

NOTICE

DATE: 07.9.2022

Subject: Invitation to attend IQAC meeting at the 19.9.2022 Institute of Education for Women, Hastings House, CTE

Respected Sir/Madam,

I hereby co-ordinally invite you to attend the meeting of the Internal Quality Assurance Cell of Institute of Education for Women, Hastings House, CTE as External/Internal members on 19.9.2022

Agenda of the meeting:

- 1) CAS of smt Mitali Mondal, Assistant Professor of Geography.
2. Proposal for planting a new medicinal plants. ~~and~~
3. Matters arising.

Members Present:

1. U. h. Munkhi
2. Pratap Kabiraj
3. Sopa Singha Ray
4. Anupathi

Pratap Kabiraj  
07/9/2022

IQAC-COORDINATOR  
Institute of Education for Women  
Hastings House, Alipore  
Kolkata-27

Proceedings of the IQAC meeting held on 19.09.2022 at 2 PM. Professor Ujjal Kumar Mukherjee, officer-in-charge, Institute of Education for Women, Hastings House, CTE, took the chair.

The following agenda have been resolved in the meeting.

1. As per resolution taken earlier on necessary steps have been taken to decompose the non-degradable waste materials lying in the college ~~school~~ surroundings by digging up a big pit taking all members related to decomposition for making organic manure and proper utilization of this manure is done for growth of plantation work.

2. Mitali Mondal ~~is~~ has submitted her 1st CAS file to the IQAC co-ordinator on 18.07.22. The members of IQAC both internal and external is pleased to check the file. So it is resolved that the CAS of Mitali Mondal will be done as early as possible and also IQAC members are requested to the officer-in-charge, Institute of Education for Women, Hastings House to form a screening committee as per rules to fulfill the procedure.

3. Resolved that plantation programme regarding new sapling and medicinal plants will be organized around our college boundary and inside of the college garden.

4. Matters arising, there was no item discussed under this category. The meeting is ended with vote of thanks to chair.

U. h. Munkhi

Officer-in-Charge  
Institute of Education for Women  
Hastings House, Alipore