



Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE

Office of the Principal

Panchanantala, Khudrun Dighi, Mangalkote, Purba Bardhaman-713132

Email: ggdc mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

Notice No: 7/22

DATE: 24.01.2022

It is hereby notified that Internal Quality Assurance Cell (IQAC) of Govt. General Degree College, Mangalkote is being reconstructed as follows as per the resolution of the meeting of Teachers' Council held on 24.01.2022.

IQAC Composition of Govt. General Degree College, Mangalkote (with effect from 24.01.2022):

SL. NO	NAME & DESIGNATION	NOMINATED AS
1	Dr. Pradipta Kumar Basu, Officer in Charge, Govt. General Degree College, Mangalkote	Ex-officio Chair Person
2	Dr. Debraj Biswal, Assistant Professor of Zoology, Govt. General Degree College, Mangalkote	Coordinator (Member Secretary)
3	Mr. Jagadish Chandra Barui, Block Development Officer, Mangalkote Development Block	External Member, Management
4	Dr. Saurabh Chakraborti, Principal, Bidhannagar College	External Member, Senior Administrative Officer
5	Dr. Amit Kumar Rakshit, Superintendent, Singot Rural Hospital, Dt. Purba Bardhaman	External Member, Local Society
6	Mr. Achintya Kumar Mondal, Oriental Institute of Science & Technology, Dewan Dighi, Katwa Road, Purba Bardhaman 713101	External Member, Industrialist
7	Mr. Pinaki Roy, Assistant Professor of Sociology, Govt. General Degree College, Mangalkote	Member
8	Dr. Akash Kedia, Assistant Professor of Botany, Govt. General Degree College, Mangalkote	Member
9	Dr. Debasish Kundu, Assistant Professor of Chemistry, Govt. General Degree College, Mangalkote	Member
10	Mrs. Sanchari De, Assistant Professor of Sociology, Govt. General Degree College, Mangalkote	Member
11	Mrs. Tahira Tashneem, Assistant Professor of English, Govt. General Degree College, Mangalkote	Member
12	Mr. Dinesh Maity, Assistant Professor of Chemistry, Govt. General Degree College, Mangalkote	Member

Countersigned

(Dr. PRADIPTA KUMAR BASU)
Officer in Charge
Govt. General Degree College,
Mangalkote

(PINAKI ROY)
Secretary, Teachers' Council
Govt. General Degree College,
Mangalkote



Dr. Pradipta Kumar Basu
OFFICER IN CHARGE, W.G.D.C.
Govt. General Degree College, Mangalkote
Dt. Purba Bardhaman, West Bengal-713132



Government of West Bengal

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Copy forwarded for information & necessary action:

- 1) To The Director of Public Instruction & Ex – Officio Secretary (HE), Education Directorate, Govt. of West Bengal, Bikash Bhawan, Saltlake, Kolkata – 700091.
- 2) To The Vice-Chancellor, The University of Burdwan, Rajbati, Burdwan – 713104, West Bengal.
- 3) To The Registrar, The University of Burdwan, Rajbati, Burdwan – 713104, West Bengal.
- 4) To The Inspector of Colleges, The University of Burdwan, Rajbati, Burdwan – 713104, West Bengal.
- 5) Dr. Pradipta Kumar Basu, Officer in Charge, Govt. General Degree College, Mangalkote
- 6) Dr. Debraj Biswal, Assistant Professor of Zoology, Govt. General Degree College, Mangalkote
- 7) Mr. Jagadish Chandra Barui, Block Development Officer, Mangalkote Development Block
- 8) Dr. Saurabh Chakraborti, Principal, Bidhannagar College
- 9) Dr. Amit Kumar Rakshit, Superintendent, Singot Rural Hospital, Dt. Purba Bardhaman
- 10) Mr. Achintya Kumar Mondal, Oriental Institute of Science & Technology, Dewan Dighi, Katwa Road, Burdwan 713101
- 11) Mr. Pinaki Roy, Assistant Professor of Sociology, Govt. General Degree College, Mangalkote
- 12) Dr. Akash Kedia, Assistant Professor of Botany, Govt. General Degree College, Mangalkote
- 13) Dr. Debasish Kundu, Assistant Professor of Chemistry, Govt. General Degree College, Mangalkote
- 14) Mrs. Sanchari De, Assistant Professor of Sociology, Govt. General Degree College, Mangalkote
- 15) Mrs. Tahira Tashneem, Assistant Professor of English, Govt. General Degree College, Mangalkote
- 16) Mr. Dinesh Maity, Assistant Professor of Chemistry, Govt. General Degree College, Mangalkote
- 17) IQAC File
- 18) College Notice Book
- 19) Notice Book of Teachers' Council

(Dr. PRADIPTA KUMAR BASU)
Officer in Charge
Govt. General Degree College,
Mangalkote

(PINAKI ROY)
Secretary, Teachers' Council
Govt. General Degree College,
Mangalkote





सत्यमेव जयते

Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/01/2022

DATE: 31.01.2022

NOTICE

All the faculty members of this institution are hereby requested to submit their certificates obtained after successful completion of 'Faculty Induction Programme' (or 'Orientation Programme'), 'Refresher Course', 'Summer/Winter School' and/or 'Short Term Course' as the minimum eligibility criteria for their promotion (according to C.A.S. regulations published by Higher Education, Science and Technology and Biotechnology Department, Govt. of W. B., Bikash Bhaban, Salt Lake, Kolkata) till date. They are required to send scanned copies of those certificates mentioning their stage that is due for promotion. All the details are to be sent to the Coordinator, IQAC **positively within 14.02.2022** (Email: **iqac.ggdc@gmail.com**).

This notice is to be treated as extremely urgent for verifying the validity of your courses attended.

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

Dr. Pradipta Kumar Basu
OFFICER IN CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Dt. Purba Bardhaman, West Bengal- 713132

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**



Dr. Pradipta Kumar Basu
OFFICER IN CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Dt. Purba Bardhaman, West Bengal- 713132



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Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/02/2022

DATE: 16.02.2022

NOTICE

All the faculty members of the following committees (including the conveners and joint conveners) are hereby requested to attend an online meeting on 18.02.2022 at 7.30 pm to discuss about the forthcoming celebration of 'International Women's Day' in March, '22:

1. Women's Cell, and
2. National Service Scheme (NSS).

All the members of the **IQAC committee** are also requested to attend the meeting.

To be discussed:

- a. Tentative schedule of the programme,
- b. Tentative topics of the online talks,
- c. Resource persons,
- d. Documentation,
- e. Proceedings, and
- f. Miscellaneous

The Google meet link will be provided in the 'Faculty group' 30 minutes prior to the commencement of the meeting.

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**



**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**



Dr. Pradip Kumar Biswas
OFFICER IN CHARGE, N.S.S.
Government General Degree College, Mangalkote
Dl. Purba Bardhaman, West Bengal-713132



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Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/02(Min.)/2022

DATE: 18.02.2022

Minutes of the meeting held on 18.02.2022

The online meeting held on 18.02.2022 was attended by the members (together with the conveners and joint conveners) of the **Women's Cell, National Service Scheme (NSS) and IQAC committees**. The work plan of the celebration of '**International Women's Day**' in **March, '22** was chalked out. In this respect, the following decisions were taken:

1. *Tentative schedule of the programme:* **15.03.2022 (5.00 pm to 8.00 pm)** [One day seminar]
2. *Tentative topics of the online talks:* Each talk will be approximately of 45 minutes duration followed by a general discussion between the speaker and the participants. The topics shall be decided by the concerned speaker(s) which are to be taken care of by Ms. Tahira Tashneem, Convener, Women's Cell and Mr. Aritra Rudra, Convener, NSS committee.
3. *Resource persons:* This is to be taken care of by the Conveners of Women's Cell and NSS committee.
4. *Documentation:*
 - a. The flyer is to be prepared by Dr. Suchismita Das in consultation with the Convener and Joint Convener of Women's Cell.
 - b. Google forms for registration and feedback are to be prepared by Dr. Akash Kedia, Dr. Animesh Mondal and Mr. Dinesh Maity. Other members of the NSS committee are asked to help them.
 - c. E-certificates that will be given to the participants will also be prepared by Dr. Akash Kedia, Dr. Animesh Mondal and Mr. Dinesh Maity. Other members of the NSS committee are asked to help them.
 - d. Dr. Debasish Kundu will be uploading the documents to the college website from time to time.
5. *Proceedings:* After the completion of the programme a brief proceedings is to be prepared by the members of the Women's Cell and mailed to the Coordinator, IQAC (preferably by 25.03.2022).

COUNTERSIGNED

Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman

Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman





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Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

IQAC/QA/GE/1

DATE: 07.03.2022

NOTICE

To maintain the environmental standards of the college and ensure a clean and green ambience and judicious utilization of energy resources, a meeting of the IQAC has been scheduled to be organized on 21.03.2022 at 2.00 pm in the chamber of the Officer-in-Charge with the following agenda:

1. Formation of a committee to monitor the environmental health of a college and make it an eco-friendly campus.
2. Framing the 'Green Campus Policy' and 'Energy Conservation Policy' which the college shall pledge to strictly follow for environmental benefits.

As such, all the faculty members are requested to attend the meeting positively.

Countersigned

**Officer-in-Charge
GGDC, Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman**





Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/QA/GE/1/A

DATE: 07.03.2022

To,
Mr. Jagadish Chandra Barui,
Block Development Officer,
Mangalkote Development Block,
Purba Bardhaman.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC has been scheduled to be organized on 21.03.2022 at 2.00 pm in the chamber of the Officer-in-Charge with the following agenda:

1. Formation of a committee to monitor the environmental health of a college and make it an eco-friendly campus.
2. Framing the 'Green Campus Policy' and 'Energy Conservation Policy' which the college shall pledge to strictly follow for environmental benefits.

It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any. Looking forward to your august presence.

Thanking you,
Yours sincerely,

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**





Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/QA/GE/1/B

DATE: 07.03.2022

To,
Dr. Saurabh Chakraborti,
Principal (W.B.S.E.S.),
Bidhannagar College,
Bidhannagar, Kolkata.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC has been scheduled to be organized on 21.03.2022 at 2.00 pm in the chamber of the Officer-in-Charge with the following agenda:

1. Formation of a committee to monitor the environmental health of a college and make it an eco-friendly campus.
2. Framing the 'Green Campus Policy' and 'Energy Conservation Policy' which the college shall pledge to strictly follow for environmental benefits.

It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any. Looking forward to your august presence.

Thanking you,
Yours sincerely,

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**





Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/QA/GE/1/C

DATE: 07.03.2022

To,
Dr. Amit Kumar Rakshit,
Superintendent,
Singot Rural Hospital,
Purba Bardhaman.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC has been scheduled to be organized on 21.03.2022 at 2.00 pm in the chamber of the Officer-in-Charge with the following agenda:

1. Formation of a committee to monitor the environmental health of a college and make it an eco-friendly campus.
2. Framing the 'Green Campus Policy' and 'Energy Conservation Policy' which the college shall pledge to strictly follow for environmental benefits.

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Thanking you,
Yours sincerely,

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**





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Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdcmandalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/QA/GE/1/D

DATE: 07.03.2022

To,
Mr. Achintya Kumar Mondal,
Oriental Institute of Science & Technology,
Dewan Dighi,
Katwa Road,
Purba Bardhaman: 713101,
West Bengal.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC has been scheduled to be organized on 21.03.2022 at 2.00 pm in the chamber of the Officer-in-Charge with the following agenda:

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Thanking you,
Yours sincerely,

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**



Dr. Pradipta Kumar Basu
OFFICER IN CHARGE, W.G.S.
Government General Degree College, Mangalkote
Dist. Purba Bardhaman, West Bengal- 713132



Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/03/2022

DATE: 09.03.2022

NOTICE

In continuation with the earlier notice [no. IQAC/02(Min.)/2022 dated 18.02.2022] all concerned are hereby notified that due to some unavoidable circumstances the '**International Women's Day**' will be celebrated on **14.03.2022** instead of 15.03.2022. It is further notified that we will be having three dignified speakers as have been arranged by the joint efforts of the Women's Cell and the NSS (National Service Scheme) committee of our institution.

COUNTERSIGNED

Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman

Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman



Dr. Pradip Kumar Bera
OFFICER-IN-CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Purba Bardhaman, West Bengal-713132



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GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

IQAC/QA/GE/2

DATE: 21.03.2022

MINUTES OF THE MEETING HELD ON 21.03.2022

The meeting began with the address of the Coordinator, IQAC in which he explained the importance of maintaining environmental standards and energy conservation measures in an educational institution. The HOI agreed, added his views and allowed the discussion to proceed. All the faculty members actively participated in the discussion and the resolutions taken therefrom are listed below:

1. The college needs to adopt a robust 'Green Campus Policy' and 'Energy Conservation Policy' to achieve the goals of a clean, green and eco-friendly campus.

2. A committee is formed to draft the above-mentioned policies. The names of the faculty members given the responsibility are given as under:

- Dr. Pradipta Kumar Basu, Officer-in-Charge, GGDC, Mangalkote
- Dr. Debraj Biswal, Coordinator, IQAC, GGDC, Mangalkote
- Dr. Debasish Kundu, Assistant Professor in Chemistry and Convener, Environment Awareness Committee, GGDC, Mangalkote
- Dr. Akash Kedia, Assistant Professor in Botany and Joint Convener, Environment Awareness Committee, GGDC, Mangalkote
- Mr. Aritra Rudra, Assistant Professor in History and NSS Coordinator, GGDC, Mangalkote

3. All the faculty members are requested to cooperate with the committee whenever the need arises.

Countersigned

**Officer-in-Charge
GGDC, Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman**





Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

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Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/04/2022

DATE: 24.03.2022

NOTICE

In view of the forthcoming 'World Health Day' on 7th April, 2022 the NSS committee is requested to organize an awareness programme within the college premises by 12th April, 2022.

In addition to this, the Departments of Sociology and Zoology are requested to take initiatives for arranging a webinar to celebrate 'World Health Day' towards the end of April, 2022 (as per convenience of the invited speakers).

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**



**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**



Dr. Pradip Kumar Bera
OFFICER-IN-CHARGE, W.B.S.E.
GGDC at Mangalkote, Purba Bardhaman
Dist. Burdwan, West Bengal-713132



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GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

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Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

IQAC/QA/AAA/1

DATE: 25.03.2022

NOTICE

In view of maintenance of academic and administrative standards of the college and improvement of academic and administrative quality, a meeting of the IQAC has been scheduled to be organized on 02.04.2022 at 02.00 pm in the chamber of the Officer-in-Charge to discuss the following:

1. Conduction of academic and administrative audits for the academic sessions – 2018-19, 2019-20, 2020-21.
2. Formation of a committee consisting of internal members to carry out the above activities.
3. Suggesting the names of external members to be invited for carrying out the audit.

Accordingly, all the faculty members are requested to attend the meeting without fail.

Countersigned

**Officer-in-Charge
GGDC, Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman**





Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/QA/AAA/1/A

DATE: 25.03.2022

To,
Mr. Jagadish Chandra Barui,
Block Development Officer,
Mangalkote Development Block,
Purba Bardhaman.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC has been scheduled to be organized on 02.04.2022 at 02.00 pm in the chamber of the Officer-in-Charge to discuss the following:

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It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any. Looking forward to your august presence.

Thanking you,
Yours sincerely,

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman**





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Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/QA/AAA/1/B

DATE: 25.03.2022

To,
Dr. Saurabh Chakraborti,
Principal (W.B.S.E.S.),
Bidhannagar College,
Bidhannagar,
Kolkata.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

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Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

Thanking you,
Yours sincerely,

**Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman**



Dr. Pradipta Kumar Basu
OFFICER IN CHARGE, W.B.S.E.S.
Government General Degree College, Mangalkote
Dist. Purba Bardhaman, West Bengal- 713132



Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE Internal Quality Assurance Cell

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Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/QA/AAA/1/C

DATE: 25.03.2022

To,
Dr. Amit Kumar Rakshit,
Superintendent,
Singot Rural Hospital,
Purba Bardhaman.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC has been scheduled to be organized on 02.04.2022 at 02.00 pm in the chamber of the Officer-in-Charge to discuss the following:

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It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any. Looking forward to your august presence.

Thanking you,
Yours sincerely,

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman**





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Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/QA/AAA/1/D

DATE: 25.03.2022

To,
Mr. Achintya Kumar Mondal,
Oriental Institute of Science & Technology,
Dewan Dighi,
Katwa Road,
Purba Bardhaman: 713101,
West Bengal.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC has been scheduled to be organized on 02.04.2022 at 02.00 pm in the chamber of the Officer-in-Charge to discuss the following:

1. Conduction of academic and administrative audits for the academic sessions – 2018-19, 2019-20, 2020-21.
2. Formation of a committee consisting of internal members to carry out the above activities.
3. Suggesting the names of external members to be invited for carrying out the audit.

It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any. Looking forward to your august presence.

Thanking you,
Yours sincerely,

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman**





सत्यमेव जयते

Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdcmandalkote@gmail.com; *Website:* http://mandalkotegovtcollege.org

IQAC/QA/AAA/2

DATE: 02.04.22

MINUTES OF THE MEETING HELD ON 02.04.2022

The meeting began with the address of the Coordinator, IQAC relating to the current state of academic and administrative functioning in the institution and the importance of conduction of academic and administrative audits to maintain the same. The HOI added his views and gave his consent to proceed with the meeting.

The following resolutions were taken on completion of the meeting and taking the suggestions of all the faculty members present.

1. The 'Academic and Administrative Audit' for the academic sessions 2018-19, 2019-20 and 2020-21 to be carried out on 06.05.2022.

2. To achieve the above date without fail a committee was formed. The names of the members of the committee are mentioned below-

- Dr. Pradipta Kumar Basu, Officer-in-Charge, GGDC, Mangalkote
- Dr. Debraj Biswal, Coordinator IQAC, GGDC, Mangalkote
- Mr. Pinaki Roy, Convener, NAAC Committee, GGDC, Mangalkote
- Dr. Akash Kedia, Academic Audit Coordinator, GGDC, Mangalkote

3. The names of following external members were proposed:

- Dr. Mrinal Kanti Chattopadhyay, Principal, Kandra Radhakanta Kundu Mahavidyalaya
- Dr. Nirmalendu Sarkar, Principal, Katwa College
- Dr. Utpal Das, Coordinator, IQAC, Katwa College



Dr. Pradipta Kumar Basu
OFFICER IN CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Dt. Para Burdhaman, West Bengal-713132



Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc**mangalkote@gmail.com**; *Website:* <http://mangalkotegovtcollege.org>

4. The consent of the external members are to be taken and letters to be sent to them well ahead so that they can visit the college on the scheduled date to carry out the audit.
5. All the faculty members are requested to cooperate with the committee so that the audits can be carried out smoothly.

Countersigned

**Officer-in-Charge
GGDC, Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman**





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Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc**mangalkote@gmail.com**; *Website:* <http://mangalkotegovtcollege.org>

IQAC/QA/AAA/3

DATE: 04.04.2022

NOTICE

In view of the upcoming audits all the Departmental Heads are requested to submit the details of their Departments related to the academic and administrative activities for the sessions 2018-19, 2019-20 and 2020-21. All the faculty members are requested to cooperate with the heads for completion of documentation as soon as possible. The proforma can be collected from any member of the committee entrusted with the responsibility of 'Academic and Administrative Audit'.

Countersigned

**Officer-in-Charge
GGDC, Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman**





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Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/05/2022

DATE: 09.04.2022

NOTICE

All concerned are hereby informed that a meeting of the IQAC has been scheduled to be held on **12.04.2022** in the chamber of the Officer-in-Charge at **01.30 PM** with the following agenda:

- 1) Finalization of the AQAR reports for all previous and current years along with their supporting documents,
- 2) Finalization of the previous academic calendar and preparation of the current academic calendar,
- 3) Present status of feedback form of all departments,
- 4) Possibility of NAAC and preparation of a proposal for the infrastructural development of the educational institution,
- 5) Report from NSS regarding all their activities from the past till date along with supporting documents,
- 6) CAS of the faculties, and
- 7) Matters arising.

In connection with the above-mentioned meeting, the presence of **all the members of the IQAC committee; Convener, Co-Convener & all the members of the NAAC committee and Programme Officer & members of the NSS committee** is requested.

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**



**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**



Dr. Pradip Kumar Bhow
OFFICER-IN-CHARGE, W.B.E.S.
Gangadhar Laxmi Degree College, Mangalkote
Dl, Purba Bardhaman, West Bengal-713132



सत्यमेव जयते

Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/06/2022

DATE: 09.04.2022

To,
Mr. Jagadish Chandra Barui,
Block Development Officer,
Mangalkote Development Block,
Purba Bardhaman.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC of our educational institution has been scheduled to be organized on 12.04.2022 at 01.30 PM in the chamber of the Officer-in-Charge with the following agenda:

- 1) Finalization of the AQAR reports for all previous and current years along with their supporting documents,
- 2) Finalization of the previous academic calendar and preparation of the current academic calendar,
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- 4) Possibility of NAAC and preparation of a proposal for the infrastructural development of the educational institution,
- 5) Report from NSS regarding all their activities from the past till date along with supporting documents,
- 6) CAS of the faculties, and
- 7) Matters arising.

It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any. Looking forward to your august presence.

Thanking you,
Yours sincerely,

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**





Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/07/2022

DATE: 09.04.2022

To,
Dr. Saurabh Chakraborti,
Principal (W.B.S.E.S.),
Bidhannagar College,
Bidhannagar, Kolkata.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC of our educational institution has been scheduled to be organized on 12.04.2022 at 01.30 PM in the chamber of the Officer-in-Charge with the following agenda:

- 1) Finalization of the AQAR reports for all previous and current years along with their supporting documents,
- 2) Finalization of the previous academic calendar and preparation of the current academic calendar,
- 3) Present status of feedback form of all departments,
- 4) Possibility of NAAC and preparation of a proposal for the infrastructural development of the educational institution,
- 5) Report from NSS regarding all their activities from the past till date along with supporting documents,
- 6) CAS of the faculties, and
- 7) Matters arising.

It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any. Looking forward to your august presence.

Thanking you,
Yours sincerely,

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**



Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/08/2022

DATE: 09.04.2022

To,
Dr. Amit Kumar Rakshit,
Superintendent,
Singot Rural Hospital,
Purba Bardhaman.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC of our educational institution has been scheduled to be organized on 12.04.2022 at 01.30 PM in the chamber of the Officer-in-Charge with the following agenda:

- 1) Finalization of the AQAR reports for all previous and current years along with their supporting documents,
- 2) Finalization of the previous academic calendar and preparation of the current academic calendar,
- 3) Present status of feedback form of all departments,
- 4) Possibility of NAAC and preparation of a proposal for the infrastructural development of the educational institution,
- 5) Report from NSS regarding all their activities from the past till date along with supporting documents,
- 6) CAS of the faculties, and
- 7) Matters arising.

It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any. Looking forward to your august presence.

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

Thanking you,
Yours sincerely,

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**



Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/09/2022

DATE: 09.04.2022

To,
Mr. Achintya Kumar Mondal,
Oriental Institute of Science & Technology,
Dewan Dighi, Katwa Road,
Purba Bardhaman: 713101,
West Bengal.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC of our educational institution has been scheduled to be organized on 12.04.2022 at 01.30 PM in the chamber of the Officer-in-Charge with the following agenda:

- 1) Finalization of the AQAR reports for all previous and current years along with their supporting documents,
- 2) Finalization of the previous academic calendar and preparation of the current academic calendar,
- 3) Present status of feedback form of all departments,
- 4) Possibility of NAAC and preparation of a proposal for the infrastructural development of the educational institution,
- 5) Report from NSS regarding all their activities from the past till date along with supporting documents,
- 6) CAS of the faculties, and
- 7) Matters arising.

It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any. Looking forward to your august presence.

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

Thanking you,
Yours sincerely,

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**



Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/05(Min.)/2022

DATE: 12.04.2022

Minutes of the meeting held on 12.04.2022

The meeting of the IQAC with all the conveners/co-conveners/programme officer and the members of **the IQAC committee, NAAC committee and NSS committee** of this college was conducted on 12.04.2022 in the chamber of the Officer-in-Charge at 01.30 PM.

The meeting was chaired by Dr. Pradipta Kumar Basu, Officer-in-Charge. Dr. Debraj Biswal, Coordinator, IQAC began the meeting by addressing the gathered faculty members about the purpose of the discussions scheduled for the day. Following this, the agenda were taken up serially by the Coordinator and valuable insights, suggestions and/or opinions were sought from the attendees. A brief overview of the discussion and the decisions have been enumerated below.

1) *Finalization of the AQAR reports for all previous and current years along with their supporting documents:*

The AQAR reports of the previous years (**2015-16, 2016-17, 2017-18, 2018-19 and 2019-20**) have already been compiled by the earlier Convener of NAAC committee and Coordinator of IQAC committee. However, they are short of a few supporting documents. It was decided that the said documents will be enlisted and worked upon jointly by the Coordinator of IQAC committee and the present Conveners of NAAC committee by **30.04.2022**.

It was proposed that the **AQAR (Part B)** of the academic sessions **2020-21 and 2021-22** will be prepared by the combined efforts of all the faculty members of the college. The faculty members agreed to the proposal and accordingly, they were divided into groups as under:

Criterion I: Mr. Molla Hafizur Rahaman, Mr. Keshab Chandra Saha, Ms. Tinat Rukshana

Criterion II: Dr. Akash Kedia, Mr. Dinesh Maity, Mr. Debashis Biswas

Criterion III: Dr. Debasish Kundu, Ms. Tahira Tashneem, Dr. Animesh Mondal

Criterion IV: Dr. Akash Kedia, Dr. Debasish Kundu, Mr. Debaditya Dutta

Criterion V: Mr. Hirak Kumar Sinha Mahapatra, Mr. Sk. Sahafur Hoque, Ms. Anamika Mukherjee

Criterion VI: Ms. Sanchari De, Ms. Suchismita Das, Ms. Moumita Mazumder

Criterion VII: Ms. Madhumita Chakraborty, Mr. Aritra Rudra, Mr. Khokan Sheikh

They were requested to submit the first draft of the AQAR of the aforementioned academic sessions within **30.04.2022**. Soft copies are to be mailed to the Coordinator, IQAC (iqac.ggdc@gmail.com) as well as the Conveners, NAAC (rajfps@gmail.com, pinaki.roy88@gmail.com). Hard copies of the same are also to be submitted to the Coordinator, IQAC and Conveners, NAAC.



Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

2) Finalization of the previous academic calendar and preparation of the current academic calendar:

It was proposed that the Academic Calendars of the sessions 2019-20, 2020-21 and 2021-22 will be prepared by the following faculty members –

2019-20: Mr. Hirak Kumar Sinha Mahapatra, Dr. Animesh Mondal

2020-21: Ms. Madhumita Chakraborty, Ms. Sanchari De

2021-22: Mr. Keshab Chandra Saha, Mr. Dinesh Maity

The faculty members agreed to this and they were requested to submit the soft and hard copies of the same by **30.04.2022** to the email addresses and/or concerned authorities as mentioned in the preceding section.

3) Present status of feedback form of all departments:

Since the feedbacks of the current students have not been taken by all the departments it was decided that they will take up the course of action, complete the task and submit the SSS reports to the IQAC by **06.05.2022**. The email addresses mentioned earlier can be used for mailing the soft copies.

To facilitate this activity, the Heads of all the departments were requested to mention the number of the feedback forms that will be required by them. **Their requisition are to be mentioned in the faculty WhatsApp group by 16.04.2022** so that the office can be intimated accordingly. Further, the Heads [or their representative(s)] will be collecting the feedback forms from the office to execute the task. All the faculty members welcomed the decision.

4) Possibility of NAAC and preparation of a proposal for the infrastructural development of the educational institution:

The IQAC and the NAAC committees are progressing slowly but steadily and will soon be able to submit the AQAR through the online submission system. For this purpose, the Coordinator of the IQAC committee and the Conveners of the NAAC committee will regularly check the corresponding website to keep a track of the dates of submission (and/or extension) of the AQARs.

All the faculty members were requested to offer suggestions for infrastructural development of the educational institution by posting their views **in the faculty WhatsApp group by 16.04.2022**. The views are to be compiled by Mr. Pinaki Roy, Co-Convener, NAAC committee and forwarded to the Chairperson and the Coordinator of the IQAC committee. The decision was agreed upon by all the members present.



Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdcmandalkote@gmail.com; *Website:* http://mandalkotegovtcollege.org

5) Report from NSS regarding all their activities from the past till date along with supporting documents:

The Programme Officer, NSS committee has prepared a list of activities conducted so far since its inception in 2019. He was requested to submit the supporting documents and the photographs (in separate folders for each event in different academic sessions) to the Chairperson and the Coordinator of the IQAC committee as well as the Conveners of the NAAC committee by **30.04.2022**. He agreed to do so.

6) CAS of the faculties:

The faculty members with pending promotions (following CAS) were requested to submit all their documentations (in hard copy) to the Coordinator of the IQAC committee by **06.05.2022** for further processing.

7) Matters arising:

There were no matters that needed further discussions as such. However, the Coordinator of the IQAC committee requested the Convener of the **Cultural Committee** and Head, **Department of Bengali** to take initiatives for celebration of '**Rabindra Jayanti**' in the coming month. They greeted the proposal with warmth.

Eventually, the meeting met its closure with expression of gratitude to the Chair.

COUNTERSIGNED

OFFICER-IN-CHARGE,
GGDC, MANGALKOTE

COORDINATOR, IQAC,
GGDC, MANGALKOTE





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Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc**mangalkote@gmail.com**; *Website:* <http://mangalkotegovtcollege.org>

NO.: IQAC/10/2022

DATE: 19.04.2022

NOTICE

It is hereby notified to all the faculty members that they are also required to collect data for the **AQAR (Part B)** of the academic session **2019-20** in addition to the sessions **2020-21** and **2021-22** (vide the earlier published minutes of the IQAC meeting – No. IQAC/05(Min.)/2022 dated 12.04.2022).

Please note that for the academic session 2019-20 only the data are required.

COUNTERSIGNED

Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**



Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/11/2022

DATE: 28.04.2022

NOTICE

It has come to our attention that the **AQAR data** has to be compiled in a **new format** since the academic session **2020-21**. Thereby, all the faculty members are notified that they are required to fill the data collected in the supplied (old) format for the academic session 2019-20 while the data for the academic sessions 2020-21 and 2021-22 should be filled in the new format attached with the notice.

Accordingly, the due date for submission of filled forms is extended till **15th May, 2022**.

Countersigned

Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman



Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman



Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc**mangalkote@gmail.com**; *Website:* <http://mangalkotegovtcollege.org>

IQAC/QA/AAA/4

DATE: 29.04.2022

NOTICE

As decided in the previous meeting and upon consent of the external members, all concerned are hereby notified that the 'Academic and Administrative Audit' for the academic sessions 2018-19, 2019-20 and 2020-21 will be conducted on 06.05.2022. As such, all the Departmental Heads should keep all the necessary documents ready for display whenever it will be needed. It is further notified that all other faculty members will help and cooperate with their respective heads to carry out the process. All the Departments should see that maximum attendance of the students are attained on the mentioned date.

Countersigned

**Officer-in-Charge
GGDC, Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman**





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Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/12/2022

DATE: 06.05.2022

NOTICE

All the faculty members of the enlisted departments and/or committees are requested to organize the following programmes within the mentioned due dates. The events/occasions have been chosen keeping in mind the spirit of all round development of our students as advised by the UGC.

Sl. no.	Event/Occasion	Programme	Department(s) and/or Committees	Due Date
1.	World Fish Migration Day	Webinar	Dept. of Zoology, UGC-Seminar Committee	30.05.2022
2.	Gender Sensitization	Webinar	Visakha Cell	10.06.2022
3.	World Environment Day	Webinar	Depts. Of Botany and Chemistry, Environmental Awareness Committee	15.06.2022
4.	World Environment Day	Tree plantation programme	NSS Committee	30.06.2022

The faculty members are further requested not to involve any other departments and/or their heads for organizing the above mentioned programmes. However, they can co-opt invitee member(s) solely on the basis of the willingness of the concerned faculty member(s).

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**



**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**



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Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/13/2022

DATE: 26.05.2022

NOTICE

All concerned are hereby informed that a meeting of the IQAC has been scheduled to be held on **01.06.2022** in the chamber of the Officer-in-Charge at **12.30 PM** with the following agenda:

- 1) Status of the AQAR reports for all previous and current academic sessions,
- 2) List of documents required for completion of previous AQAR reports,
- 3) Status of the previous and current academic calendars,
- 4) Teachers' feedback on syllabus and its transaction at the institution,
- 5) Parents-Teachers' meeting,
- 6) Celebration and/or observation of events in the upcoming academic session,
- 7) Wall magazine,
- 8) Redesigning the admission brochure to fulfill all the criteria prescribed by the UGC,
- 9) Orientation Programme for the newly admitted students in the academic session 2022-2023,
- 10) Valuable inputs from the Conveners, NAAC steering committee (if any), and
- 11) Matters arising.

All the faculty members of this institution must attend this meeting.

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**





Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/14/2022

DATE: 26.05.2022

To,
Mr. Jagadish Chandra Barui,
Block Development Officer,
Mangalkote Development Block,
Purba Bardhaman.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC of our educational institution has been scheduled to be organized on 01.06.2022 at 12.30 PM in the chamber of the Officer-in-Charge with the following agenda:

- 1) Status of the AQAR reports for all previous and current academic sessions,
- 2) List of documents required for completion of previous AQAR reports,
- 3) Status of the previous and current academic calendars,
- 4) Teachers' feedback on syllabus and its transaction at the institution,
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- 7) Wall magazine,
- 8) Redesigning the admission brochure to fulfill all the criteria prescribed by the UGC,
- 9) Orientation Programme for the newly admitted students in the academic session 2022-2023,
- 10) Valuable inputs from the Conveners, NAAC steering committee (if any), and
- 11) Matters arising.

It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any. Looking forward to your august presence.

Thanking you,
Yours sincerely,

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**





Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/15/2022

DATE: 26.05.2022

To,
Dr. Saurabh Chakraborti,
Principal (W.B.S.E.S.),
Bidhannagar College,
Bidhannagar,
Kolkata.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC of our educational institution has been scheduled to be organized on 01.06.2022 at 12.30 PM in the chamber of the Officer-in-Charge with the following agenda:

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- 4) Teachers' feedback on syllabus and its transaction at the institution,
- 5) Parents-Teachers' meeting,
- 6) Celebration and/or observation of events in the upcoming academic session,
- 7) Wall magazine,
- 8) Redesigning the admission brochure to fulfill all the criteria prescribed by the UGC,
- 9) Orientation Programme for the newly admitted students in the academic session 2022-2023,
- 10) Valuable inputs from the Conveners, NAAC steering committee (if any), and
- 11) Matters arising.

It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any. Looking forward to your august presence.

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

Thanking you,
Yours sincerely,

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**





Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/16/2022

DATE: 26.05.2022

To,
Dr. Amit Kumar Rakshit,
Superintendent,
Singot Rural Hospital,
Purba Bardhaman.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC of our educational institution has been scheduled to be organized on 01.06.2022 at 12.30 PM in the chamber of the Officer-in-Charge with the following agenda:

- 1) Status of the AQAR reports for all previous and current academic sessions,
- 2) List of documents required for completion of previous AQAR reports,
- 3) Status of the previous and current academic calendars,
- 4) Teachers' feedback on syllabus and its transaction at the institution,
- 5) Parents-Teachers' meeting,
- 6) Celebration and/or observation of events in the upcoming academic session,
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Thanking you,
Yours sincerely,

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**



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Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; *Website:* http://mangalkotegovtcollege.org

NO.: IQAC/17/2022

DATE: 26.05.2022

To,
Mr. Achintya Kumar Mondal,
Oriental Institute of Science & Technology,
Dewan Dighi,
Katwa Road,
Purba Bardhaman: 713101,
West Bengal.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

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Thanking you,
Yours sincerely,

Countersigned

**Officer-in-Charge
GGDC at Mangalkote
Purba Bardhaman**

**Coordinator, IQAC
GGDC at Mangalkote
Purba Bardhaman**



Dr. Pradipta Kumar Basu
OFFICER IN CHARGE, W.G.S.
Government General Degree College, Mangalkote
Dist. Purba Bardhaman, West Bengal- 713132