Dutta (Dasgupta)  
IQAC Co-ordinator  
Muralidhar Girls' College  
Kolkata.

*Kinjalkini Biswas 30.11.21*

Dr. Kinjalkini Biswas  
Principal & Chairperson, IQAC  
Muralidhar Girls' College  
Kolkata.

COORDINATOR, IQAC  
MURALIDHAR GIRLS' COLLEGE  
P-411/1, Gariahat Road  
Kolkata-700029

Principal  
Muralidhar Girls' College

**MURALIDHAR GIRLS' COLLEGE**  
**P-411/14, Gariahat Road, Kolkata-700029**

This is to notify that a meeting of the internal members of the IQAC is scheduled to be held on **09.02.2022** at **12:30 p.m.** in the college premises on the agenda given below. All the members are hereby requested to join the meeting positively.

**AGENDA:**

1. Confirmation of minutes of the last meeting held on 16.11.2021.
2. Discussion regarding celebration of International Mother Tongue Day by the Department of Bengali.
3. Discussion regarding celebration of 75 years of India's independence.
4. Discussion regarding external and internal academic audit for 2021—22 session.
5. Discussion regarding organising of Anandamela in 2022.
6. Discussion regarding possibility of organising a breast cancer screening camp in college.
7. Miscellaneous.

*Suvasree Dutta 3/2/22*

Dr. Suvasree Dutta (Dasgupta)  
IQAC Co-ordinator  
Muralidhar Girls' College  
Kolkata.

COORDINATOR, IQAC  
MURALIDHAR GIRLS' COLLEGE  
P-411/14 Gariahat Road  
Kolkata-700029

*Kinjalkini Biswas 3.2.22*

Dr. Kinjalkini Biswas  
Principal & Chairperson, IQAC  
Muralidhar Girls' College  
Kolkata.

DR. KINJALKINI BISWAS  
Principal  
Muralidhar Girls' College  
Kolkata-700029



**Muralidhar Girls' College**

**Internal Quality Assurance Cell (IQAC)**

**MINUTES OF THE MEETING OF IQAC, HELD ON 09.02.2022**

The meeting of the internal members of the IQAC team, 2020 was held from 12:30 p.m. onwards in the college premises.

**Members Present:**

1. Dr. Kinjalkini Biswas, Principal & Chairperson
2. Dr. Suvasree Dutta (Dasgupta), Assistant Professor, Geography, Coordinator
3. Dr. Sampriti Biswas, Assistant Professor, Sanskrit
4. Dr. Minati Saha, Assistant Professor, Education
5. Prof. Shashi Subba, Assistant Professor, Journalism & Mass Communication
6. Prof. Bidisha Biswas Assistant Professor, English
7. Dr. Sushmita Sengupta Assistant Professor, History
8. Prof. Pralay Mandal Assistant Professor, Sanskrit
9. Smt. Bangasree Dey, Librarian
10. Smt. Iman Ghosh, Assistant Professor, English

**AGENDA:**

1. Confirmation of minutes of the last meeting held on 16.11.2021.
2. Discussion regarding celebration of International Mother Tongue Day by the Department of Bengali.
3. Discussion regarding celebration of 75 years of India's independence.
4. Discussion regarding external and internal academic audit for 2021—22 session.
5. Discussion regarding organising of Anandamela in 2022.
6. Discussion regarding possibility of organising a breast cancer screening camp in college.
7. Miscellaneous.

**RESOLUTIONS:**

1. The minutes of the last meeting held on 16.11.2021 were read out and duly confirmed by the body.
2. It was unanimously resolved that the Department of Bengali would celebrate the International Mother Tongue Day on 21.02.2022.
3. It was unanimously resolved that 75 years of Indian Independence would be celebrated on 15.08.2022.
4. It was unanimously resolved that internal and external academic audit of the departments would be held for the academic session of 2021-22 to assess the

academic quality parameters being maintained by them. The IQAC coordinator would circulate the format for the departments to follow in order to ensure uniformity to the extent possible.

5. It was unanimously resolved that Anandamela would be organised on the last working day before the commencement of puja vacation, as it usually is, to encourage the entrepreneurial spirit of the students and alumni, after the brief pause of the pandemic period.
6. It was unanimously resolved that, under the aegis of IQAC, Breast Cancer Screening Camp for staff and students would be organised in collaboration with an NGO.

The meeting came to an end with permission of and thanks to the Chair.

*Suvasree Dutta* 20/2/22

Dr. Suvasree Dutta (Dasgupta)  
IQAC Co-ordinator  
Muralidhar Girls' College  
Kolkata.

COORDINATOR, IQAC  
MURALIDHAR GIRLS' COLLEGE  
P-411/14 Gariahat Road  
Kolkata-700029

*Kinjalkini Biswas* 20.2.22  
Dr. Kinjalkini Biswas  
Principal & Chairperson, IQAC  
Muralidhar Girls' College

DR. KINJALKINI BISWAS  
Principal  
Muralidhar Girls' College  
Kolkata-700029