



IQAC MEETING HELD ON 3.7.19, 3 PM - 4 PM

APARNA SENGUPTA →

1. Nihar Kanti Mandal 03.07.19
2. Sanku Patra 03.07.19
3. Chanda Mandal 03/07/19
4. Indira Sen 3.7.19
5. Bangaru Ray 3.7.19
6. Rituparna Barik 3.7.19
7. Atanu Saha 3.7.19
8. Samiran Rahman 3.7.19
9. Rida Nay 3/7/19

Discussions

1. Preserving photographic evidence for different events.
To open common folders or Google Drive
2. To improve internet facility / availability of
Wi-Fi.
3. Introduction of email ids for students.
4. MG College IQAC facebook page or Youtube channel.
5. Steps taken to be for E-Content Development.
6. Discussion on development of infrastructure for NIRF
Ranking.

7. Room needed, infrastructure needed. No room, no cupboard, no technological development.
8. Total budget received and to be utilised. Building and Renovation is not considered as budget.
9. Formation of Psychological cell or counselling cell.
10. Development and planning for workshop on NROC and E-Content development. Allocation of fund for this workshop. Proposal to be submitted by Bangasree Dey.
11. Counselling session for health and hygiene for girls. Appointment of external ^{psychological} counsellor for the students.
12. Development of ~~f~~ courses for the students. Career development and skill development for students to be taught by the ~~sto~~ college faculty.



IQAC MEETING ON 6th JULY 2019, 2.30pm - 4.00pm.

- 17 Psychological ~~and Mentoring~~ Counselling cell to be headed by Dr. Indira Suri and Dr. Rituparna Basak, ~~Dr. Minati S.~~
- 27 Cupboard has been given. Desktop and printer has been provided.
- 37 External member meeting in the last week of July.
- 47 Bangasree Dey, and Sri Samir Rahman to be the co-ordinator for workshop on MOOC. Budgeting to be done and to be passed in last week of August. Proposal to be formed by the Coordinators.
- 57 Resource person to be called from NAAC.
- 67 To inquire GB whether YouTube and Facebook access can be used for Institution or not.
- 77 Once in every 2 months Grievance cell to be conducted.

87. Preparation for NIRF ranking.
97. Things to be changed in website should be discussed by the members and IGAC coordinators.
Proforma for Teacher's Profile.
107. Minati Das, Swarak Borkita to be organised by Dept. of Bengali on 20th August.
117. Chemistry Dept. to provide Departmental Seminar Report to IGAC.
127. BUEST Vol. II Journal to be released as early as possible with ISBN.
137. To call Employment Officer for occupational sessions to be given to the students.

Members present. on 6.7.19.

1. Kinyalini Dham 6.7.19.
2. Aparna Sengupta 6.7.19
3. Lashia Sun 6-7-19
4. Samirur Rahman 6.7.19
5. Shukla Pathan 06.07.19
6. Rituparna Basak 6.7.19
7. Bangarui Sey. 6.7.19.
8. Arayee Saha 6.7.19.
9. Nihar Kanti Mandal 6.7.19

IQAC meeting held on 10.7.19

Members present.

1. Aparna Senlyukta 10.7.19
2. Uday Lalit 10.7.19.
3. Samir Rahman 10.7.19
4. Indira Sen
5. Shukla Patra 10.7.19
6. Nihar Kanti Mandal 10.07.19
7. Bangoraj Singh 10.07.19.
8. ✓

Discussions:

1. Hand copy of Quest Journal II was handed over to Punthi Pustak Publisher.
2. Proposal for organising seminars on E-content Development & learning by Partha L. N Satpati proposed date: 17th or 24th August 2019.
3. Budget was also proped. proposed.

Meeting date: 13.7.19

1. Procedure of International Seminar has decided.

2. Budget proposed.

3. ~~Speaker~~. The Seminar will take place tentatively on 14th August 2019 on confirmation with the Speakers at International and National level.

Two night stay for international and speaker, if accommodation is needed. Seminar to be organised on IET in Higher Education to be organised by IBAC.

4. Date for meeting with the external members not yet fixed.

5. If the tentative date of Seminar falls from 14th August 2019 then another date can be 24th August 2019.

6. a) To confirm Mr. Suman Gupta from Central University of Orissa.

b) To confirm Bangladesh speaker from Chittagong University for the seminar.

c) To confirm Dr. L.N. Sengupta for the seminar.

7. A tentative schedule for the seminar is as follows:-

a) Online Registration - Dr. Rupama Barak

Start Timing - 11 am

Inauguration Time - 10.00 am to 11.00 am. (11.30 am).

Keynote speaker - 11.30 am to 12.30 pm

2nd speaker - 12.30 pm to 1.30 pm

Lunch Break - 1.30 pm to 2.00 pm.

3rd speaker - 2.00 pm to 3.30 pm.

Paper presentation - 3.30 pm onwards to end time

Ending Note - Thanking and Certificate Distribution.

8/ Tentative registration fees of 500 Rs to be decided yet.

9/ Financial requirements to be decided later.

1. Aparna SenGupta 13.7.19
2. Indira Sur 13.7.19
3. Shukla Pathe 13.7.19
4. Nihar Kanti Mandal 13.07.19
5. Bangarue Roy 13.07.19.
6. Atraye Saha 13.07.19
7. Samirur Rahman 13.7.19

Meeting date: 16.7.19 (1 pm - 4 pm)

- 1/ Date of Seminar yet to be finalised, tentatively on 17th Aug.
- 2/ Tentative date for External Meeting last week of July
- 3/ ~~25th~~ 27th July and 31st July tentatively to be fixed for meeting with external members.
- 4/ MHRD 31st July for Social Media Officer to be decided. Principal will confirm about the appointment of the Social Media officer for in accordance with the order published by MHRD.
- 5/ Vol. 2. of MGC Quest is almost finalised. Except for two or three papers rest of the papers are finalised.
- 6/ 8th August History department Seminar.
- 7/ Chemistry department Seminar report to be handed over.

Members present:

1. Aparna Sen Gupta
2. Shikha Pathak
3. Rangasree Ray
4. Rida Noor
5. Chhanda Mandal
6. Indira Sen
7. Udaya Lakshmi
8. Sanjay Palaman 16.7.19

Minister of IITC for International Seminar
dated 17-7-19

1. Kirpalini Biri 17.7.19
2. Nihar Kanti Mandal 17.07.19
3. Shreela Pathak 17.07.19
4. Chandra Mandal 17/07/19
5. Aranya Saha 17/7/19
6. Rituparna Basak 17/7/19
7. Indira Sen 17.7.19
- 8.
- 9.
10. Aparna SenGupta 17.7.19

Planning for (3 crore) state govt fund.

1. ^{All} (3rd floor) Lab renovation. + All labs.
2. Canteen Renovation - 2500 sqm
3. Staff rooms Renovation - furnitures etc. (space saving)
4. ~~Smart room~~ ^{ICT} facility in all the classrooms.
5. Classroom - 30' space saving furniture. (?)
6. Bank room - 20' rearrangement Entrance.
7. Digital Board Multimedia lab
8. ~~Centralised A.C.~~ Bathroom innovation. for All Students
9. Digital Notice Board → Every floor. display board. Routine display.
10. Garden front gate.

PWD (disabled) 2500 sqm

11. Office - 20' seating arrangement.
12. visitor's waiting.
13. Room No: 25 rearrangement.
14. Tobacco free zone
15. Wash room proper facility
16. ~~Biometric~~

Plan of Action (~~2019-2020~~) (2019-2020)

- 1) To prepare Academic Calendar for the academic session 2019-2020.
- 2) To ~~arrange~~ arrange seminar/workshops both national & international.
- 3) To create awareness among the students & Teaching Non Teaching Staffs regarding sexual harassment, ragging, gender equity, drug addiction, consumer right organise seminar/workshop/open discussion.
4. To prepare ~~for~~ career fair with placement opportunity
- 5) To introduce Diploma Course.
- 6) discussion about upcoming International Seminar regarding its budget, Speakers and topic.



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.....

RESOLUTION OF IQAC EXTERNAL MEETING 29TH JULY 2019

Proposal placed before the IQAC External Meeting held on 29th July 2019 from 11:00 am to 12:00 pm included some important decisions on improving the college infrastructure for the benefit of the students. The following proposals have been put forward by the IQAC External members:

1. The external members suggested to put forth plan for acquiring property or land so as to deal with the issue of shortage of space in the college building. With the help of this land or any property the college will be able to provide hostel facilities and also to increase number of classes and departments further for the college in near future.
2. There is also an impending necessity to remove the VAT and improve the outside area of the college which is used by outsiders for sanitary purposes. In order to create an eco-friendly environment and also for maintaining safety of the female students, the External members suggested to place a letter to Sri Sandip Bakshi, the Chairman, Borough 8 of Kolkata Municipal Corporation to take immediate steps to provide more lighting, regular cleaning and removal of the VAT.
3. The external members suggested to put forth proposal for financial help to the Chief Minister for Vertical extension of the building in order to increase space for the students to accommodate more classes in accordance to the present demand from all departments and also for future proposition of commencement of Post-graduate classes already sanctioned by our Governing Body.
4. The external members suggested to strengthen the Alumni Association and also to introduce Alumni fund where all the alumni will be requested to help financially.
5. One seminar every year by each of the Departments and also seminars on inter-disciplinary topics should be organized on a regular basis. Seminars on ARTICE 35, NRC, National Educational Policy 2019, Water Scarcity, and such other topics can be taken up for future propositions of seminar in the college.
6. Documentation in the form of photographs and videos of all NSS activities and activities done on 15th August should specifically be taken up by the IQAC.
7. The External members suggested to introduce Outreach programs and can be taken up by the teachers, like, teaching the students of slum dwellers. Such forms of other Outreach programmes can be taken up by the students and teachers of the college.
8. The External members advised to introduce the scheme of Earn While You Learn among the students. The members suggested that the students can be paid a stipend for library works and can be involved for working during their off periods and other free time.

IQAC Meeting dated 1.2.2020.

3263



MURALIDHAR GIRLS' COLLEGE

Examination 20.....

Name

Roll No.

Section.....

Class.....

Subject.....

Paper.....

(Use the Space below for answering Questions)

IQAC Internal Meeting (11.12.2019)

- 1.
2. Aparna SenGupta 11.12.19
3. Samirur Rahaman 11.12.19
4. Altrayee Saha 11.12.19.
5. Bangarue Roy 11.12.19.
6. NiharKanti Mondal 11.12.19
7. Rihpanna Basak 11/12/19
8. Rita Nay 11/12/19
9. Chanda Mondal 11/12/19

983131 P-287 } P. V. S. Kunder
P. V. S. Kunder

Agenda / Minutes

1. AQAR to be submitted within one or two weeks
2. Papers to be sent to external and internal members for review process.
3. ~~Two~~ Conference proceedings in the form of Book will be published with the selected papers.
4. P. V. S. Kunder will be contacted for publication of the Conference Proceedings.
5. 10 papers to be given to the External members for reviewing paper.
Rest 20 papers will be divided among the Internal members.

IQAC Meeting dated 1.2.2020.

Antorjatik Natribhasa Shibash

1) Seminar to be conducted on ~~20th Feb~~ or ~~21st Feb~~.
22nd February in collaboration with Bengali dept.

2) Requirements:-

- i) Banner
 - ii) Cards.
 - iii)
- } by Nandi Babu.

3) Speakers to be finalised by Dept - of Bengali.

4) ~~Card~~ ~~must be~~ Programme will be conducted in
Room no. (14 B)

5) Resource person - 2. ~~Card~~ (proposed Dr. Pabitra Sarkar & Head, Dept
of Bengali, CU), Barun Chakrabarti,

6) Cultural programme by students.

7) Total 2 hours programme starting from 1pm.

8) ~~Per~~ UGC norm Rs. 1500 per hour for resource persons.

9) ~~Inauguration~~ Shobhondeb Chattopadhyay will

9) ~~Card~~ ~~Programme~~ ~~scheduler~~ - inaugurate.

Estimation

- 10)
- i) Banner / Card → 700
 - ii) 4 flower pot → 500
 - iii) (4) refreshment → 800
 - iv) drinking water → 200
 - v) Tea / → 500

vi) Microphone - 500

vii)

Total — 3200.00

+ Speakers →

Members present (on 01.02.2020)

- 1.
2. Nihar Kanti Mandal 01.02.2020
3. Bangarree Dey . 1.2.2020.
4. Indira Sen 01.02.20.
5. Arayee Saha 01.02.2020.
6. Samirun Fakhaman 1.2.2020
- 7.

Invited Member for Antaryatik Matri bhashe Dibos :
Dept. of Bengali

1. Shukla Patra 01.02.2020
2. Manishankar Adhikary 01.02.2020