



**SILIGURI MAHILA MAHAVIDYALAYA**  
ESTD. : 1981

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

1 NO. DABGRAM, P.O. RABINDRA SARANI, SILIGURI - 734006

Phone No : 0353-2999519 ❖ E-mail ID : slg\_smm@yahoo.com ❖ Website : <http://www.smm.ac.in>

Ref. No. ....

Date : .....

Meeting 01/2022-23

NOTICE 30.06. 2022

A meeting of IQAC will be held on 09/07/2022 in Principal's chamber at 12 noon discuss the following agenda. All members are requested to attend the same.

Members present:

Dr. Subrata Debnath, Principal, Siliguri Mahila Mahavidyalaya

Smt. Swati Banerjee, Coordinator IQAC and Associate Professor, Department of Political Science, Siliguri Mahila Mahavidyalaya *Swati*

Dr. Sujit Ghosh, Principal, Siliguri College, Local Community member

Sri Jayanta Kar, Local Community member

Dr. Sharmila Lahiri Maitra, Associate Professor of English, Siliguri Mahila Mahavidyalaya *Sm*

Smt. Prodipta Bose, Assistant Professor of History, Siliguri Mahila Mahavidyalaya *Prodipta*

Dr. Uday ratan Mukherjee, Assistant Professor of Bengali, Siliguri Mahila Mahavidyalaya *U.R. Mukherjee*

Dr. Prabir Kumar Kundu, Assistant Professor of Geography, Siliguri Mahila Mahavidyalaya

Smt. Latika Roy Poddar, Assistant Professor of Bengali, Siliguri Mahila Mahavidyalaya *RPoddar*

Dr. Mahuya Roychoudhury Bhowal, Assistant Professor of Sociology, Siliguri Mahila Mahavidyalaya *Mahuya*



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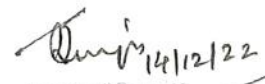
**MINUTES OF THE MEETING HELD ON 09.07.2022**

1. Discussion regarding Offline induction program
2. Decision concerning registration process for NAAC accreditation
3. Purchase of sick beds and Sanitary Vending Machine for students
4. Emphasize on Installation of Solar Panel with immediate effect

**ACTION TAKEN**

- After the reopening of the college on 2nd February 2022, the first induction programme for the 3<sup>rd</sup> & 5<sup>th</sup> semester students has been conducted offline on 14.07.2022 and for 1st semester students on 19.09.2022 adhering to strict COVID protocols.
- Siliguri Mahila Mahavidyalaya successfully completes its NAAC registration process on 24.09.2022 and creates institutional page at the NAAC portal.
- Two sick beds have been purchased for the students.
- The matter forwarded to GB for purchase of Solar panel with 5 KB weightage.

  
(Dr. Subrata Debnath) 14.12.22  
Principal  
Siliguri Mahila Mahavidyalaya  
1 No Dabgram, Siliguri  
Mobile No. 9831177777

  
Prof. Swati Banerjee  
Coordinator, IQAC &  
Associate Professor of Political Science  
Siliguri Mahila Mahavidyalaya



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### MEETING 02/2022-23

### NOTICE: 19/09/2022

A meeting of IQAC will be held on 28/09/2022 in Principal's chamber at 12 noon to discuss about the following agenda. All members are requested to attend the same.

Members Present:

Dr. Subrata Debnath, Principal, Siliguri Mahila Mahavidyalaya

Smt. Swati Banerjee, Coordinator IQAC and Associate Professor, Department of Political Science, Siliguri Mahila Mahavidyalaya *Swati*

Dr. Sujit Ghosh, Principal, Siliguri College, Local Community member

Sri Jayanta Kar, Local Community member

Dr. Sharmila Lahiri Maitra, Associate Professor of English, Siliguri Mahila Mahavidyalaya *Sm*

Smt. Prodipta Bose, Assistant Professor of History, Siliguri Mahila Mahavidyalaya *Prodipta*

Dr. Uday ratan Mukherjee, Assistant Professor of Bengali, Siliguri Mahila Mahavidyalaya *U.R. Mukherjee*

Dr. Prabir Kumar Kundu, Assistant Professor of Geography, Siliguri Mahila Mahavidyalaya

Smt. Latika Roy Poddar, Assistant Professor of Bengali, Siliguri Mahila Mahavidyalaya *Latika*

Dr. Mahuya Roychoudhury Bhowal, Assistant Professor of Sociology, Siliguri Mahila Mahavidyalaya *Mahuya*





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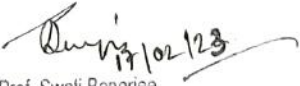
**MINUTES OF THE MEETING HELD ON 28/09/2022**

1. Preparedness for NAAC accreditation
2. Formation of NAAC steering committee
3. Workshop of Students' credit card
4. Discussion regarding Construction of GIS laboratory and installation of GIS software

**ACTION TAKEN**

- An all-concerned meeting has been convened by the principal of the college to discuss the necessary steps to follow for the college to appear for the 1<sup>st</sup> cycle of NAAC accreditation process.
- The Governing body requests the IQAC coordinator to form a NAAC steering committee to assist the IQAC committee for smooth functioning of NAAC accreditation process.
- The Nodal officer appointed by college is requested to organise workshops at regular intervals to create awareness among the students regarding Students' Credit Card.
- The matter forwarded to Governing Body for approval and initiation of the necessary process for the construction purpose.

  
(Dr. Subrata Debnath) 17.02.23  
Principal  
Siliguri Mahila Mahavidyalaya  
1 No. Dabgram, Siliguri  
Mobile No - 991975

  
Prof. Swali Banerjee  
Coordinator, IQAC &  
Associate Professor of Political Science  
Siliguri Mahila Mahavidyalaya



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**MEETING 03/2022-23**

**NOTICE 22.12.2022**

A meeting of IQAC will be held on 29/12/2022 in Principal's chamber at 12 noon to discuss about following agendas. All members are requested to attend the same.


Members present:

Dr. Subrata Debnath, Principal, Siliguri Mahila Mahavidyalaya

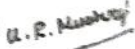
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Dr. Sujit Ghosh, Principal, Siliguri College, Local Community member

Sri Jayanta Kar, Local Community member


Dr. Sharmila Lahiri Maitra, Associate Professor of English, Siliguri Mahila Mahavidyalaya 

Smt. Prodipta Bose, Assistant Professor of History, Siliguri Mahila Mahavidyalaya 

Dr. Uday ratan Mukherjee, Assistant Professor of Bengali, Siliguri Mahila Mahavidyalaya 

Dr. Prabir Kumar Kundu, Assistant Professor of Geography, Siliguri Mahila Mahavidyalaya

Smt. Latika Roy Poddar, Assistant Professor of Bengali, Siliguri Mahila Mahavidyalaya 

Dr. Mahuya Roychoudhury Bhowal, Assistant Professor of Sociology, Siliguri Mahila Mahavidyalaya 



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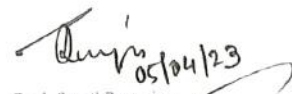
**MINUTES OF THE MEETING HELD ON 29/12/2022**

1. Discussion regarding Observance of Students' Week
2. Discussion on subscription of E-journals and N-List and augmenting library infrastructure
3. Organising Periodic Lecture Series by the Department of Philosophy

**ACTION TAKEN**

- The Faculty members of the college with the IQAC chalked out list of events/competitions to observe Students' Week in college as per the guidelines of Government of West Bengal.
- In compliance with the discussion in the meeting, the librarian collected the necessary information related to the subscription for e journals and N-List. A Photocopier has been installed in the library to aid the students to make Xerox of study materials as per requirement.
- The periodic lecture series was organised by the Department of Philosophy, Siliguri Mahila Mahavidyalaya on 30.03.2023 & 31.03.23 and sponsored by Indian Council for Philosophical Research (ICPR).

  
(Dr. Subrata Debnath) - 05.04.23  
Principal  
Siliguri Mahila Mahavidyalaya  
1 No. Dabgram, Siliguri  
Mobile No. - 9912722

  
Prof. Swati Banerjee  
Coordinator, IQAC &  
Associate Professor of Political Science  
Siliguri Mahila Mahavidyalaya





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Meeting 04/2022-23

NOTICE/13.03.2023

A meeting of IQAC will be held on 20.03.2023 in Principal's chamber at 12 noon to discuss about following agendas. All members are requested to attend the same.

Members present:

Dr. Subrata Debnath, Principal, Siliguri Mahila Mahavidyalaya

Smt. Swati Banerjee, Coordinator IQAC and Associate Professor, Department of Political Science, Siliguri Mahila Mahavidyalaya *Swati*

Dr. Sujit Ghosh, Principal, Siliguri College, Local Community member

Sri Jayanta Kar, Local Community member

Dr. Sharmila Lahiri Maitra, Associate Professor of English, Siliguri Mahila Mahavidyalaya *Sm*

Smt. Prodipta Bose, Assistant Professor of History, Siliguri Mahila Mahavidyalaya *Prodipta*

Dr. Uday ratan Mukherjee, Assistant Professor of Bengali, Siliguri Mahila Mahavidyalaya *U.R. Mukherjee*

Dr. Prabir Kumar Kundu, Assistant Professor of Geography, Siliguri Mahila Mahavidyalaya

Smt. Latika Roy Poddar, Assistant Professor of Bengali, Siliguri Mahila Mahavidyalaya *Poddar*

Dr. Mahuya Roychoudhury Bhowal, Assistant Professor of Sociology, Siliguri Mahila Mahavidyalaya *Mahuya*



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**MINUTES OF THE MEETING HELD ON 20.03.2023**


1. Discussion regarding hosting NAAC Workshop
2. Special Talk to organised by Women's Development Cell, Siliguri Mahila Mahavidyalaya
3. Signing of MOU for the benefit of the students of the college.

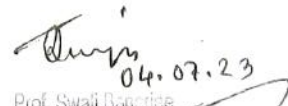
**ACTION TAKEN**

Siliguri Mahila Mahavidyalaya hosted One Day State Level workshop on "NAAC A& A and NEP: Challenges Ahead" under the guidance of Dr. Pankaj Debnath, NAAC Assessor and Principal Cooch Behar college on 26.04.2023. The HOIs, IQAC Coordinator and NAAC Convenors of the colleges from the districts of Alipurduar, Coochbehar, Darjeeling, Jalpaiguri, Kalimpong, Uttar Dinajpur and Dakshin Dinajpur participated in the Workshop.

An interactive session was organised by Women's Development Cell, Siliguri Mahila Mahavidyalaya on the topic "Is there a Right Age to Introduce Feminism?-Seeking Answers through the Project Women of India". Dr. Arunima Chanda, Assistant Professor of English, Birsa Munda College acted as the keynote speaker for the session. It was also an academic initiative under MOU between two colleges.

Total Memorandum of understanding (MOU) with 4 undergraduate colleges, viz. Lilabati Mahavidyalaya, Thakur Panchanan Mahavidyalaya, Samuktala Sidhu Kanu College, Maharani Kasiswari College, 1 MOU with Dr. Shantanu De, 1 with Law firm of P.K. Ghosh, 1 with Terrai Doars Educational Society, 1 with Anudip Foundation, 1 with NSS Academy and 1 with Gen Next and 1 with corporate Pidilite Ltds.

  
(Dr. Subrata Debnath)  
Principal  
Siliguri Mahila Mahavidyalaya  
1 No. Dabgram, Siliguri  
Mobile No. 391979

  
04.07.23  
Prof. Swati Banerjee  
Coordinator, IQAC &  
Associate Professor of Political Science  
Siliguri Mahila Mahavidyalaya





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Meeting 05/2022-23

NOTICE: 14/06/2023

A meeting of IQAC will be held on 21.06.2023 in Principal's chamber at 12 noon to discuss about following agendas. All members are requested to attend the same.

Members present:

Dr. Subrata Debnath, Principal, Siliguri Mahila Mahavidyalaya


Smt. Swati Banerjee, Coordinator IQAC and Associate Professor, Department of Political Science, Siliguri Mahila Mahavidyalaya 

Dr. Sujit Ghosh, Principal, Siliguri College, Local Community member

Sri Jayanta Kar, Local Community member


Dr. Sharmila Lahiri Maitra, Associate Professor of English, Siliguri Mahila Mahavidyalaya 

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Dr. Uday ratan Mukherjee, Assistant Professor of Bengali, Siliguri Mahila Mahavidyalaya 

Dr. Prabir Kumar Kundu, Assistant Professor of Geography, Siliguri Mahila Mahavidyalaya

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MINUTES OF THE MEETING HELD ON 21.06.2023

1. Discussion regarding hosting NIRF Workshop at the college
2. Formation of Alumni Association
3. Induction and commencement of classes

ACTION TAKEN

- A state Level Workshop on the "NIRF Ranking: Preparation at the College Level" was organised at Siliguri Mahila Mahavidyalaya on 13.08.2023 and sponsored by Department of Higher Education, Government of West Bengal.
- The Alumni Committee initiated the process of formation and registration of the Alumni association of the college.
- The Academic council finalised the date of induction based on University of North Bengal's circular regarding commencement of classes for the 1<sup>st</sup> Semester students. The new Curriculum of FYUGP (based on New Education Policy) explained in details to the students during the induction program.

  
Prof. Subrata Dasgupta  
Principal  
Siliguri Mahila Mahavidyalaya  
1 No. Dabgram, Siliguri  
Mobile No. 9831377

  
Prof. Swati Banerjee  
Coordinator, IQAC  
Associate Professor of Political Science  
Siliguri Mahila Mahavidyalaya