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## BIJOY KRISHNA GIRLS' COLLEGE, HOWRAH

A NCTE and NAAC accredited (B<sup>++</sup>) College

5/3, MAHATMA GANDHI ROAD, HOWRAH - 711 101.

### NOTICE

A meeting of IQAC will be held on 19.07.2023 at 2.00 p.m.  
All members are requested to be present.

Agenda:

1. Preparation of AQAR of 2022-23.
2. Discussion on publication of Newsletter (2022-23).
3. Discussion on proposed activities.
4. Miscellaneous.

*Shelley Bhattacharya 17.07.2023.*

Principal/ Secretary

For

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

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Ref. No .....

Date: 19/07/2023

Meeting No. .... **MINUTE BOOK** Meeting Time .....

Meeting Date ..... Meeting Place .....

Members present:

Shelly Bhattacharya 19.07.23.

~~KS~~ ~~19/7/23~~

Barbani Ghosh (Ghosal) 19.07.23.

Debjani Mitra 19/07/23.

Rupama Mukherjee 19.7.23

Papaya Ghosh - 19/7/23.

Rupali Bhattacharya. 19/7/23 .

Sraboni Chatterjee 19.7.23

Comen K 19/7/23

Sweta Ghosh

Minutes of the meeting of 19.07.2023 at 2 pm

1) First the information of the faculty will be collected and information about the depts will be ~~not~~ collected later. Forms for collecting data will be ~~collected~~ circulated at the earliest ~~too~~ after reviewing the form. → suggested by the IQAC coordinator. The coordinators of diff't criterion will design the google form. Afterwards a consolidated single form will be given to the faculty.

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② The google form has to be prepared by 23.07.23 for teacher's data & to be circulated to coordinator on 24.07.23.

③ Newsletter of 2022 June to 2023 May will be opened on the first day of the social with the same team.

④ On 3-4-5 August 2023 - B-ED in U organize a workshop. The coordinator is asked them to seek collaboration with Uluberia college.

⑤ The criterion records should be prepared keeping in mind the suggested benchmark of the NAAC.

⑥ Dr. <sup>Dr. P. P. Dasgupta</sup> Rupal Bose has suggested to club the Small Budget Short Project programs among different departments.

⑦ Lecture Notes in the formation of book can be published to increase the publication ~~use~~ quantity of the faculty. Dr Rupal & Dr Papsiye suggested less. Dr. R. D. (Jr) has suggested a site for free e-book

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Ref. No .....

Date ...19.07.2023

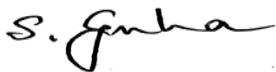
## Minutes of Meeting of IQAC held on 19.07.2023

Members present:

1. Dr. Shelly Bhattacharyya
2. Dr. Sweta Guha
3. Ranen Bhattacharyya
4. Rupkatha Mukherjee
5. Ranjana Sarkar Ghosh
6. Sarbani Guha Ghosal
7. Dr. Somen De
8. Dr. Papiya Ghosh
9. Dr. Debjani Mitra
10. Dr. Rupak Bhattacharyya
11. Dr. Sraboni Chatterjee

Minutes of the meeting:

- Minutes of the previous meeting is read and confirmed
- Forms of collecting data for AQAR 2022-23 will be circulated among teachers. The coordinators of different Criteria will design their Google Form.
- Newsletter of 2022-23 will be released on the first day of Social with the same team.
- On 4<sup>th</sup> and 5<sup>th</sup> August, 2022, Department of B.Ed will organize a workshop. Coordinator, IQAC suggested to seek collaboration with Uluberia College.
- Coordinator, R& D Cell suggested to club the Small Budget Short Project among different departments.
- Coordinator, R& D Cell suggested that Lecture Notes can be published to increase publication quality of the faculty.
- Meeting ended with vote of thanks.



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(DR. SWETA GUHA)  
IQAC COORDINATOR



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(DR. RUMA BHATTACHARYYA)  
PRINCIPAL