



# Sarojini Naidu College for Women

(Govt. Sponsored)

30 Jessore Road, Kolkata - 700 028

Phone : 2559-2583, 2529-1985

Ref. No. : .....

Date : .....

## NOTICE

A meeting of the IQAC will be held on Wednesday 17<sup>th</sup> May, 2023 at 12 noon at the Principal's Room to discuss the following agenda. All members are requested to attend the same.

### Agenda:

1. Preparation for NAAC peer team visit.
2. Misc.

*Sudeshna Chatterje 8/5/23*

Dr. Sudeshna Chatterje  
Coordinator, IQAC

**IQAC**  
Coordinator  
Sarojini Naidu College for Women

*Urmila Ukil 8.5.23*

Dr. Urmila Ukil  
Principal

**Principal**  
Sarojini Naidu College  
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## Minutes of the IQAC Meeting Held on 17/05/2023 at 12.00 pm.

### Members Present:

1. Dr. Urmila Ukil (Principal)
2. Dr. Anirban Ghosh (External Member)
3. Dr. Shampa Mondal
4. Sm. Ankira Sanyal
5. Dr. Santwana Chakrabarti
6. Dr. Sonali Saha
7. Dr Krishnapada Das
8. Dr. Soma Aditya Bandyopadhyay
9. Smt. Gitanjali Mukhopadhyay
10. Dr. Sudeshna Chatterjee
11. Smt. Madhusree Palit Dutta
12. Mr. Azizul Biswas

### Minutes:

1. Details of preparation for Ensuing NAAC PEER Team visit was discussed
2. All documents to be kept in hard copies
3. Post SSR documents to be collected and booklet to be prepared

### ACTION TAKEN REPORT

- All departments have started preparing PPTs.
- Preparation of Slides for PPT has started.