

3) The meeting noted that the physical units of Zero B Water Treatment plant and iron removal system (Item number 2c(a) of RUSA DPR) (Order placed to OMNI Tech) has been received by the college. The vendor has promised to install the system by the next seven days. The PMU resolved to clear their bill after physical check of the working of the system and post facto approval of the GB.

4) The meeting noted that all equipments to host the Public Address System of the College (item number 2e(f) of RUSA DPR) has been acquired by the college. Vibgyor Info, the vendor, has finished installing 17 points of the system. The remaining can be done only after completion of Block D of the college. PMU resolves to clear their bill after physical check of the working of the system and against a declaration that they would finish the project as and when the construction for Block D of the college is finished.

5) Work order for Laboratory Equipment (Item number 3D of RUSA DPR) from the second call was placed on 8th March, 2019. The PMU resolves to pay the bills of the L1 bidders identified by the item-wise E-Tendering after clearance from the concerned departments. (Comparative statement as Enclosure 1)

6) Work order for Gallery/Showcase was placed on 8th March, 2019 to Hashnuhana, the L1 bidder in the category (Item 2e(b) of RUSA DPR). The PMU will pay the bills after successful completion of the project and physical check by PMU.

The meeting ended with vote of thanks to the chair.

S Ghosh
18.03.19

Convenor
PMU - RUSA

Amal K
18/03/19

Principal & Secretary
Hiralal Mazumdar Memorial College
For Women
Dakshineswar, Kolkata - 700 035

Rupali
18/03/2019

Co-ordinator
Internal Quality Assurance Cell (IQAC)
Hiralal Mazumdar Memorial
College for Women
Dakshineswar, Kolkata - 700 035



Hiralal Mazumdar Memorial College For Women

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Ref.No.....

Date.....

Dated at Kolkata - 700035: 13.11.2019

NOTICE

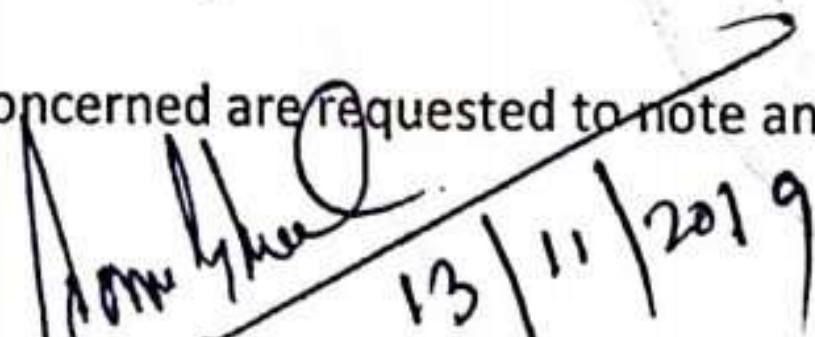
This is notified for information that an urgent meeting of IQAC will be held on 14.11.2019 at 03:00 P.M. in the meeting hall of the college.

All the following members, Heads of all departments and Convener & Placement officer of Career Counselling and Placement Cell are requested to remain present in the said meeting.

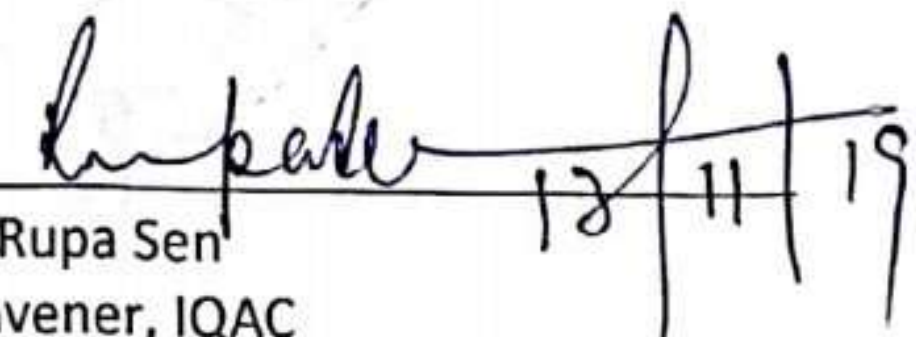
IQAC and NAAC Advisory Committee (Internal Members)

- | | |
|---|---------------------------|
| 1. Principal & Secretary | :Dr. Soma Ghosh |
| 2. Convener | :Dr. Rupa Sen |
| 3. Joint Convener | :Dr. Dipanwita Ghosh |
| 4. Bursar | :Dr. Lipika Mullick |
| 5. Legal Advisor and Alumni (Advocate, Calcutta High Court) | :Smt. Arpita Banerjee |
| 6. Teachers Council Secretary | :Dr. Prodip Das |
| 7. Teachers' Representative | :Smt. Tanaya Ray |
| 8. Teachers' Representative | :Dr. Mohua Seth |
| 9. Teachers' Representative Cum Ex-Student | :Smt. Antara Goswami |
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| 12. Teachers' Representative | :Smt. Debdutta Ganguly |
| 13. Teachers' Representative | :Ms. Fatma Khatoon |
| 14. Head Clerk | :Shri Samar Kumar Das |
| 15. Accountant | :Shri Prosenjit Das |
| 16. NTS Representative | :Shri Amit Kumar Mondal |
| 17. NTS Representative | :Smt. Sriparna Chatterjee |

All concerned are requested to note and act accordingly.


13/11/2019
Dr. Soma Ghosh
Principal & Secretary

Principal & Secretary
Hiralal Mazumdar Memorial College
For Women
Dakshineswar, Kolkata - 700 035


13/11/19
Dr. Rupa Sen
Convener, IQAC

Convener
Internal Quality Assurance Cell (IQAC)
Hiralal Mazumdar Memorial
College for Women
Dakshineswar, Kolkata - 700 035

Members present in the meeting: -

1. Anu Khuntia 14.11.19
2. Rupali 14/11
3. Oshib 14.11.19.
4. Dulica 14.11.19
5. Subasree Ghosh (Biswas) 14.11.19
6. Madhusri Das 14/11/19. (Invitee)
7. Sama Saha 14.11.19.
8. ~~Yan~~ 14.11.19
9. M. Setto 14/11/19
10. Tanaya Ray 14/11/19.
11. Indrajit Biswas 14/11/19
12. Samrat Kumar Das 14.11.2019.
13. Mriganka Narayan Das 14.11.19
14. G. G. 14.11.19
15. Pradipta Kumar 14.11.19
16. ~~Ind~~ 14.11.19
17. Dilip Panda 14.11.19
18. Aditya Saha 14.11.19.

HIRALALMAZUMDAR MEMORIAL COLLEGE FOR WOMEN

Dakshineswar, Kolkata -7000 035

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E-mail: hmmcw35@gmail.com

Phone No. – 033-25444520/033-2564-5148

Proceedings of the meeting of the IQAC & NAAC Screening Committee dated 14th November, 2019 in the meeting hall of the college.

1. Resolved that Shri Hasanuzaman Biswas shall hereafter be in-charge of commerce department of the college.
Shri Pradipta Mukherjee shall be in-charge of Hindi department.
Woman Studies shall be in-charge of Dr. Pritha Kundu.
Environmental Science shall be in-charge of Dr. Indrajit Biswas.
Urdu department be in-charge of Dr. Dilip Panda.
Music Department shall be in-charge of Dr. Rupa Sen.
While Electronics and Computer Science be in-charge of Dr Parthapratim Pradhan.
2. Principal expressed dissent against sudden leave taken by Shri Abhra Basu Chowdhury without intimation. Resolved that the Principal requested that the matter be noted in the meeting.
3. Resolved that date of submitting internal assessment extended till Wednesday 20/11/2019. All respective departments are requested to submit the attendance and marks by 22/11/19.
4. Resolved that communicative English and computer literacy be refurbished.
Resolved that Semester I (General) – MIL – 10 Marks added (ALT) and
Semester III (General) – MIL – 10 Marks be added (Computer)
5. Parent – Teachers meeting book be updated.
6. Resolved that all Sub-committees meeting books, copies be duly signed and updated by 24th December, 2019.
7. Resolved that Science departments ought to submit their stock books to Dr. Lipika Mullik by 15th December, 2019.
8. Resolved that institutional and academic calendar be submitted to Dr. Indrajit Biswas by December, 2019.
9. Accounts be organised by Dr. Dipanwita Ghosh and Shri Mriganka Narayan Das while office be organised by Pradipta Mukherjee and Dr. Lipika Mullik by December, 2019.
The office shall be digitised by Smt. Sriparna Chatterjee, Shri Anupam Mukherjee and Shri Subhankar Malakar.
10. Observation of important dates be planned and executed by Dr. Sujata Mukherjee and Smt. Sandhya Soren.
11. Resolved that all requisition to be submitted by departments to Shri Pradipta Mukherjee and Dr. Indrajit Biswas within 30th November, 2019
12. Feedback forms to be processed by Dr. Dipanwita Ghosh.
13. Resolved that each department ought to take responsibility for mentoring at last one student.

HIRALALMAZUMDAR MEMORIAL COLLEGE FOR WOMEN

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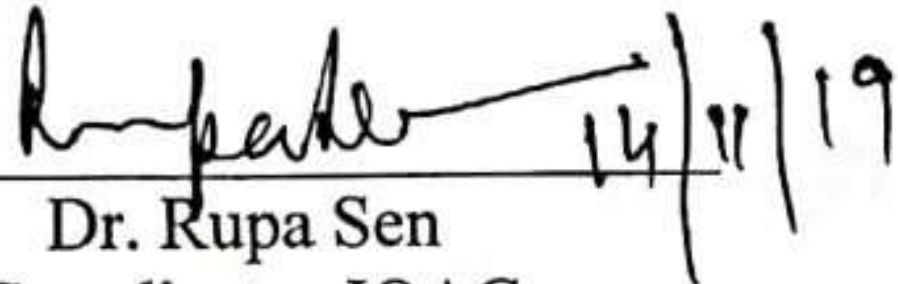
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E-mail: hmmcw35@gmail.com

Phone No. – 033-25444520/033-2564-5148

14. Resolved that students be encouraged for MSME projects. Already officers have been in touch with college authority.
15. Resolved that Dr. Madhumita Sen be inducted to the IQAC of our college.
16. Resolved that Communicative English and Computer Literacy be offered as AECC / SEC for B.A. General.
17. Academic and administrative audit has been processed on the basis of the reports submitted by the departmental teachers, office and Accounts and the same should be approved after through scrutiny by the Government nominee of college Governing Body and by External Expert Dr. Amrita Dutta, Principal, Savitri Girls College. It is hereby endorsed by IQAC.

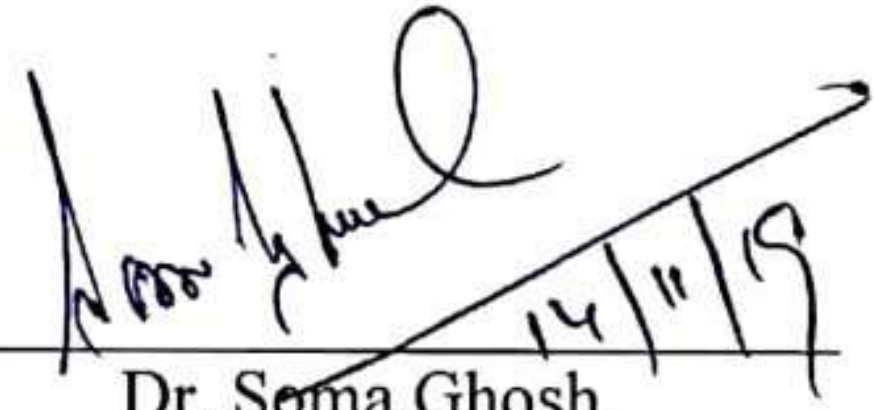
Also the PBAS completed and endorsed by IQAC had been assessed by Governing Body Nominee and External Expert Dr. Amrita Dutta.


14/11/19

Dr. Rupa Sen
Coordinator IQAC

Co-ordinator

Internal Quality Assurance Cell (IQAC)
Hiralal Mazumdar Memorial
College for Women
Dakshineswar, Kolkata – 700 035


14/11/19

Dr. Soma Ghosh

Principal & Secretary

~~Principal & Secretary~~
Hiralal Mazumdar Memorial College
For Women
Dakshineswar, Kolkata – 700 035



Hiralal Mazumdar Memorial College For Women

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Date.....

Ref.No.....

Dated at Kolkata – 700035: 27.11.2019

NOTICE

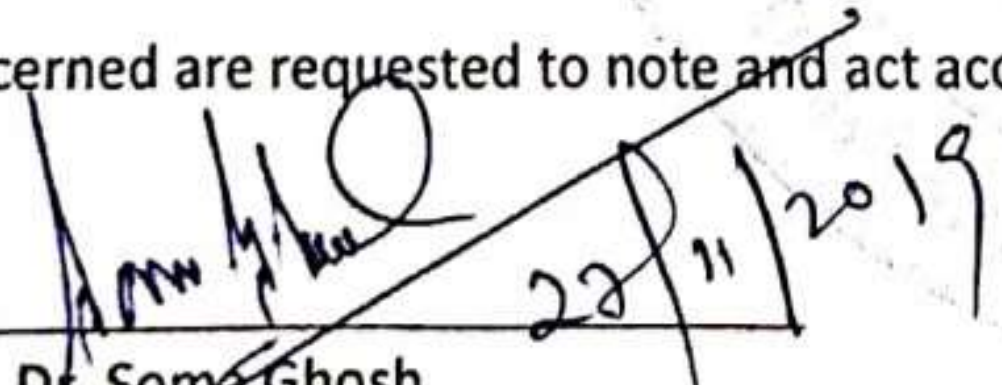
This is notified for information that an urgent meeting of IQAC will be held on 29.11.2019 at 03:00 P.M. in the meeting hall of the college.

All the following members, Heads of all departments and Convener & Placement officer of Career Counselling and Placement Cell are requested to remain present in the said meeting.

IQAC and NAAC Advisory Committee (Internal Members)

- | | |
|---|---------------------------|
| 1. Principal & Secretary | :Dr. Soma Ghosh |
| 2. Convener | :Dr. Rupa Sen |
| 3. Joint Convener | :Dr. Dipanwita Ghosh |
| 4. Bursar | :Dr. Lipika Mullick |
| 5. Legal Advisor and Alumni (Advocate, Calcutta High Court) | :Smt. Arpita Banerjee |
| 6. Teachers Council Secretary | :Dr. Prodip Das |
| 7. Teachers' Representative | :Smt. Tanaya Ray |
| 8. Teachers' Representative | :Dr. Mohua Seth |
| 9. Teachers' Representative Cum EX-Student | :Smt. Antara Goswami |
| 10. Teachers' Representative | :Smt. Ishita Chatterjee |
| 11. Teachers' Representative | :Shri Ritwick Acharya |
| 12. Teachers' Representative | :Smt. Debdutta Ganguly |
| 13. Teachers' Representative | :Ms. Fatma Khatoon |
| 14. Head Clerk | :Shri Samar Kumar Das |
| 15. Accountant | :Shri Prosenjit Das |
| 16. NTS Representative | :Shri Amit Kumar Mondal |
| 17. NTS Representative | :Smt. Sriparna Chatterjee |

All concerned are requested to note and act accordingly.

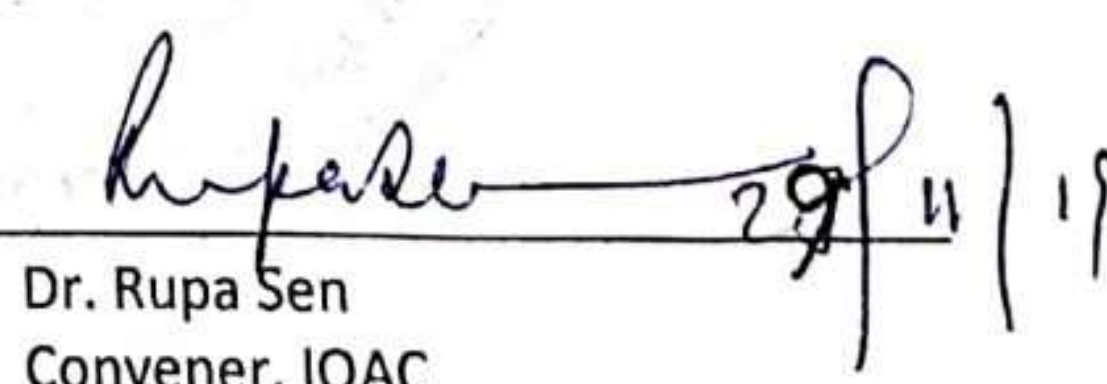

Dr. Soma Ghosh

Principal & Secretary

Principal & Secretary
Hiralal Mazumdar Memorial College

For Women

Dakshineswar, Kolkata – 700 035


Dr. Rupa Sen

Convener, IQAC

Convener
Internal Quality Assurance Cell (IQAC)

Hiralal Mazumdar Memorial
College for Women

Dakshineswar, Kolkata – 700 035

An. emergent meeting

Members present:

1. Anu Ghosh 29.11.19
2. Suvendu
3. Rupali 29/11/19
4. D. Ghosh 29.11.19.
5. Madhusudan 29/11/19.
6. Sebasree Ghosh (Biswan) 29.11.19
7. Dilip Panda 29.11.19

Proceedings of the IQAC meeting on 29.11.2019 at 03:00 PM in the meeting hall of the college.

At the onset, the proceedings of the last IQAC Meeting dated 14.11.2019 are read and confirmed.

Resolution Number 01:

Resolved that the code of conduct has been placed and approved by IQAC unanimously. All the members present agreed to adhere to the norms set by the authority following the guidelines of the West Bengal State University.

- i) The ICC code of conduct was approved by the Academic Subcommittee on 14.10.2015.
- ii) It was mentioned that the statute of West Bengal State University which was approved on 20.03.2014 was followed to draw up.

Resolution Number 02:

Resolved that IQAC shall organize Staff Development Programme for Non-Teaching Staff once in a year for their professional development.

Resolution Number 03:

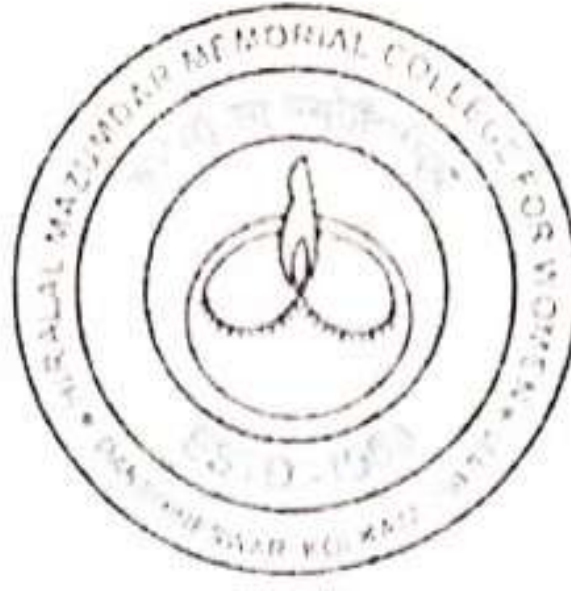
Resolved that IQAC shall initiate Certificate Course in Self Defense & Yoga as skill enhancement programme.

Resolution Number 04:

Resolved that to construct buildings for more accommodation for our above mentioned plans building committee should make plans and prepare DPR for grants, subject to the approval of the Governing Body. Further resolved that to add more to our library, laboratory and technological resources funds be created and/or prayers for grants be sent.

Resolution Number 05:

Resolved that Environment Science, Botany, Zoology and Food and Nutrition departments be requested to take 'Go Green' and other Eco-friendly initiatives—a plantation drive, as resolved in the Governing Body on 20.07.201 (Item no. 12e) and continue Green Audit. Building Committee should take initiative for installation of rain



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water harvesting system by using the grant offered by P. C. Chandra Group as Corporate Social Responsibility, which has been endorsed by the Governing Body on 20.07.2019 (Resolution Number 05)

Resolution Number 06:

Resolved that IQAC shall take initiative to enter into collaboration with other institutes/organization for further academic development.

Resolution Number 07:

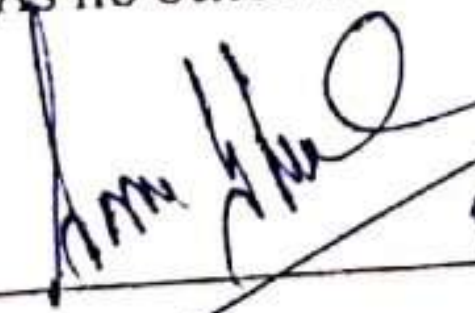
Resolved that IQAC recommends for following development programmes to be initiated followed by the approval of Governing Body

- To launch more certificate/Add-on courses for skill development.
- To take initiative to introduce B. Ed course in college.
- To introduce general course in Anthropology and Honours in Computer Science, Hindi, Environment Science.
- Plan to offer PG diploma courses in remote sensing in collaboration with ISRO.

Resolution Number 08 Miscellaneous:

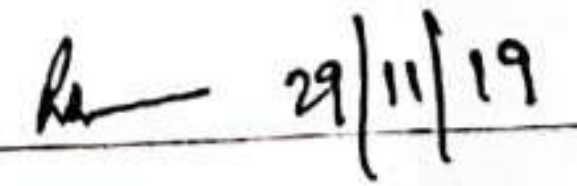
- A. IQAC recommends for recruiting more staff with proficiency in Computer and teachers cum facilitators to meet the enhanced work pressure in the office and to meet academic requirements respectively.

As no other matter was discussed the meeting ended with vote of thanks to the chair.


29/11/2019

Dr. Soma Ghosh
Principal & Secretary

Principal & Secretary
Hiralal Mazumdar Memorial College
For Women
Dakshineswar, Kolkata-700 035


29/11/19.

Dr. Rupa Sen
Coordinator, IQAC

Internal Quality Assurance Cell (IQAC)
Hiralal Mazumdar Memorial
College for Women
Dakshineswar, Kolkata - 700 035

M. B.

HIRALALMAZUMDAR MEMORIAL COLLEGE FOR WOMEN

Dakshineswar, Kolkata -7000 035
Website: - www.hmmcollege.ac.in,
E-mail: hmmew35@gmail.com
Phone No. - 033-25444520/033-2564-5148

Date: 13th January, 2020


NOTICE

An Urgent meeting of "IQAC" (Only internal Members) will be held on 14th January, 2020 at 03:30 P.M. in the meeting hall of the college along with PMU & Tender & Purchase Sub-committee.

Following members of the said committee are requested to remain present in the said meeting.

- | | |
|--|---|
| 1. Chairperson, Principal & Secretary | : Dr. Soma Ghosh |
| 2. IQAC Coordinator & Convenor | : Dr. Rupa Sen <i>Ru</i> 13/01/2020 |
| 3. Joint Convenor IQAC | : Dr. Indrajit Biswas |
| 4. Bursar | : Dr. Lipika Mullick <i>Lulick</i> 13.01.2020 |
| 5. Teachers' Representative (GB) | : Dr. Dipanwita Ghosh <i>D Ghosh</i> 13.01.2020 |
| 6. Teachers' Representative (GB) | : Dr. Madhushri Das |
| 7. Teachers' Representative (GB) | : Pradipta Mukherjee <i>Pm</i> 14/01/2020 |
| 8. Teachers' Council Secretary | : Dr. Prodip Das <i>Prodip</i> 13.01.2020 |
| 9. Teachers' Representative | : Shri Dibakanta Jha <i>DJha</i> 13.01.20 |
| 10. Teachers' Representative | : Dr. Sujata Mukhopadhyay <i>Sujata</i> 13.01.20 |
| 11. Teachers' Representative | : Shri Mriganka Narayan Das <i>MND</i> 13/1/20 13.01.20 |
| 12. Teachers' Representative | : Dr. Dilip Panda <i>Dilip Panda</i> 13.01.2020 |
| 13. Teachers' Representative | : Dr. Parthapratim Pradhan <i>PPradhan</i> 13/01/2020 |
| 14. Teachers' Representative Science Coordinator | : Dr. Amrita Banerjee |
| 15. NTS Representative (GB) Accountant | : Shri Prosenjit Das <i>Prosenjit</i> 14/01/2020 |

All concerned are requested to note and act accordingly.


13/01/2020

Dr. Soma Ghosh
Principal

Principal
Hiralal Mazumdar Memorial College
For Women
Dakshineswar, Kolkata-700 035

URGENT RUSA MEETING: 14.01.2020

Members present:

1. *[Signature]* 14.01.2020
2. *[Signature]* 14/01/20
3. *[Signature]* 14.01.2020.
4. *[Signature]* 14.01.2020.
5. *[Signature]* 14/01/2020
6. *[Signature]* 14.01.2020
7. *[Signature]* 14.01.2020

Resolutions: —

Resolutions of the PMU meeting dated 14.01.2020

The meeting began with the reporting of the Principal that the Third Round of utilization has been submitted for the first phase of the RUSA 2.0 infrastructure grant of Rs One Crore. The amount of Rs 84,94,817 (Rupees Eighty Four Lakh, Ninety Four Thousand Eight Hundred and Seventeen) has been utilized by the college and the UC has been submitted to the RUSA office on 08.01.2020.

1. Out of the Rs 10 lakh allocated for the procurement of books and journals by the library (Item number 3A of RUSA DPR), Rs 717736 has been utilized. A fresh list of requisition has been submitted to the library by all departments based on the CBCS syllabus that has been introduced in 2018-2019 academic year.

The PMU resolves that a E-tender would be floated by the college with this fresh list of books as soon as possible.

2. Out of the total amount of Rs 15,54,000 allocated for procurement of laboratory equipment, Rs 3,28,218 could be utilized.

The PMU coordinator reported that the RUSA office had asked to college to submit duly filled up Annexure 1 with reference to West Bengal Government, Finance Department, Audit Branch order number 6989 F(Y) dated 19th November, 2018 regarding the outcome of the Second Call of the First and Second Phases of E-Tender for Laboratory Equipment when the number of bidders is two, one or zero.

The RUSA office in response to our noting, did sent a mail to the college mail ID hmmcw35@gmail.com on 24.12.19 with an attachment of a previous order of 925-F(Y) dated 14.02.17 and asked us to act accordingly.

Quoting Order Number 925-F(Y) dated 14.02.17 of the Finance Department, Government of West Bengal

Case B, where the estimate is equal to or more than 5 lakh but less than one crore:

Case 2: If the number of qualified bidder is two during retender

- i) If the bid is within 2% above the estimate, the TIA may accept the tender on recommendation of the T&P committee
- ii) If the bid is between 2% and 5% above the estimate, the Department Head/Secretary may accept the tender in consultation with the FA of the Department on recommendation of the T&P committee
- iii) If the bid is more than 5% above the estimate, the department head in consultation with the FA of the Department will refer the file to the finance department for approval

Case 1: If the number of qualified bidder is one during retender

- iv) If the bid is within 2% above the estimate, the Department Head/Secretary may accept the tender in consultation with the FA of the Department on recommendation of the T&P committee
- v) If the bid is more than 2% above the estimate, the department head in consultation with the FA of the Department will refer the file to the finance department for approval

22/01/2020
24/01/2020
Principal
Shosh
21.01.2020
Coordinator
PMU - RV
21.01.2020
Member
Governing body

21.01.2020
BURSAR
21.01.2020
22/01/2020
Member
Governing body
Hirai Mazumdar
Member
for Women
21/01/2020

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This decision has been communicated to all concerned departments at the Departmental Meeting with the Principal.

2f) The PMU reports receipt of a letter from the Psychology Department dated 14.01.2020, regarding Response Recorder (two numbers), an equipment which the department requires on an emergency basis to conduct the ensuing external examination. This particular instrument has not received a single bidder in all three E-tenders 13.12.2018, 12.01.2019 and 21.02.2019. The Department has requested the PMU cell to treat this issue as a matter of extreme emergency. They have reported that Progressive Scientific Appliances, the only supplier of Psychology Laboratory Equipment in Kolkata, does not have the provision of Digital Signature and thus cannot take part in the E-Tender process.

On the basis of the communication made by the Psychology Department to the Principal, the PMU notes:

- i) There is an education exigency regarding this procurement
- ii) The departmental declaration that Progressive Scientific Appliances is the sole supplier of the instrument with the requisite specifications.
- iii) The self-declaration of the company that it does not have provision for Digital Signature that is mandatory for participation in the E-Tender process.

On the basis of all these: The T&P and the PMU and IQAC gives a notional approval to the purchase of this equipment from Progressive Scientific Appliances.

A consultation with the competent authority at the RUSA office with Dr Dipanwita Ghosh, PMU convenor, Dr Lipika Mullick Bursar, Shri Prosenjit Das, Accountant and the Convenor of the T&P sub-committee is sought in this regard before the Finance Sub-Committee meeting. The procurement of this instrument, Response Recorder (Two Numbers) is forwarded to Finance Sub-committee for its kind perusal and approval.

At the extended meeting of the PMU, IQAC and T&P Committee Dr Dipanwita Ghosh, PMU convenor, Dr Lipika Mullick Bursar reported that the competent authority has allowed the PMU to place the work order in favour of Popular Scientific Appliances subject to the approval of the Finance Sub-Committee of the college

- 3. Regarding the Library Software Koha (item number 3b of RUSA DPR), the PMU reports that the Infomatics Publishing Ltd was the single bidder in the third call for Koha Upgradation and cloud hosting in the college library. They have quoted an amount of Rs 2,36,000 with tax. However, the amount estimated in the DPR was Rs 30,000. The quoted amount is much more than 5% above the estimated value. (Annexure 2)

The Librarian has intimated in this regard that Bengal Library Association is willing to install the software but as they are an association they cannot participate in online or offline bidding. The other company in the field L2C2 Technologies denied to participate in online bidding for a work of value worth Rs 30,000 approx.

The meeting resolves that we will not procure the software KOHA and Cloud Hosting from the RUSA 2.0 Infrastructure Fund.

Item No 2f: Work order in favour of Progressive Scientific Appliances instead of Popular Scientific Appliances. Dghosh 22.01.2020. 22/01/2020

of and officers.
Kolkata
22/01/2020
Annex 22/01/20

Member
Governing
Mazumdar

Member
Governing body
Mazumdar Memorial Coll
for Women
Kolkata

Principal
D Ghosh
21.01.2020
Convenor
PMU - RUSA
21.01.2020

Bursar
21.01.2020
Member
Governing body
22/01/2020

Internal Quality Assurance Cell
Hiralal Mazumdar Memorial
College for Women
Bhadrachowar, Kolkata

The PMU coordinator prepared the comparative statement of the L1 values and the estimated values as quoted in the DPR with the help of Dr Lipika Mullick, Bursar and Shri Mriganko Narayan Das, Assistant Professor, Department of Education, Dr Partha Pratim Pradhan, Assistant Professor in Physics, Head and Dr Indrajit Biswas, Assistant Professor in Zoology, Head. (Refer to Annexures 1 and 2)

Laboratory Equipment Second Phase:

2a) On the basis of 925-F(Y) dated 14.02.19, the T&P Committee recommends accepting the bids of three items of Physics Lab, Torsional Pendulum, Kate's Pendulum, Verification of Stefan's Law using of Torch Bulb in favour of M/s Popular Science Apparatus Workshops Pvt Ltd one item of Electronics Department Study of I-V Characteristics of SCR in favour of S.R Enterprises, and three items of Zoology Microcentrifuge Tube 2.0 ml, 1.5 ml, 500 ml), Microfuge Tips (1.0 ml, 200ml) in favour of M/s Popular Science Apparatus Workshops Pvt Ltd and Kymograph in favour of Laxmi Enterprises because in all of these cases the L1 bid is lesser than the estimated value in all cases.

Laboratory Equipment First Phase:

2b) On the basis of 925-F(Y) dated 14.02.19, the T&P Committee recommends accepting the bids of two items of Environmental Science Department, Clamp Stand, Eppendorf tubes (three different sizes) in favour of M/s Laxmi Enterprises and Microscope in favour of Frontline Technologies, two items of Physiology Department, Spychomomanometer, Stethoscope (Doctor) and Metronome (Digital) KORG imported in favour of Instrumentation India, three items of Chemistry Department, Kipps Apparatus 1000 ml, Viscometer, Safety Gloves in favour of Frontline Technologies and Stalagmometer and Nitrile Gloves in favour of Laxmi Enterprises because in all of these cases the L1 bid is lesser than the estimated value in all cases.

However, the meeting resolves that for all items where the L1 value is less than the estimated value an advice would be sought from the RUSA office before the work order is placed.

The joint meeting of PMU, T&P and IQAC resolves that items of first phase and second phase second call that has L1 values over 2 per cent of the value estimated at DPR be put to tender on the Government of West Bengal E-Tender portal

2e) For all other instruments with zero bidders, the RUSA and the Finance Department, Government of West Bengal directs that the items would have to be put up for fresh tender on the Government of West Bengal E-tender portal.

2f) In this regard, the PMU resolves to prepare an exhaustive list and put all these items with detailed specification and put up the list on the West Bengal Government Portal for E-Tendering. Dr Partha Pratim Pradhan, Head and Assistant Professor of Physics has been requested to prepare the list for Physics and Electronics to take the best and judicious advantage of the shared Infrastructure.

This decision Meeting w
The PM regarding I on an en instrument and 21.02. of extreme supplier of Digital Sign: On the basi PMU notes i) The ii) The sup iii) The Sig On the bas purchase o A consultat PMU conve the T&P sul The procur Finance Sul At the exte convenor, I PMU to pl approval of

Item No 2f: Work order in favour of Progressive Scientific Appliances instead of Popular Scientific Appliances. Dghosh 22.01.2020

Office Cell (IQAC) for Women

21/01/2020
Member Governing body
21.01.2020
Dghosh
21.01.2020
Convenor
PMU-RUSA
21.01.2020
Bursar
21.01.2020
22/01/2020
Member Governing body
Mazumdar
22/01/2020
Member Governing body
Mazumdar Memorial College
Kolkata

The meeting resolves to submit a fresh CPR of Rs 89.41,885 to RUSA for their approval of utilizing RUSA 2.0 infrastructure grant (Item Number 1 of RUSA DPR). The PWD has given an estimate of 1,79,16,292 for the four storey building (Block D) (Item number 1 of RUSA DPR). But the fund available with the college is Rs 44,96,898 in the first instalment, the PWD has completed the plinth of the four storey building and the first floor structure and the staircase to the first floor. The college has the balance amount of 55,03,102. The priority would be to construct class rooms and not cafeteria and canteen with the limited amount of the money.

Meeting ends with a vote of thanks to the chair.

P, PMU & IQAC meeting of 14.01.2020 extended to 21.01.2020 & 22.01.2020.

21/01/2020
Principal

Chakrabarty
22/01/2020

Ghosh
21.01.2020
Convenor
PMU - RUSA

Debi
21/01/2020
Member
Governing Body
Hirajal Mazumdar Memorial College
for Women
Dakshineswar - Kolkata - 700 035

Sudh
21.01.2020
BURSAR
21.01.2020

Prasad
22/01
Co-ordinator
Internal Quality Assurance Cell (IQAC)
Hirajal Mazumdar Memorial
College for Women
Dakshineswar, Kolkata - 700 035

HIRAJAL MAZUMDAR MEMORIAL COLLEGE FOR WOMEN

HIRALALMAZUMDAR MEMORIAL COLLEGE FOR WOMEN

Dakshineswar, Kolkata -7000 035

Website: - www.hmmcollege.ac.in, E-mail: hmmew35@gmail.com

Phone No. - 033-25444520/033-2564-5148




Date: 14th January, 2020

NOTICE

An extended meeting of "Tender & Purchase Sub-Committee, IQAC and PMU" will be held on 21st January, 2020 at 11:30 A.M. in the meeting hall of the college.

All members of the said committee are requested to remain present in the said meeting.

All concerned are requested to note and act accordingly.


14.01.2020

Dr. Soma Ghosh
Principal

Principal
Hiralal Mazumdar Memorial College
For Women
Dakshineswar, Kolkata-700 035

Members present -

1. ~~Amu Jha~~ 21/01/2020
2. B. Ghosh 21.1.2020
3. Indrajit Bhowmik 21/1/2020
4. Rudip D. 21.01.2020.
5. Raju 21/01/2020
6. Kibanta Jha 21/01/2020
7. Dilip Panda 21/01/20
8. Prithu 21/01/20
9. Dulal 21.01.2020.

Statement of Work progress In RUSA Grants.

Item no. as in DPR	Name of the Item/work under taken	Amount in Rupees Proposed in DPR/ Total Tender value	Executing Agency	Payment Status through PFMS	Amount Spent	U.C. Submitted/Not submitted	Remarks
1	2	3	4	5	6	7	8
1	Construction of Building	8941885.00	PWD	Paid in advance Rs. 4496898/- by Ch. No. 125689 dt. 11-01-2019.	1126597.00	Rs. 23,06,414/- + Rs. 1126597/- Total Rs. 34,33,011/- U.C. Submitted by P.W.D. On 05-12-2019.	Work in Progress
					1063887.00	Rs. 34,33,011/- + Rs. 10,63,887/- Total Rs. 44,96,898/- U.C. submitted by P.W.D. on 05-01-2020.	Completed
2A(a)	Additional Seminar room/ auditorium needs fals ceiling	400000.00	PWD	Paid in advance Rs. 399189/- by Ch. No. 125683 dt. 19-12-2018.	387237.00	U.C. Submitted	Completed
2A(c)	Furniture for Additional Seminar Room	100000.00			0.00	U.C. not Submitted	No Bidder at 3rd
2C(a)	Provision of Cool and pure drinking water	337320.00	Omnitech	Paid through PFMS	337320.00	U.C. Submitted	Completed/ insta
2C(c)	Repairing of Part of the Boundary Wall	300000.00	PWD	Paid in advance Rs. 292827/- by Ch. No. 125681 dt. 19-12-2018.	283927.00	U.C. Submitted	Completed
C/F					5505382.00		

Contd. on Page-2.

Amulya D
22/01/2020
Principal

Debabrata
22/01/2020
Governing body

Debabrata
20/01/2020
PMU-RUSA

Quaiser
22.01.2020
BURSAR

Debabrata
22/01/2020
Member
Governing body
Hiralal Memorial College
for Women
Kolkata-700 035
Hiralal Ma
Colle

KOHA Software	100000.00		0.00	L1 Bidder in 3rd Call has Quoted Amt. greater than as proposed in D.P.R. Request to drop the progress or direct up gradation by BLA
Instrument	1554000.00	B.S. Syndicate	35281.00	Work Order 1st, 2nd and 3rd Call has been placed Procurement is progress. The work has been delayed due to Election Embargo
		Front Line Technologies	37407.00	
		Front Line Technologies	5310.00	
		Front Line Technologies	7787.00	
		Bikash Scientific	1062.00	
		Instrumentation India	39900.00	
		S.G. Enterprise	146132.00	
		Front Line Technologies	42109.00	
		Instrumentation India	13230.00	
		Second Phase UC		
				Third Phase UC
				Third Phase UC

Total as on 08-01-2020.

8494817.00

Chakrabarti
 Member Governing body
 Hiraal Mazumdar Memorial College
 for Women
 Dakshineswar Kolkata-700 035

22.01.2020
 Member Governing body
 Hiraal Mazumdar Memorial College
 for Women
 PMU - RUSA

22.01.2020
 BURSAR

22/01/2020
 Principal

22/01/2020

22/01/2020
 Hiraal Mazumdar Memorial College
 for Women
 PMU - RUSA



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Ref.No.....
Date: 05.03.2020

Date: 05/3/20

NOTICE

This is notified for information that a meeting of Internal Quality Assurance Cell (IQAC) will be held on 14.03.2020 at 03:00 PM in the Principal's Chamber. All the following members are requested to remain present in the said meeting.

AGENDA

1. To discuss regarding submission of AQAR for the Academic Session 2018 - 2019.
2. Miscellaneous.

Internal Quality Assurance Cell (IQAC)

- | | |
|--|--|
| 1. Principal & Secretary | : Dr. Soma Ghosh |
| 2. IQAC Coordinator & Convenor | : Dr. Rupa Sen <i>5/3/2020</i> |
| 3. Joint Convener IQAC | : Dr. Indrajit Biswas <i>8/3/2020</i> |
| 4. External Expert | : Shri Dhiman Mukherjee <i>Dhiman Mukherjee</i> |
| 5. External Expert | : Dr. Dravid Ahmed |
| 6. Govt. Nominee (GB) | : Prof. Chaitali Bhattacharya |
| 7. Govt. Nominee (GB) | : Dr. Madhumita Sen <i>Madhu 6/3/2020</i> |
| 8. Bursar | : Dr. Lipika Mullick <i>Lipika 06.03.2020</i> |
| 9. Teachers' Representative (GB) | : Dr. Madhushri Das |
| 10. Teachers' Representative (GB) | : Shri Pradipta Mukherjee <i>Pradipta 5/3/2020</i> |
| 11. Teachers' Representative | : Shri Dibakanta Jha |
| 12. Teachers' Representative | : Dr. Sujata Mukhopadhyay <i>Sujata 6/3/20</i> |
| 13. Teachers' Representative | : Shri Mriganka Narayan Das <i>Mriganka 5/3/2020</i> |
| 14. Teachers' Representative | : Dr. Dilip Panda <i>Dilip Panda 5/3/20</i> |
| 15. Teachers' Representative | : Dr. Partha Pratim Pradhan <i>Partha 06/12/20</i> |
| 16. Teachers' Representative & Science Coordinator | : Dr. Amrita Banerjee <i>Amrita 6/3/2020</i> |
| 17. Non-Teaching Representative (GB) Accountant | : Shri Prosenjit Das <i>Prosenjit 07/3/2020</i> |

All concerned are requested to note and act accordingly.

Soma Ghosh
05/3/2020
Dr. Soma Ghosh
Principal & Secretary

Rupa Sen
Hiralal Mazumdar Memorial College
for Women
Dakshineswar, Kolkata - 700 035

Principal & Secretary
Hiralal Mazumdar Memorial College
For Women
Dakshineswar, Kolkata - 700 035

MBanerjee

Meeting of IQAC dt. 14.03.2020

Members present:

1. Anil Kumar
2. Rupali — 14/03/2020
3. Shivan Mukherjee
4. Lipika Mullick 14.03.2020
5. Madhumita Sen 14-03-2020
6. Sabir Ahmed 14-3-20
7. Indrjith Biswas 14/3/2020
8. Anurag 14/3/2020
9. Dilip Panda 14.3.20

Resolution: 1) Reported that AQAR of 2018-19 ~~was~~
~~is~~ submitted by 12/3/20 submitted on 12/3/20.
and IQAC team directed to gear up & prepare for
AQAR 2019-20 as well.

(2) Dr Madhumita Sen, Associate Prof. of Sociology G.G.G.D College
Ehbalpur ^{was} invited to attend IQAC meeting.



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Proceedings of the IQAC meeting on 14.03.2020 at 03:00 PM in the meeting hall of the college.

Resolution Number 01:

Noted that AQAR of the session 2018 – 2019 has been submitted on 12.03.2020 and IQAC team has been directed to gear up the process of submission of AQAR of the session 2019-2020.

Resolution Number 02 Miscellaneous:

- i) Dr. Madhumita Sen, Associate Professor in the Dept. of Sociology of Govt. Girls' General Degree College, Ekbalpur, Government nominee, GB, be nominated to be the member of IQAC.
- ii) Dr. Amrita Dutta, Principal of Netaji Nagar College be requested to be the member of IQAC and Academic Audit team.
- iii) Dr. Dravid Ahmed, Associate Professor, Department of Urdu, Moulana Azad College be requested to be the member of IQAC and Academic Audit team.
- iv) West Bengal State University be requested to send nominee for Academic Audit, 2020-2021.
- v) Skill Development, Certificate, Add-on and Value-added courses may be held in the college after or before commencement of regular classes, i.e. after 5.30 pm or from 8.30 AM. However, teachers and students may avail their free time for such courses, counselling or grooming sessions within the college hours.
- vi) Resolved that Research subcommittee meetings dated 10.12. 2019 and held on 11.02.2020 are approved. Research Cell be requested to take appropriate steps for establishing Innovation Council as per the norms of Innovation Cell, MHRD and to gear up the process of Patent earning.



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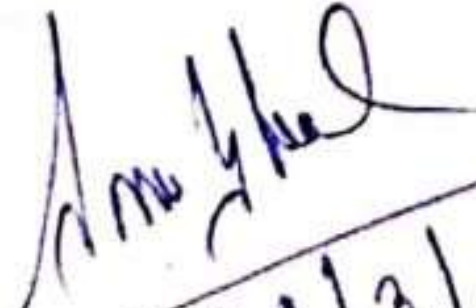
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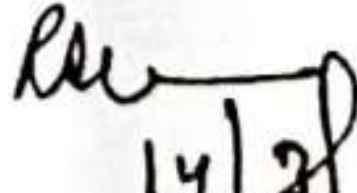
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Further resolved that Dr. Lipika Mullick and Dr. S.Rehan Ahmed be requested to take initiative for constructing IPR cell and introducing Diploma course in Intellectual Property Rights.(PGDIPR).

- vii) Resolved that Dr. Lipika Mullick, Dr. Pradipta Mukherjee and Dr. S.Rehan Ahmed be requested to take initiative for revival of Utkarsh Bangla and Unnat Bharat Projects.
- viii) Resolved that Staff Development Programmes, which is a unique innovation of the college be held every year in collaboration with other institutions for sharing of experiences and knowledge.
- ix) Resolved that the proceedings of the meeting of Social Outreach Cell with the members of OBC cell and Career Counseling Cell are read and confirmed and the awareness programme be organized for career guidance to the backward students.

As no other matter was discussed the meeting ended with vote of thanks to the chair.


14/3/2020
Principal & Secretary
Hiralal Mazumdar Memorial College
For Women
Dakshineswar, Kolkata-700 035


14/3/2020
Anurag
Internal Quality Assurance Cell (IQAC)
Hiralal Mazumdar Memorial
College for Women
Dakshineswar, Kolkata – 700 035