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BIJOY KRISHNA GIRLS' COLLEGE, HOWRAH

A NCTE and NAAC accredited (B⁺⁺) College
5/3, MAHATMA GANDHI ROAD, HOWRAH - 711 101.

Ref. No.

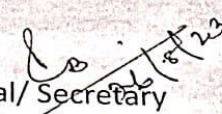
Date :

NOTICE

A meeting of all teachers will be held on ^{01. 9. 23} ~~31.08.2023~~ (Thursday)
at 2.00 p.m. in the College Auditorium. All teachers must attend
the same.

Agenda :-

- 1) To discuss matters related to upcoming CAG visit.
- 2) Miscellaneous.


Principal/ Secretary

Principal / Secretary
Bijay Krishna Girls' College
5/3, M. G. Road, Howrah-1

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Ref. No

Date: 01/09/2023

Meeting No. MINUTE BOOK Meeting Time

Meeting Date Meeting Place

Members Present:

1. ~~S. S. S.~~
2. Shanta Dasgupta.
3. Sama Ghosh. 01/09/23
4. Padma Ghosh 01/09/2023
5. Rashmi Mandal. 01.09.23
6. Rumita Das 1/9/23
7. Shyamali Bhattacharya 01/09/23
8. Ranjana Das 01.09.23
9. Cheekali Nand. 01.09.23
10. Pooja Sen (B.A.) Edu 1.9.23
11. Arpita Basu 1/9/23
12. Mijheem Chandra 1.9.23
13. Ragini Chaurasia 1/9/23
14. Divyanti Ghosh 1/9/23
15. Aparna Misra 1/9/23
16. Asmita Mukherjee 1/9/23.
17. Madhureeta Das. 01.09.2023.
18. Sreabani Chatterjee 1.9.2023
19. Sangita Saha (Dup) 1.9.2023
20. Ritula Paul 1.9.23.
21. Pallavi Saha 1.9.23
22. Sova Patra 1.9.2023
23. Sagunika Saha 1.9.2023.
24. Tulina Begum 1.9.2023
25. Mausamjan Pona 1.9.2023
26. Biswjit Saha 01/09/23
27. Anisba Khatun 1/9/23
28. Sayak Bhattacharya 1/9/23
29. Maitray Das 1/9/23
30. Aradhana Banerjee 1/9/23
31. Geetanjali Upadhyay 01/9/23
38. Lipika Panja 1/9/23

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39. Shelly of (handwritten)
40. Mohinmayee De (History) 01.09.2023
41. Chandrima Sarkar 1.9.23
42. Debajana Bhattacharya 1/9/23
43. Saranya Basu (Roy) 01/09/2023.
44. Joy Adhikary (Computer Science) 01/09/23
45. Mayurakshi Jana (Computer Science) 01.09.2023
46. Shikha Sinha Roy (History) 01.09.2023
47. MOUPTA ROY (History) 1.9.2023
48. Ananta Halder (B.Ed.) 01.09.2023.
49. Pallab Halder 01.09.2023
50. Ajay Mandal. 01.09.2023
51. Dr Pamela Saha 01.09.2023 (Dept. of Botany)
52. Anvita Mukherjee 01.09.2023 (Zoology)
53. Dr Susanta Saha 01.09.2023 (Zoology)
54. Indira Ghosh
55. Shyamal Kumar Pal
56. Kanta Bhattacharya.
57. Samiran Banerjee
58. Rupak Bhattacharya. 1/9/23
59. Kater Mondal 01/9/23
60. Bhaskar Chandra 1.9.23.
61. Krishnakant Bhakta 01.09.23
62. Nabanita Mukherjee 01/09/2023
63. Subrata Kr. Banik (Bot Dept) 01/09/23.
64. Shanku Paul (Stu) 01/9/23
65. Partha Sarathi Nandi (Bengali, SACT) 01/09/23
66. Chiranjit Saha EDCA 1/9/23
67. Abhijit Karimkar 01/9/2023
68. Sukhamoy Choudhury 01/09/2023
69. Subhadip Das 01.09.2023.
70. Chinmoy Basu 01.09.2008.
71. ~~Handwritten~~
72. ~~Handwritten~~
73. Suvarn Taha Gupta 01.09.2023

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74. Lakshmi J. Dey 01/09/2023
75. Banani D. 1/9/23
76. Chaitali Pal (Chemistry)
77. Minmay Nandan 01/09/2023
78. Subani Das 1/9/23
79. Satarupa Mukherjee 01.09.2023
80. Sikta Mutsuddi 01/09/23
81. Shelly Bhattacharya 01.09.2023.
82. Soumya Narayan Datta (Sociology) 1.09.2023
83. Anmolika Banerjee (Sociology) 01/09/2023.
84. Sumanjita Sen (Sociology) 01/09/2023.
85. Suyasha Mukherjee 01.09.2023
86. S. Chandhuri (Geography) 01.09.2023
87. Sam Datta (Zoology) 01.09.2023
88. Dibyendu Ghosh (Sociology) 01.09.23.
89. ~~90.~~ 90. Anurag 01.09.23
91. ~~92.~~ 91. Sanjit Ankusa 1/9/23.
92. Jitendra Nath Das 1/9/23
93. Binda Ranjan Goswami 1.9.23
94. Subriyo Chattopadhyay 01.9.23.
95. Rituparna Basu 1/9/2023.
96. Karabi Mitra 01.9.23
97. Chaitali Choudhury 01.09.23.
98. Sume Chandra 01.09.23
99. Sanjana Sanyal Ghosh 01.9.23
100. Papiya Ghosh 1/9/23.
101. Srishti Mishra 1/9/23
102. Sumana Ghosh 1/9/23
103. Nandita Palit 1/9/23
104. Anjali Chatterjee 1/9/23
105. Sonamoni Basu 1/9/23.
106. Bondana Pal 1/9/23
107. Jaya Ramnath. 1-9-23

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- 108. Sweta Guha
- 109. Sarbananda Guha Goswami. 01.09.23
- 110. Debjani Mitra 01/09/23.
- 111. Ajit Kr. Acharya. 01/7/23.
- 112. Saranda Das (Maity) 01/9/23
- 113. Bhubu
- 114. Adhaya 1.9.23

Minutes

The Principal started the meeting by ~~that~~ thanking Dr. Shelly Bhattacharyya for doing fantastic job as acting TIC. She in reciprocation thanked Kaushik Bandyopadhyay & Dr Sweta Guha.

The Principal asked all members to remain present during 30.10.23 - 2.11.23 as CAC would visit the college. All records regarding purchase & requisition, approval from finance etc are to be kept properly. All teachers are requested to bring 1) Prop cv, 2) Vination memo 3) Vidwan Identity 4) Appointment / Confirmation / Promotion / Retirement memo.

It has been resolved that:-

Teacher's Diary will be launched in website.

For Ph Depts - 1) C.V. of all visiting teachers

All Reports of all departmental activities are to be kept ready since 2013. Assal Register to be maintained properly.

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MINUTE BOOK

Meeting Time

Meeting Date

Meeting Place

For ~~Recd~~ all cells, date of establishment to be mentioned. 1) R & D Cell 2) Anti Ragging Cell 3) NSS, 4) IPAC, 5) Grievance Redressal Cell.

Rules of College Expenditure :-

- 1) Where decision has been taken
- 2) Approval of quotation
- 3) Allocation of money
- 4) Purchase
- 5) Utilization certificate

Principal requested all teachers to submit lecture note within 30.9.23. Dr. Rupak Bhattacharya, Dr. Debasana Kumar & Sanjit Anker NAAC coordinators for 4th cycle have been selected unanimously as NAAC coordinators for 4th cycle.

[Signature]
01/09/23

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Date ...01.09.2023

Minutes of Meeting of IQAC with all Teachers held on 01.09.2023

Members present:

- Dr. Ruma Bhattacharyya

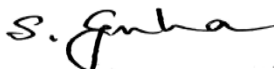
1	Radha Ghosh
2	Nabanita Mukherjee
3	Partha Sarathi Nandy
4	Ajit Kumar Acharya
5	Suvan Tasho Lepcha
6	Dibyendu Ganguli
7	Debleena Kumar
8	Bharti Prasad
9	Papiya Samanta (Bag)
10	Firdaus Shakil
11	Divyarati Ghosh
12	Aradhana Banerjee
13	Maitry Das
14	Debjani De
15	Rumki Dey
16	Lipika Panja
17	Ranjana Das
18	Shyamali Banerjee
19	Chaitaly Nandy
20	Ujjwayini Chandra
21	Ratna Roy
22	Arpita Basu
23	Asmita Mukerjee
24	Ritula Pal
25	Geetanjali Upadhyay
26	Sangita Sinha (Dey)
27	Sraboni Chatterjee
28	Manoranjan Parua
29	Anuradha Banerjee
30	Suranjita Sur
31	Soumya Narayan De
32	Mayurakshi Jana
33	Sushmita Pramanik
34	Joy Adhikary
35	Ananta Halder

36	Sova Patra
37	Mrinmoy Nandan
38	Amrita Mukherjee
39	Sushanta Sadhukhan
40	Pamela Saha
41	Shyamal Kumar Pal
42	Koushik Bandopadhyay
43	Anup Kumar Biswas
44	Amit Majumdar
45	Ranen Bhattacharyya
46	Aditi Dutta
47	Ajoy Mondal
48	Sukhomay Chowdhury
49	Chinmoy Basu
50	Subrata Kumar Banik
51	Jhantu Pal
52	Dhriti Shankar Mondal
53	Baisakhi Ghosh
54	Samiron Banerjee
55	Chiranjib Saha
56	Basudeb Roy Chowdhury
57	Jitendra Nath Das
58	Bhaskar Chaudhuri
59	Joydeep Saha
60	Debanjana Bhattacharya
61	Mrinmoyee De
62	Chandrima sarkar
63	Sanchayita Basu
64	Tuhina Begum
65	RanjanaSarkar Ghosh
66	Sarbani Guha Ghosal
67	Sraboni Das
68	Chaitali Chowdhury
69	Moitreyee Sen Mitra
70	Aparna Mishra
71	Ragini Chourasia
72	Shelly Bhattacharya
73	Satarupa Mukherjee
74	Sikta Mutsuddi
75	Rupak Bhattacharyya
76	Sweta Guha
77	Sarajit Ankura
78	Debjani Mitra
79	Rituparna Basu
80	Papiya Ghosh Chatterjee
81	Anwasha Acharya

82	Sonamani Biswas
83	Nandita Palit
84	Soma Chandra
85	Parth Ghosh
86	Suvradip Das
87	Pratap Mondal
88	Samhita Chaudhury
89	Anirban Mullick
90	Sayak Bhattacharya
91	Biswajit Saha
92	Abhijit Karmakar
93	Moupiya Roy
94	Shipra Sinha Roy
95	Sunanda Maity (Das)
96	Tanushree Das

Minutes of the meeting:

- Minutes of the previous meeting is read and confirmed.
- The Principal, Dr. Ruma Bhattacharyya started the meeting by thanking Dr. Shelly Bhattacharyya for doing fantastic job as acting TIC. She in reciprocation thanked Kaushik Bandyopadhyay and Dr. Sweta Guha.
- The Principal asked all teachers to remain present during 30.10.23 -2.11.23 as CAG would visit the college. All records regarding purchase, requisition, approval from finance etc are to be kept properly. All teachers are requested to bring 1)CV 2) Fixation memo 3) Vidwan Identity 4) Appointment & confirmation letter 5) Promotion & Retirement Memo. For PG Departments, all visiting faculties are required to bring C.V. Reports of all departmental activities are to be kept ready since 2013. Asset register is to be maintained properly. For all Cells (R& D, Anti Ragging, NSS, IQAC & Grievance Redressal Cell) date of establishment is to be mentioned.
- The Principal announced that Teacher's Diary will be launched in website. She requested all teachers to submit Lecture Note within 30.9.23.
- It has been unanimously decided that Dr. Rupak Bhattacharyya, Dr. Debleena Kumar and Sarajit Ankura will act as NAAC Coordinators for the 4th Cycle.
- Meeting ended with vote of thanks.



(DR. SWETA GUHA)
IQAC COORDINATOR



(DR. RUMA BHATTACHARYYA)
PRINCIPAL