



GOVERNMENT OF WEST BENGAL  
Office of the Principal

**SHAHID MATANGINI HAZRA GOVT. GENERAL DEGREE COLLEGE FOR WOMEN**

Chaksrikrishnapur-Kulberia :: Kulberia :: Purba Medinipur 721649

matanginicollege@gmail.com/ principal@matanginicollege.ac.in 03228-262261/262262 www.matanginicollege.ac.in



Memo No.IQAC/13

Date: 05.07.2021

### NOTICE

#### **Internal Quality Assurance Cell (IQAC)**

An Internal Quality Assurance Cell (IQAC) meeting will be held on 07.07.2021 at 1:00 PM to discuss the following agenda. The meeting will be conducted online using Google Meet.

#### **Agenda:**

1. Confirmation of the Minutes of IQAC meeting held on 07.05.2021.
2. Action Taken Report.
3. Covid-19 Pandemic and formation of help group for students, faculties and nonteaching staffs of the college.
4. Webinar on "Staying Connected During Covid".
5. Matter arising.

IQAC members are requested to attend.

*Debapriya Bhattacharyya*

IQAC Coordinator

IQAC Members:



*Principal*  
Principal  
Shahid Matangini Hazra Govt. General Degree  
College for Women  
ChaksriKrishnapur-Kulberia::Kulberia::Purba Medinipur  
721649

1. Sri Debapriya Bhattacharyya, Associate Professor and HOD, Dept. of Bengali, Coordinator (IQAC)
2. Smt Souti Basu, Assistant Professor & HOD, Dept. of Philosophy, Member (IQAC)
3. Smt Soma Rani Karan, Assistant Professor, Dept. of Economics, Member (IQAC)
4. Dr. Ranjana Ganguly, Associate Professor & HOD, Dept. of Sanskrit, Member (IQAC)
5. Dr. Ina Dhar Roy Dasgupta, Assistant Professor & HOD, Dept. of Geography, Member (IQAC)
6. Dr. Deepankar Das, Assistant Professor & HOD, Dept. of Mathematics, Member (IQAC)
7. Dr. Pijush Kanti Tripathi, OIC, Haldia Government College, Senior Administrative Officers as Member (IQAC)
8. Shri Mahitosh Bhowmik, Administrative Staff, Member (IQAC)
9. Indrani Mahapatra, Student Representative, Member (IQAC)



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**Proceedings of the IQAC Meeting dated-07/07/2021.**

The Online meeting started at 1:00 pm. with the introductory deliberation by 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 meeting and confirmed.
3. It was resolved that the a „Covid 19 Help Group“ will be formed and all faculty members will participate in the help group to address support required by any students / faculty members and non-teaching staffs of the college.
4. It was resolved that a state level webinar will be organized on “Staying Connected During Covid”. It was also resolved that live streaming of the programme will be done. HOD, Department of Political Science will coordinate with the speakers

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

*Sebagonyu Bhattacharyya*

IQAC Coordinator



*Bijoy Krishna Roy*

Principal  
Shahid Matangini Hazra Govt. General Degree  
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721649

Principal





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Memo No.IQAC/13A

Date: 15.07.2021

### NOTICE

#### **Internal Quality Assurance Cell (IQAC)**

An Internal Quality Assurance Cell (IQAC) meeting will be held on 19.07.2021 at 1:00 PM to discuss the following agenda. The meeting will be conducted online using Google Meet.

#### **Agenda:**

- 1 Confirmation of the Minutes of IQAC meeting held on 07.05.2021.
1. Action taken report.
2. Induction of new member on IQAC.
3. Matter arising.

*Debabrya Bhattacharyya*

IQAC Coordinator

IQAC Members:



*Principal*  
Principal  
Shahid Matangini Hazra Govt. General Degree  
College for Women  
ChaksriKrishnapur-Kulberia::Kulberia::Purba Medinipur  
721649  
Principal

1.Sri Debapriya Bhattacharyya, Associate Professor and HOD, Dept. of Bengali, Coordinator (IQAC)

2.Smt Souti Basu, Assistant Professor & HOD, Dept. of Philosophy, Member (IQAC)

1. Smt Soma Rani Karan, Assistant Professor, Dept. of Economics, Member (IQAC)
2. Dr. Ranjana Ganguly, Associate Professor & HOD, Dept. of Sanskrit, Member (IQAC)
3. Dr. Ina Dhar Roy Dasgupta, Assistant Professor & HOD, Dept. of Geography, Member (IQAC)
4. Dr. Deepankar Das, Assistant Professor & HOD, Dept. of Mathematics, Member (IQAC)
5. Dr. Pijush Kanti Tripathi, OIC, Haldia Government College, Senior Administrative Officers as Member (IQAC)
6. Shri Mahitosh Bhowmik, Administrative Staff, Member (IQAC)
7. Indrani Mahapatra, Student Representative, Member (IQAC)



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**Proceedings of the IQAC Meeting dated-19/07/2021.**

The Online meeting started at 1.00 pm. with the introductory deliberation by 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 meeting and confirmed.
3. It was resolved that the following new members and IQAC Coordinator have been inducted on the IQAC for 2021-22.
  1. Smt Piku Das Gupta, Associate Professor & HOD, Dept. of Political Science, Coordinator (IQAC)
  2. Sri Debapriya Bhattacharyya, Associate Professor and HOD, Dept. of Bengali, Member (IQAC)
  3. Smt Lovely Burman, Assistant Professor, Dept. of Geology, Member (IQAC)
  4. Smt Yasmin Chaudhuri, Assistant Professor & HOD, Dept. of English, Member (IQAC)
  5. Kasmira Khatun, Student Representative, Member (IQAC)

Following existing IQAC members will continue:

Smt Soma Rani Karan, Assistant Professor, Dept. of Economics, Member (IQAC)

Dr. Pijush Kanti Tripathi, OIC, Haldia Government College, Senior administrative officers as Member (IQAC)

Shri Mahitosh Bhowmik, Administrative Staff, Member (IQAC)

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

*Debapriya Bhattacharyya*

IQAC Coordinator



*Bijoy Krishna Roy*

Principal

Shahid Matangini Hazra Govt. General Degree  
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Principal





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Memo No.IQAC/14

Date: 29.09.2021

**NOTICE**

**Internal Quality Assurance Cell (IQAC)**

An Internal Quality Assurance Cell (IQAC) meeting will be held on 01.10.2021 at 1:00 PM to discuss the following agenda. The meeting will be conducted online using Google Meet.

**Agenda:**

1. Confirmation of the Minutes of IQAC meeting held on 19.07.2021.
2. Action Taken Report
3. Covid-19 vaccination camp for students.
4. Service confirmation of new faculty members and service books updation.
5. Student Credit Card.
6. Matter arising.

IQAC members are requested to attend.

*Piku Das Gupta.*  
IQAC Coordinator



*Burman*  
Principal

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721649  
Principal

IQAC Members:

1. Smt Piku Das Gupta, Associate Professor & HOD, Dept. of Political Science, Coordinator (IQAC)
2. Sri Debapriya Bhattacharyya, Associate Professor and HOD, Dept. of Bengali, Member (IQAC)
3. Smt Soma Rani Karan, Assistant Professor, Dept. of Economics, Member (IQAC)
4. Smt Lovely Burman, Assistant Professor, Dept. of Geology, Member (IQAC)
5. Smt Yasmin Chaudhuri, Assistant Professor & HOD, Dept. of English, Member (IQAC)
6. Dr. Pijush Kanti Tripathi, OIC, Haldia Government College, Senior administrative officers as Member (IQAC)
7. Shri Mahitosh Bhowmik, Administrative Staff, Member (IQAC)
8. Kasmira Khatun, Student Representative, Member (IQAC)



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**Proceedings of the IQAC Meeting dated-01/10/2021.**

The Online meeting started at 1:00 pm. with the introductory deliberation by 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 meeting and confirmed.
3. It was resolved that the NSS will conduct a Covid 19 vaccination camp for students. All HODs will coordinate with students to update student wise status of vaccination.
4. It was resolved that service confirmation of new faculty members and service books updation will be updated by Shri Mahitosh Bhowmik and he will be assisted by Service Book Sub-committee. It was further resolved that the Teachers Council Secretary will arrange to prepare the list of faculty members whose confirmations are due and will documents will be prepared by office for submission.
5. It was resolved that Student Credit Card Awareness Programme will be organised by IQAC as per the Government notification and will be supervised by Dr. Dipankar Das, HOD, Department of Mathematics.

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

*Priyanka Das Gupta*

IQAC Coordinator



*Bijoy Krishna Roy*

Principal  
Shahid Matangini Hazra Govt. General Degree  
College for Women  
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Principal





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Memo No.IQAC/15

Date: 02.02.2022

**NOTICE**

**Internal Quality Assurance Cell (IQAC)**

An Internal Quality Assurance Cell (IQAC) meeting will be held on 07.02.2022 at 1:30 PM to discuss the following agenda.

**Agenda:**

1. Confirmation of the Minutes of IQAC meeting held on 06.10.2021.
2. Action Taken Report.
3. Preparedness for NAAC accreditation.
4. MoU with other educational institution.
5. Cleanliness of college premises and sanitization at post Covid-19 scenario.
6. Feedback from stakeholders.
7. Joining of new Librarian Shri Anupto Jana
8. Initiate MOU with Haldia Govt College and Tamluk College
9. Matter arising.

IQAC members are requested to attend.

*Piku Das Gupta*  
IQAC Coordinator

IQAC Coordinator  
Shahid Matangini Hazra Govt.  
General Degree College for Women  
Govt. of West Bengal

*Burman*  
Principal

Principal



IQAC Members:

Shahid Matangini Hazra Government  
General Degree College for Women  
Chaksrikrishnapur, Kulberia, Nimgouri  
Tamluk, Purba Medinipur

1. Smt Piku Das Gupta, Associate Professor & HOD, Dept. of Political Science, Coordinator (IQAC)
2. Sri Debapriya Bhattacharyya, Associate Professor and HOD, Dept. of Bengali, Member (IQAC)
3. Smt Soma Rani Karan, Assistant Professor, Dept. of Economics, Member (IQAC)
4. Smt Lovely Burman, Assistant Professor, Dept. of Geology, Member (IQAC)
5. Smt Yasmin Chaudhuri, Assistant Professor & HOD, Dept. of English, Member (IQAC)
6. Dr. Pijush Kanti Tripathi, OIC, Haldia Government College, Senior administrative officer as Member (IQAC)
7. Shri Mahitosh Bhowmik, Administrative Staff, Member (IQAC)
8. Kasmira Khatun, Student Representative, Member (IQAC)

**Shahid Matangini Hazra Government General Degree College for Women**  
**15<sup>th</sup> Internal Quality Assurance Cell (IQAC) Meeting Dated. 07.02.2022**

**List of attendees**

Sl No	Name	Signature
1.	Dr. Bijoy Krishna Roy, Principal	
2.	Smt Piku Das Gupta, Coordinator (IQAC)	Piku Das Gupta
3.	Sri Debapriya Bhattacharyya, Member (IQAC)	
4.	Smt Soma Rani Karan, Member (IQAC)	Soma Rani Karan
5.	Smt Lovely Burman, Member (IQAC)	Lovely burman
6.	Smt Yasmin Chaudhuri, Member (IQAC)	Yasmin Chaudhuri
7.	Dr. Pijush Kanti Tripathi, OIC, Haldia Government College, Senior administrative officers, Member (IQAC)	
8.	Shri Mahitosh Bhowmik, Administrative Staff, Member (IQAC)	Mahitosh Bhowmik
9.	Kasmira Khatun, Student Representative, Member (IQAC)	Kashmira Khatun
10.		
11.		
12.		





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**Proceedings of the IQAC Meeting dated-07/02/2022.**

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 and apprised the importance of IQAC for NAAC accreditation.
  2. The IQAC Co-Ordinator read out the minutes of the last meeting and confirmed.
  3. It was resolved that the IQAC will take the following Plan of Actions about preparedness for NAAC accreditation.:  
i) Arranging induction sessions for faculties with presentation of NAAC SSR as per revised guidelines for readiness.  
ii) Identification of faculties for preparation of SSR criterions.  
iii) All departments will coordinate in documentation for IQA and SSR preparation.
  4. It was resolved that MoU will be executed with Haldia Government College for faculty and student exchange programme for 2021-22.
  5. It was resolved that cleanliness of college premises and sanitization will be the continues process to maintain due protocols at post Covid-19 scenario. It was further resolved that green and clean campus initiatives also will be continue and NSS will coordinate.
  6. It was resolved that IQAC will arrange to obtain feedback from students, faculties and office staffs. All HODs will coordinate in this regard.
  - 7.. It was resolved that upon joining new Librarian in the vacant post, the functionality of central library With reading room facility will be made available to the students. It was further resolved that all Departmental Books alongwith stock registers will be handed over to the Librarian. It was further resolved that "Students Know Your Library" session will be conducted by the Librarian.
  8. It was resolved that MOU with Haldia Govt College and Tamluk College will be executed for academic resource exchange.
- With no more agenda to discuss, the Principal officially concluded the meeting by giving the Vote of Thanks.

IQAC Coordinator

*P. K. Das Gupta*

**IQAC Coordinator  
Shahid Matangini Hazra Govt.  
General Degree College for Women  
Govt. of West Bengal**

Principal

*B. K. Roy*

**Principal  
Shahid Matangini Hazra Government  
General Degree College for Women  
Chaksrikrishnapur, Kulberia, Nimgouri  
Tamluk, Purba Medinipur**