

NOTICE FOR MEETING

This is to notify that a meeting of the members of IQAC is scheduled to be held on 30.09.2023 at 02:30pm in the college premises on the agenda given below. All members are requested to join the meeting.

Agenda:

1. Discussion regarding NAAC peer team visit due to take place in November 2023.
2. Miscellaneous

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

Kinjalkini Biswas

Dr Kinjalkini Biswas
Principal and Chairperson, IQAC
Muralidhar Girls' College

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

Copy to:

1. Dr Asis Kr. Ghosh (Senior Administrative Officer), Joint Director of Public Instruction (UGC), West Bengal Department of Higher Education
2. Sri Debashis Bose (Nominee Industrialist), Film Producer
3. Sri Baiswanor Chattopadhyay (Nominee of Local Society), Advocate, Mayor-in-Council, Kolkata Municipal Corporation
4. Prof Prithwish Kumar Roy (Management Representative), Associate Professor of Geography, Prafulla Chandra College
5. Prof Mousumi Mallik (Management Representative), Associate Professor of Bengali, Maharani Kasiswary Mahavidyalaya
6. Dr Shyamalendu Chatterjee (Nominee Stakeholder), Retired Principal, Chittaranjan College
7. Dr Jaydeep Sarangi (invitee member), State Level Mentor, NAAC
8. Ms Rupanwita Roy (Alumni Representative), Manager, Corporate, Kolkata Centre for Creativity
9. Ms Hrishita Sarkar (Students' Representative), 6th Semester, Department of Geography, Muralidhar Girls' College
10. Dr Minati Saha (member), Assistant Professor, Muralidhar Girls' College
11. Dr Sushmita Sengupta, (member), Assistant Professor, Muralidhar Girls' College
12. Dr Sampriya Biswas, (member), Assistant Professor, Muralidhar Girls' College
13. Ms Shashi Subba, (member), Assistant Professor, Muralidhar Girls' College
14. Ms Shayeri Roy, (member), Assistant Professor, Muralidhar Girls' College
15. Sri Pralay Mandal, (member), Assistant Professor, Muralidhar Girls' College
16. Smt Bidisha Biswas, (member), Assistant Professor, Muralidhar Girls' College
17. Smt Iman Ghosh, (member), Assistant Professor, Muralidhar Girls' College
18. Smt Bangasree Dey, (librarian), Assistant Professor, Muralidhar Girls' College
19. Smt Amita Dutta, (Administrative Staff), Clerk, Muralidhar Girls' College
20. Smt Anjana Chatterjee, (Administrative Staff), Accountant, Muralidhar Girls' College

MURALIDHAR GIRLS' COLLEGE

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING OF THE IQAC HELD ON 30.09.2023

A meeting of the internal and external members of IQAC was held on 30.09.2023 at 02:30pm in the college premises.

Members present:

1. Dr Suvasree Dutta (Dasgupta)
2. Prof Mousumi Mallik (Management Representative), Associate Professor of Bengali, Maharani Kasiswary Mahavidyalaya
3. Dr Shyamalendu Chatterjee (Nominee Stakeholder), Retired Principal, Chittaranjan College
4. Dr Jaydeep Sarangi (invitee member), State Level Mentor, NAAC
5. Ms Rupanwita Roy (Alumni Representative), Manager, Corporate, Kolkata Centre for Creativity
6. Ms Hrishita Sarkar (Students' Representative), 6th Semester, Department of Geography, Muralidhar Girls' College
7. Dr Minati Saha (member), Assistant Professor, Muralidhar Girls' College
8. Dr Sushmita Sengupta, (member), Assistant Professor, Muralidhar Girls' College
9. Dr Sampriiti Biswas, (member), Assistant Professor, Muralidhar Girls' College
10. Ms Shashi Subba, (member), Assistant Professor, Muralidhar Girls' College
11. Sri Pralay Mandal, (member), Assistant Professor, Muralidhar Girls' College
12. Smt Bidisha Biswas, (member), Assistant Professor, Muralidhar Girls' College
13. Smt Iman Ghosh, (member), Assistant Professor, Muralidhar Girls' College
14. Smt Bangasree Dey, (librarian), Assistant Professor, Muralidhar Girls' College
15. Smt Amita Dutta, (Administrative Staff), Clerk, Muralidhar Girls' College
16. Smt Anjana Chatterjee, (Administrative Staff), Accountant, Muralidhar Girls' College

Agenda:

1. Discussion regarding NAAC peer team visit due to take place in November 2023.
2. Miscellaneous

Minutes:

1. The Principal informed the body that a total of 16 add on courses would be held by the departments to increase employability of the students, while adhering to the direction suggested by NEP.
2. The body unanimously resolved that an exhibition of handmade products by students and alumni would be held on the day of the NAAC visit, to showcase the entrepreneurial spirit of the students and alumni. The exhibition would be held under the aegis of the Incubation Cell of the college.
3. The body unanimously accepted the proposal of the Principal for designation of the following facilities in the new annex building being currently constructed from the funds received from RUSA.
 - (i) Crèche facilities
 - (ii) Girls' hostel
4. It was unanimously resolved that mock NAAC visits would be organised by the Principal ahead of the Peer Team visit to provide practice for the staff and students. Experts would be invited for carrying out the visits.

5. The Principal informed the body that Dr Chandrakala Dutta had submitted a proposal for a project titled "Women in Scientific, Medical and Technical Education in Calcutta from 1974 -2007." The body greatly commended this project.

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

Kingalini Biswas
30.9.23

DR. KINGALINI BISWAS
Principal
Munshi Ram Das' College
Pollachi 700029

ATTENDANCE SHEET FOR IQAC MEETING DATED 30.09.2023

SR NO.	NAME	SIGNATURE
1.	Dr Kinjalini Biswas	Kinjalini Biswas 30.9.23
2.	Dr Asis Kr. Ghosh	Absent
3.	Sri Debashis Bose	Absent
4.	Sri Baiswanor Chattopadhyay	Absent
5.	Prof Prithwish Kumar Roy	Absent
6.	Prof Mousumi Mallik	Mousumi Mallik 30/9/23
7.	Dr Shyamalendu Chatterjee	Shatterjee 30/9/23
8.	Dr Jaydeep Sarangi	Jaydeep Sarangi 30/9/2023
9.	Ms Rupanwita Roy	Rupanwita Roy 30/09/2023
10.	Ms Hrishita Sarkar	Hrishita Sarkar 30/9/23
11.	Dr Suvasree Dutta Dasgupta	Suvasree 30/9/23
12.	Dr Minati Saha	Minati Saha 30/09/2023
13.	Dr Sushmita Sengupta	Sushmita Sengupta 30.09.23
14.	Dr Sampriti Biswas	Sampriti Biswas 30.09.23
15.	Ms Shashi Subba	Shashi Subba 30.09.2023
16.	Ms Shayeri Roy	ON MATERNITY LEAVE
17.	Sri Pralay Mandal	Pralay Mandal 30.09.2023
18.	Smt Bidisha Biswas	Bidisha Biswas 30.9.2023
19.	Smt Iman Ghosh	Iman Ghosh 30.09.23
20.	Smt Bangasree Dey	Bangasree Dey 30/9/23
21.	Smt Amita Dutta	Amita Dutta 30/9/23
22.	Smt Anjana Chatterjee	Anjana Chatterjee 30/09/23

Muralidhar Girls' College

Internal Quality Assurance Cell (IQAC)

MINUTES OF THE MEETING OF IQAC, HELD ON 09.04.2024

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

Members Present:

1. Dr. Kinjalkini Biswas, Principal & Chairperson *K. Biswas*
2. Dr. Suvasree Dutta (Dasgupta), Associate Professor, Geography, Coordinator *Suvasree*
3. Dr. Sampriya 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
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 the last meeting held on 30.09.2023.
2. AAA for the session 2022-23 to be held during post Puja Vacation.
3. Report of the Add-On Courses held in the academic session 2023-2024 to be collected from different departments by Smt. Shashi Subba.
4. Event Reports to be collected from all departments for the academic session 2023-2024.
5. Future Plan for all departments for the academic session 2024-2025.
6. Miscellaneous.

RESOLUTIONS:

1. The minutes of the last meeting held on 30.09.2023 were read out and duly confirmed by the body.
2. It was unanimously resolved that the Academic and Administrative Audit for 2022-2023 onwards would be held after the Puja Vacation. The departments would be asked to prepare accordingly.

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 **09.04.2024** 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 30.09.2023.
2. AAA for the session 2022-23 to be held during post Puja Vacation.
3. Report of the Add-On Courses held in the academic session 2023-2024 to be collected from different departments by Smt. Shashi Subba.
4. Event Reports to be collected from all departments for the academic session 2023-2024.
5. Future Plan for all departments for the academic session 2024-2025.
6. Miscellaneous.

Suvasree Dutta 02/4/24

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 2.4.24

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

3. It was resolved that the departments would be asked to submit the completion status of the add on courses conducted by them to Ms Shashi Subba.

4. The departments/ committees would be instructed to submit reports to the IQAC. Dr Sushmita Sengupta would receive submissions for alumni related programmes. Sri Pralay Mandal would receive submissions for college organised events. Smt Shayeri Roy would receive submissions for seminars and workshops.

5. The future plans for IQAC were discussed and the following resolutions were arrived at:

(i) The feedback form would be circulated amongst students and staff for completion of the feedback system.

(ii) Prize distribution would be organised for academic session 2022-23.

(iii) Green audit and energy audit for every academic session would be conducted.

(iv) In keeping with recommendations of the NAAC peer team, attempts would be made to set up a women's study centre. Courses on photography, baking, content creation, editing, tailoring and beautician were suggested as probable options. These courses could be offered to outside candidates as well.

(v) Teachers would be encouraged to submit research proposals for projects for which fund could be allotted by the college.

6. The alumni programmes would be organised according to the schedule proposed by the Alumni Committee.

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

Suvasree Dutta 12/4/24

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

COORDINATOR, IQAC
MURALIDHAR GIRLS' COLLEGE
P-411/14 Garlahat Road
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Kinjalkini Biswas 12.4.24
Dr. Kinjalkini Biswas
Principal & Chairperson, IQAC
Muralidhar Girls' College