



Ph. Office : 2464-1312  
Principal : 2464-4371

# Muralidhar Girls' College

P-411/14, GARIAHAT ROAD, BALLYGUNGE, KOLKATA - 700 029  
(NAAC ACCREDITED - B+ +)

Ref. No.....

Date 17/7/22

This is to notify that a meeting of the internal members of the IQAC is scheduled to be held on 24<sup>th</sup> August, 2022, at 2:30 pm 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 last meeting held on 9<sup>th</sup> February, 2022.
2. To fix deadline for final submission of Self Study Report.
3. Discussion regarding conducting Academic and Administrative Audit for academic session 2021 -22.
4. To discuss conducting of green audit for 2021 -22.
5. To discuss faculty exchange with colleges with whom MoU has been signed.
6. Miscellaneous

*Suvasree Dutta* 17/7/22  
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* 17.7.22  
Dr. Kinjalkini Biswas  
Principal & Chairperson, IQAC  
Muralidhar Girls' College  
Kolkata.

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



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Ph. Office : 2464-1312

Principal : 2464-4371

Ref. No.....

Date 31/8/22

## MINUTES OF THE MEETING OF IQAC, HELD ON 24.08.2022

The meeting of the internal members of the IQAC team, 2022 was held on **24.08.2022** from **2:30 pm** onwards in the college premises.

### Members Present:

1. Dr. Kinjalkini Biswas, Principal & Chairperson *UB*
2. Dr. Suvasree Dutta (Dasgupta), Associate Professor, Geography, Coordinator *SD*
3. Dr. Sampriiti Biswas, Assistant Professor, Sanskrit *S. Biswas*
4. Dr. Minati Saha, Assistant Professor, Education *MS*
5. Prof. Shashi Subba, Assistant Professor, Journalism & Mass Communication *Shashi Subba*
6. Prof. Bidisha Biswas Assistant Professor, English *Bidisha Biswas*
7. Dr. Sushmita Sengupta Assistant Professor, History *SS*
8. Prof. Pralay Mandal Assistant Professor, Sanskrit *PM*
9. Smt. Bangasree Dey, Librarian *BD*
10. Smt. Iman Ghosh, Assistant Professor, English *I.G.*
11. Smt. Shayeri Roy, Assistant Professor, Political Science. *SR*

### AGENDA

1. Confirmation of minutes of last meeting held on 9<sup>th</sup> February, 2022.
2. To fix deadline for final submission of Self Study Report.
3. Discussion regarding conducting Academic and Administrative Audit for academic session 2021 -22.
4. To discuss conducting of green audit for 2021 -22.
5. To discuss faculty exchange with colleges with whom MoU has been signed.
6. Miscellaneous

### RESOLUTIONS

1. The meeting minutes of the last meeting held on 9<sup>th</sup> February, 2022 were read out and duly confirmed by the body.
2. Discussion regarding final submission of SSR was held and it was unanimously resolved that the SSR would be submitted by June of 2023. The members were asked to complete their portion of the pending work accordingly, so as to be able to meet the deadline set.
3. Discussion regarding conducting of academic and administrative audit for academic session 2021 -22 was held and it was unanimously resolved that AAA



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4. would held with external experts to assess the current status of functioning of various academic and administrative aspects of the college.
5. It was resolved that green audit for 2021 -22 would be held through an external green auditing firm. The IQAC would take stock of the green parameters before the audit.
6. It was resolved that faculty exchange with colleges with whom MoU has been signed would be organised to address the dearth of specialised faculty for specific portions of the syllabus for certain subjects.

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

*Suvasree Dutta 31/8/22*

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 31.8.22*

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

DR. KINJALKINI BISWAS  
Principal  
Muralidhar Girls' College  
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Ph. Office : 2464-1312  
Principal : 2464-4371

Ref. No. ....

Date 25/8/22

This is to notify that a meeting of the internal members of the IQAC is scheduled to be held on 1<sup>st</sup> September, 2022, at 12:30pm 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 last meeting held on 24<sup>th</sup> August, 2022.
2. To discuss modalities of the 7-Day Faculty Development Programme On "Preparedness for the Revised Accreditation Framework, 2022-2023" that the college is due to organise in collaboration with six other colleges and the Department of Higher Education.
3. Miscellaneous.

*Suvasree Dutta 25/8/22*

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 25.8.22*

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

DR. KINJALKINI BISWAS  
Principal  
Muralidhar Girls' College  
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Ph. Office : 2464-1312  
Principal : 2464-4371

Ref. No. ....

Date. 8/9/22

## MINUTES OF THE MEETING OF IQAC, HELD ON 01.09.2022

The meeting of the internal members of the IQAC team, 2022 was held on 01.09.2022 from 12:30 pm onwards in the college premises.

### Members Present:

1. Dr. Kinjalkini Biswas, Principal & Chairperson *Kinjal*
2. Dr. Suvasree Dutta (Dasgupta), Associate Professor, Geography, Coordinator *Suvasree*
3. Dr. Sampriiti Biswas, Assistant Professor, Sanskrit *S. Biswas*
4. Dr. Minati Saha, Assistant Professor, Education *Minati*
5. Prof. Shashi Subba, Assistant Professor, Journalism & Mass Communication *Shashi Subba*
6. Prof. Bidisha Biswas Assistant Professor, English *Bidisha Biswas*
7. Dr. Sushmita Sengupta Assistant Professor, History *Sushmita*
8. Prof. Pralay Mandal Assistant Professor, Sanskrit *Pralay Mandal*
9. Smt. Bangasree Dey, Librarian *Bangsree*
10. Smt. Iman Ghosh, Assistant Professor, English *I. G.*
11. Smt. Shayeri Roy, Assistant Professor, Political Science. *Shayeri*

### AGENDA

1. Confirmation of minutes of last meeting held on 24<sup>th</sup> August, 2022.
2. To discuss modalities of the 7-Day Faculty Development Programme On "Preparedness for the Revised Accreditation Framework, 2022-2023" that the college is due to organise in collaboration with six other colleges and the Department of Higher Education.
3. Miscellaneous.

### RESOLUTION

1. The meeting minutes of the last meeting held on 24<sup>th</sup> August, 2022 were read out and duly confirmed by the body.
2. The Principal informed the committee that as per discussion with six collaborating colleges, Muralidhar Girls' College would be in charge of organising the events of 23.09.2022 in Asanna Bhawan. The IQAC members would be attending the 7 day FDP to update their knowledge of the revised accreditation process. For the events of 23.09.2022, duties would be divided between the different IQAC members and help of other faculty would also be enlisted. The IQAC would work in tandem with the collaborating colleges and attend online meetings with them, as and when held.

### LIST OF DUTIES:

Technical Support: Subhrajit Dey, Smt. Bangasree Dey



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Date.....

Ref. No.....

Registration Desk: Dr Rituaparna Basak, Shashi Subba, Dr Minati Saha, Dr  
Sushmita Sengupta  
Anchoring: Iman Ghosh  
Refreshment: Bidisha Biswas, Dr Sampriti Biswas, Shayeri Roy  
Banner: Pralay Mondal

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

*Suvasree Dutta 8/9/22*

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

COORDINATOR, IQAC  
MURALIDHAR GIRLS' COLLEGE  
P-411/14 Gariahat Road  
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*Kinjalkini Biswas 8.9.22*

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

DR. KINJALKINI BISWAS  
Principal  
Muralidhar Girls' College  
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Ref. No.....

Date...20/2/23

This is to notify that a meeting of the internal members of the IQAC is scheduled to be held on 1<sup>st</sup> March, 2023, at 12:30pm 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 last meeting held on 1<sup>st</sup> September, 2022.
2. To discuss modalities of Quality Enhancement Workshop: Methodologies of Social Research (Blended Mode) to be held in collaboration in collaboration Bijoy Krishna Girls' College, P.N. Das College and Indian Association for Asian and Pacific Studies from 29<sup>th</sup> March to 11<sup>th</sup> April, 2011.
3. Miscellaneous

*Suvasree Dutta 20/2/23*

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 20.2.23  
Principal & Chairperson, IQAC  
Muralidhar Girls' College  
Kolkata.

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





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Ph. Office : 2464-1312

Principal : 2464-4371

Ref. No.....

Date 9/3/23

## MINUTES OF THE MEETING OF IQAC, HELD ON 01.03.2023

The meeting of the internal members of the IQAC team, 2022 was held on 01.03.2023 from 12:30 pm onwards in the college premises.

### Members Present:

1. Dr. Kinjalkini Biswas, Principal & Chairperson *Kinjalini*
2. Dr. Suvasree Dutta (Dasgupta), Associate Professor, Geography, Coordinator *Suvasree*
3. Dr. Sampriiti Biswas, Assistant Professor, Sanskrit *S. Biswas*
4. Dr. Minati Saha, Assistant Professor, Education *Minati*
5. Prof. Shashi Subba, Assistant Professor, Journalism & Mass Communication *Shashi Subba*
6. Prof. Bidisha Biswas Assistant Professor, English *Bidisha Biswas*
7. Dr. Sushmita Sengupta Assistant Professor, History *Sushmita*
8. Prof. Pralay Mandal Assistant Professor, Sanskrit *Pralay Mandal*
9. Smt. Bangasree Dey, Librarian *Bangasree*
10. Smt. Iman Ghosh, Assistant Professor, English *I. G.*
11. Smt. Shayeri Roy, Assistant Professor, Political Science. *Shayeri*

### AGENDA

1. Confirmation of minutes of last meeting held on 1<sup>st</sup> September, 2022.
2. To discuss modalities of Quality Enhancement Workshop: Methodologies of Social Research (Blended Mode) to be held in collaboration in collaboration Bijoy Krishna Girls' College, P.N. Das College and Indian Association for Asian and Pacific Studies from 29<sup>th</sup> March to 11<sup>th</sup> April, 2011.
3. Miscellaneous

### RESOLUTION

1. The meeting minutes of the last meeting held on 1<sup>st</sup> September, 2022 were read out and duly confirmed by the body.
2. The Principal informed the IQAC members that Muralidhar Girls' College would be in charge of organizing the events of 5<sup>th</sup> April in its premises (offline mode) and would host the online proceedings of 30<sup>th</sup> March of the blended mode workshop. The duties for the events would be distributed amongst the IQAC members for the smooth organization of the events. Smt Iman Ghosh was given the responsibility of generating the link and conducting the online session of 30<sup>th</sup> March.

### LIST OF DUTIES:

Technical Support: Subhrajit Dey, Smt. Bangasree Dey





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Ref. No.....

Date.....

Registration Desk: Dr Rituaparna Basak, Shashi Subba, Dr Minati Saha, Dr Sushmita Sengupta  
Anchoring: Iman Ghosh  
Refreshment: Bidisha Biswas, Dr Sampriti Biswas, Shayeri Roy  
Banner: Pralay Mondal

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

*Suvasree Dutta 9/3/23*

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 9.3.23*

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

DR. KINJALKINI BISWAS  
Principal  
Muralidhar Girls' College  
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Ref. No.....

Date 12/4/23

This is to notify that a meeting of the internal members of the IQAC is scheduled to be held on 19<sup>th</sup> April, 2023, at 1:30 pm 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 last meeting held on 1<sup>st</sup> March, 2023.
2. To discuss feedback obtained from Academic and Administrative Audit report received on 17.04.2023.
3. Miscellaneous

*Suvasree Dutta* 12/4/23

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* 12.4.23

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

DR. KINJALKINI BISWAS  
Principal  
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Principal : 2464-4371

# Muralidhar Girls' College

P-411/14, GARIAHAT ROAD, BALLYGUNGE, KOLKATA - 700 029  
(NAAC ACCREDITED - B+ +)

Ref. No.....

Date...30/4/23

## MINUTES OF THE MEETING OF IQAC, HELD ON 01.03.2023

The meeting of the internal members of the IQAC team, 2022 was held on 19.04.2023 from 1:30 pm onwards in the college premises.

### Members Present:

1. Dr. Kinjalkini Biswas, Principal & Chairperson *K. Biswas*
2. Dr. Suvasree Dutta (Dasgupta), Associate Professor, Geography, Coordinator *S. Dutta*
3. Dr. Sampriiti Biswas, Assistant Professor, Sanskrit *S. Biswas*
4. Dr. Minati Saha, Assistant Professor, Education *M. Saha*
5. Prof. Shashi Subba, Assistant Professor, Journalism & Mass Communication *Shashi Subba*
6. Prof. Bidisha Biswas Assistant Professor, English *Bidisha Biswas*
7. Dr. Sushmita Sengupta Assistant Professor, History *S. Sengupta*
8. Prof. Pralay Mandal Assistant Professor, Sanskrit *P. Mandal*
9. Smt. Bangasree Dey, Librarian *B. Dey*
10. Smt. Iman Ghosh, Assistant Professor, English *I. Ghosh*
11. Smt. Shayeri Roy, Assistant Professor, Political Science. *S. Roy*

### AGENDA

1. Confirmation of minutes of last meeting held on 1<sup>st</sup> March, 2023.
2. To discuss feedback obtained from Academic and Administrative Audit report received on 17.04.2023.
3. Miscellaneous

### RESOLUTION

1. The meeting minutes of the last meeting held on 1<sup>st</sup> March, 2023 were read out and duly confirmed by the body.

2. (a) As per AAA expert team recommendation, it was resolved that greater efforts would be undertaken to utilize the space at the back the college for construction of a building at the earliest.

(b) It was discussed if the departments themselves could propose add on courses to enhance the employability of the students while reducing costs of employing external experts to conduct courses. The suggestion would be forwarded to the Academic Committee for further consideration and discussion. This would be particularly relevant in the light of the new proposed curriculum in tune with NEP.

(c) It was proposed that an incubation centre would be set up for making career counseling more accessible for the students.





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Date.....

(d) It was proposed that in order to increase the number of students taking admission, the Teachers' Council would be asked to discuss probable courses of action.

(e) It was resolved that the departments would resume the preparation of departmental academic calendars.

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

*Suvasree Dutta* 30/4/23

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* 30.4.23

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

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