



Government of West Bengal
Shahid Matangini Hazra Government College for Women
Chaksrikrishnapur-Kulberia :: Kulberia :: Purba Medinipur :: Pin-721649

Memo No. IQAC/1

Date: 03.07.2018


NOTICE

A meeting will be held on 05.07.2018 at 1:30 PM in college staff room to discuss the following agenda.

Agenda:

1. UGC guidelines about IQAC
2. Constitution of Internal Quality Assurance Cell (IQAC)

All faculty members are requested to attend.

 03/07/2018
Principal



Government of West Bengal
Shahid Matangini Hazra Government College for Women
Chaksrikrishnapur-Kulberia :: Kulberia :: Purba Medinipur :: Pin-721649

Proceedings of the Meeting - Dated-05/07/2018

Meeting started at 1.30 p.m. in college staff room with Dr. Bijoy Krishna Roy (Principal, Shahid Matangini Hazra Government Degree College for Women) in the chair.

As per the guidelines of UGC, an Internal Quality Assurance Cell has been constituted and the following members of the faculties have been nominated as IQAC Coordinator and members to the committee.

1. Sri Debapriya Bhattacharyya, Associate Professor and HOD, Dept. of Bengali, Coordinator (IQAC)
2. Smt Piku Das Gupta, Assistant Professor & HOD, Dept. of Political Science, Member (IQAC)
3. Smt Souti Basu, Assistant Professor & HOD, Dept. of Philosophy, Member (IQAC)
4. Dr. Ina Dhar Roy Dasgupta, Assistant Professor & HOD, Dept. of Geography, Member (IQAC)

Points discussed in the meeting are as follows:

1. The meeting commenced with the formal address by the Principal about the need and importance of formation of an IQAC in the college and its function and objectives and welcomed the coordinator and members of the newly constituted IQAC.
2. The committee decided to meet once in every quarter to access the quality of Academics, Administration and various other activities in line to the UGC and NAAC.
3. The IQAC coordinator suggested to start numbering IQAC meeting henceforth beginning with serial number one and requested cooperation of other IQAC members in achieving its aim and objectives.


Principal 05/07/2018

Formation of IQAC. Dt. 7.5.2018

Attendance.

Sebagim Bhattacharya

Piku Das Gupta

Sambhu Chandra Barman

Deebankar Das

Debajyoti Chandra

Yasmin Chandra

Kavalya Barman

Atasi Mahapatra

Aparupa Banerjee

Ina Dhar Roy Dargupta

Mahadeb Pal

Soumi Basu

Mitali Debnath

Shyamashree Ray

Indira Ghosh

Supratik Guha



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Shahid Matangini Hazra Government College for Women
Chaksrikrishnapur-Kulberia :: Kulberia :: Purba Medinipur :: Pin-721649

Memo No. IQAC/01

Date: 11.06.2018

NOTICE

Internal Quality Assurance Cell (IQAC)

The first Internal Quality Assurance Cell (IQAC) meeting will be held on 15.06.2018 at 1:30 PM in the chamber of Principal to discuss the following agenda.

Agenda:

1. Introduction of Choice Based Credit System (CBCS) for Humanities.
2. Academic Audit.
3. Guest faculty for Political Science Dept.
4. Remedial classes.
5. Matter arising.

All IQAC members are requested to attend.

IQAC Coordinator

Principal



Principal
Shahid Matangini Hazra Government
College for Women
Chaksrikrishnapur, Kulberia, Tamuk, Purba Medinipur

IQAC Members:

1. Sri Debapriya Bhattacharyya, Associate Professor and HOD, Dept. of Bengali, Coordinator (IQAC)
2. Smt Piku Das Gupta, Assistant Professor & HOD, Dept. of Political Science, Member (IQAC)
3. Smt Souti Basu, Assistant Professor & HOD, Dept. of Philosophy, Member (IQAC)
4. Dr. Ina Dhar Roy Dasgupta, Assistant Professor & HOD, Dept. of Geography, Member (IQAC)

Shahid Matangini Hazra Government College for Women
Internal Quality Assurance Cell (IQAC) Meeting Dated. 11/6/2018

List of attendees

Sl No	Name	Signature
1.	DR. BIJOY KRISHNA ROY	
2.	Debapriya Bhattacharya	 <small>Principal Shahid Matangini Hazra Government College for Women Chakraborty, Kulleria, Tamuk, Purba Medinipur</small>
3.	PIKU DAS GUPTA	Pi Koi Das Gupta.
4.	DR. INA DHAR ROY DASGUPTA	Ina Dhar Roy Dasgupta
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Government of West Bengal
Shahid Matangini Hazra Government College for Women
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Minutes of the IQAC Meeting dated-15/06/2018.

Meeting started at 1.30 p.m. in the chamber of Principal with Dr. Bijoy Krishna Roy (Principal, Shahid Matangini Hazra Government Degree College for Women) in the chair.

1. Principal welcomed all members to the first IQAC meeting of the college and apprised the importance of IQAC and defined goals as per UGC.

2. The IQAC Co-Ordinator detailed about the vision, strategy and functions of IQAC as per UGC guidelines.

3. It was resolved that the IQAC will take the following Plan of Actions.:

- Since CBCS has been introduced from this session in the Humanities, it has been resolved that IQAC will organize seminars on CBCS for newly admitted Humanities students and faculty members to familiarize them with the new system.
- A Notice in this regard will be circulated.

4. It has been resolved that all HODs will furnish academic audit related detailed information and related records to Smt Aparupa Banerjee, Assistant Professor & HOD, Geology to complete the academic audit report of 2018-19.

5. It has been resolved that Dr. Kumkum Chattopadhyay, Retd. Associate Professor (WBES) and Shri Ranjit Maity, Retd. Associate Professor, will continue to serve as guest faculties in Dept of Political Science in the college for 2018-19.

6. It has been resolved that each department will identify slow learners and organize remedial classes from session 2018-19 and notify students with class schedule.

With no more agenda to discuss, the Principal officially concluded the meeting by giving the Vote of Thanks.

Bhattacharya

IQAC Coordinator

Bhattacharya
Principal

Principal
Shahid Matangini Hazra Government
College for Women
Chaksrikrishnapur, Kulberia, Tamluk, Purba Medinipur



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Memo No.IQAC/02

Date:13.09.2018

NOTICE

Internal Quality Assurance Cell (IQAC)

A meeting of the IQAC will be held on 20.09.2018 at 2:30 PM in the chamber of the Principal to discuss the following agenda. All IQAC members are requested to attend.

Agenda:

1. Confirmation of the Minutes of IQAC meeting held on 15.06.2018.
2. Action Taken Report.
3. Infrastructural upgradation of college.
4. CAS proposals.
5. Issue related to Library.
6. Health Scheme of Govt of West Bengal for all staff members.
7. Matter arising.

IQAC Coordinator

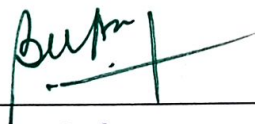

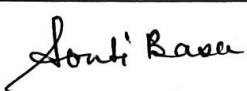


Principal
Principal
Shahid Matangini Hazra Government
College for Women
Chaksrikrishnapur, Kulberia, Tamuk, Purba Medinipur

IQAC Members:

1. Sri Debapriya Bhattacharyya, Associate Professor and HOD, Dept. of Bengali, Coordinator (IQAC)
2. Smt Piku Das Gupta, Assistant Professor & HOD, Dept. of Political Science, Member (IQAC)
3. Smt Souti Basu, Assistant Professor & HOD, Dept. of Philosophy, Member (IQAC)
4. Dr. Ina Dhar Roy Dasgupta, Assistant Professor & HOD, Dept. of Geography, Member (IQAC)

Shahid Matangini Hazra Government College for Women
Internal Quality Assurance Cell (IQAC) Meeting Dated. 20/9/18

List of attendees

Sl No	Name	Signature
1.	DR. BIJOY KRISHNA ROY	
2.	Debapriya Bhattacharya	
3.	Soumi Basu	
4.	PIKU DAS GUPTA	
5.	INA DHAR ROY DASGUPTA	
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Principal
Shahid Matangini Hazra Government
College for Women
Chakraborty, Kuberia, Tarik, Puro Medinipur



Government of West Bengal
Shahid Matangini Hazra Government College for Women
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Proceedings of the IQAC Meeting dated-20/09/2018.

Meeting started at 2.30 p.m. in the chamber of Principal with Dr. Bijoy Krishna Roy (Principal, Shahid Matangini Hazra Government Degree College for Women) in the chair.

1. Principal welcomed all members to the IQAC meeting of the college.
2. The IQAC Co-Ordinator read out the minutes of the last IQAC meeting and confirmed.
3. It was resolved that the IQAC will take the following Plan of Actions regarding infrastructural upgradation of college:
 - Upgradation of LAN
 - Purchase of science laboratory equipment, chemicals and glassware.
4. It is also resolved that the CAS proposal of eligible faculties will be processed by IQAC Co-Ordinator for Screening and Government approval.
5. It has been resolved that in the absence of any permanent librarian in the college, all department will maintain book catalogues uniformly and will maintain stock of books in their respective departmental libraries. It is further resolved that 'No Due' certificate will be issued by the HODs to the final year/Sem students.
6. It has been resolved that since Health Scheme of Govt of West Bengal is already available to all staff members, an induction session will be arranged all new faculty members and other staffs to apprise the scopes and benefits extended through it and necessary enrollment will be completed.
7. In matters arising, it has been resolved that NSS will take the initiative for maintaining a green and clean campus.

With no more agenda to discuss, the Principal officially concluded the meeting by giving the Vote of Thanks.

Bhattacharya

IQAC Coordinator

B. K. Roy
Principal

Principal
Shahid Matangini Hazra Government
College for Women
Chaksrikrishnapur, Kulberia, Tamluk, Purba Medinipur



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Memo No. IQAC/03

Date: 11.01.2019

NOTICE

Internal Quality Assurance Cell (IQAC)

A meeting of the IQAC will be held on 15.01.2019 at 1:30 PM in the chamber of the Principal to discuss the following agenda. All IQAC members are requested to attend.

Agenda:

1. Confirmation of the Minutes of IQAC meeting held on 20.09.2018.
2. Action Taken Report.
3. Participation in Faculty development Programme.
4. Academic Audit Report submission preparedness.
5. Proposed renovation of college office room and college name display board.
6. Upgradation of computer and related equipment and installation of water purifier.
7. Matter arising.

IQAC members are requested to attend.

IQAC Coordinator

Principal

Principal

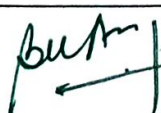
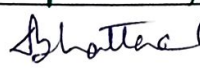
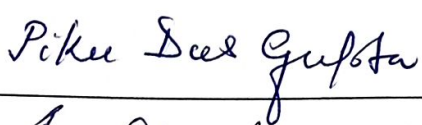
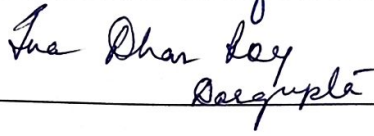
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4. Dr. Ina Dhar Roy Dasgupta, Assistant Professor & HOD, Dept. of Geography, Member (IQAC)

Shahid Matangini Hazra Government College for Women
Internal Quality Assurance Cell (IQAC) Meeting Dated. 15.01.2019

List of attendees

Sl No	Name	Signature
1.	DR. BIJOY KRISHNA ROY	
2.	Debapsingha Bhattacharya	
3.	PIKU DAS GUPTA	
4.	INA DHAR ROY DASGUPTA	
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Principal
Shahid Matangini Hazra Government
College for Women
Chakraborty, K. Beria, Tanjore, P. O. Medinipur



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Chaksrikrishnapur-Kulberia :: Kulberia :: Purba Medinipur :: Pin-721649

Proceedings of the IQAC Meeting dated-15/01/2019.

Meeting started at 1.30 p.m. in the chamber of Principal with Dr. Bijoy Krishna Roy (Principal, Shahid Matangini Hazra Government Degree College for Women) in the chair.

1. Principal welcomed all members to the IQAC meeting of the college.
2. The IQAC Co-Ordinator read out the minutes of the last IQAC meeting and confirmed.
3. It was resolved that faculty members may be released to participate in the Orientation Programme and Refreshers Course with due consent of respective HODs or Principal as the case may be.
4. It was resolved that the Convenor of the Academic Audit Sub-committee will coordinate with HODs to finalize the Academic Audit Report.
5. It was resolved that the college office room will be renovated with a separate student's section area for the benefit of students. It was further resolved that the college name display board will be installed.
6. It was resolved that the desktop computers and laser printers for students and office will be purchased from the funds allocated. It was further resolved that as per the requirement of students a water purifier will be installed in college to ensure supply of safe drinking water.
7. In matters arising, it has been resolved that all faculty members will complete SAR well before the last date of submission in HRMS.

With no more agenda to discuss, the Principal officially concluded the meeting by giving the Vote of Thanks.

Bhattacharya

IQAC Coordinator

Bijoy Krishna Roy
Principal

Principal
Shahid Matangini Hazra Government
College for Women
Chaksrikrishnapur, Kulberia, Tamuk, Purba Medinipur