

**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 24.04.2021 at 12 noon on the virtual platform of Google meet on the agenda given below. The Meeting Link 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. Reading out and confirmation of minutes of last meeting held on 17.04.2021.
2. Review of work accomplished so far with regard to points discussed in the last meeting.
3. Discussion regarding the inter-college cultural competition being organised by the IQAC.
4. Discussion regarding publication of college e-magazine.
5. Miscellaneous.

*Suvasree Dutta* 22/4/2021  
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* 22.4.21  
Dr. Kinjalkini Biswas  
Principal & Chairperson, IQAC  
Muralidhar Girls' College  
Kolkata.

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

**Shri Chhatrapati Shivaji Maharaj Vastu Sangrahalaya  
Institute of Quality Assurance Cell (IQAC)**

**MINUTES OF THE MEETING OF IQAC, HELD ON 24.04.2021**

The meeting of the internal members of the IQAC team, 2020 was held on 24.04.2021 from 12 noon onwards through Google Meet.

**Members Present:**

1. Dr. KapilKam Biswas, Principal & Chairman
2. Dr. Sarojree Datta (Dingupta), Assistant Professor, Geography, Coordinator
3. Dr. Sampurnan Biswas, Assistant Professor, Sanskrit
4. Dr. Minati Saha, Assistant Professor, Education
5. Prof. Shashi Subbu, Assistant Professor, Journalism & Mass Communication
6. Prof. Radhika Biswas Assistant Professor, English
7. Dr. Sudhmita Sengupta Assistant Professor, History
8. Prof. Prady Manjhal Assistant Professor, Sanskrit
9. Smt. Binaymoni Dey, Librarian
10. Smt. Inam Ghosh, Assistant Professor, English

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**RESOLUTIONS**

1. The minutes of the last meeting held on 17.04.2021 were read out and duly confirmed by the body.
2. The Principal pointed out to the members that, repairs of the destruction to property caused by cyclone Amphan needs to be carried out before NAAC visit. It was unanimously decided that list and expenditure of such infrastructural repair work would be placed before the Finance Committee, along with the previous list of expenditure.
3. The IQAC coordinator informed the body that 277 registrations had been made for inter-college cultural competition. It was unanimously resolved that all four

competitions, i.e., painting, extempore and music and dance, would be judged by both internal and external evaluators.

4. Smt. Shayeri Roy updated the body on the state of progress of the e- magazine. She informed the body that the e-magazine would be completed by June, 2021 and she requested the Principal to convene a meeting of the magazine committee on 30th April, 2021. The Principal informed that she would convene the meeting with the magazine committee on the said date.
5.
  - a. The Principal instructed the members to go through the guidelines of SSR as given in the NAAC website and study them for composing the SSR for the upcoming NAAC accreditation process.
  - b. The coordinator informed the body that the feedback form for students had been prepared by Smt. Bangasree Dey and Smt. Shashi Subba, while Smt. Bidisha Biswas and Dr. Sampriiti Biswas were given the responsibility of preparing and circulating the feedback form as a Google form amongst the students.

*Suvasree Dutta* 26/4/21

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

*Kinjalkini Biswas* 22.4.21

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