

A meeting of SBAC was held today on 09.09.2019 under the Chairmanship of Principal-cum-chairman at 10:30AM in the office chamber of SBAC. Following members were present in the meeting.

1. ANVIRANTAN SINGH - A/Inch
2. INDIRA JHA - Jaha R 9/9/19
3. MD. ZEYA HAIDER, Coordinator, SBAC - (M) Wavy 9/9/19
4. Anil Kumar Jha - Anil Jha 9/9/19
5. Pr VIKASH KUMAR - Pr 09/09/19
6. Pr Ashok Kumar Paddar - Pr Paddar 9/9/19
7. MD. JAFER ALAM - Jaffer Alam 9/9/19
8. Suresh Paswan - S Paswan 9/9/19
9. Mohan Mishra - Mishra
10. RAM BINOD SINGH - R B Singh
11. SHASHANK SHUKLA - Shanku
- 12.
- 13.
- 14.

At the outset, the Principal-cum-chairman Dr. Mushtaque Ahmed welcomed the members. After that the agenda were presented with the permission of the chair.

Agenda 1: The minutes of previous meeting held on 06.04.2019 to be read and confirmed

Resolution: The minutes of the last meeting

was read by SOAE Coordinator Dr. M. Z. Haidar and approved.

Agenda 2: Preparation of A&A for the year 2018-19.

Resolution: The member suggested that criteria wise work responsibilities should be given to the faculty members. For this, with the permission of the chair all the seven criteria of the A&A were divided in the following manner.

Criteria 1 - Dr. M. Z. Haidar, Coordinator SOAE

Criteria 2 - Dr. Latika Sharma

Criteria 3 - Dr. Tanima Kumari

Criteria 4 - Dr. Vijayan Pandey

Criteria 5 - Dr. Anupam K. Singh

Criteria 6 - Mr. Vikash Kumar

Criteria 7 & Institutional Profile } Mr. Shashank Shukla

It was also decided that draft copy of A&A (2018-19) would be put in next meeting of SOAE for final approval.

Agenda 3: To Proposal to the Rehabilitation Council of India, New Delhi to organize 3 day CRIE workshop on "Assessment and Intervention of Mental Health Problems in persons with multiple disabilities".

Resolution: - The proposal prepared by PG Dept of Psychology, CM College was approved. The meeting ended with a vote of thanks.

Attn SV
9.09.2019

A meeting of IQAC was held today on 14.11.2019 at 01.30 PM under the chairmanship of Principal cum chairman in the office chamber of IQAC. Following members were present in the meeting:

1. ANVI RANJAN SINGH - *Anvesh*
2. MD. ZAKIR ALAM - *Zakir Al* 14/11/19
3. INDIRA JHA - *Jha In* 14/11/19
4. Ashok Kumar Paddan - *@Paddan* 14/11/19
5. VEKASH KUMAR - *V Pr* 14/11/19
6. Lalit Sharma - *L* 14/11/2019
7. SHASHANK SHUKLA - *Shashank* 14/11/19
8. TANMA KUMARI - *T* 14/11/2019
9. Suresh Pasroo - *Suroo* 14/11/19
10. DIVAKAR JHA - *DIXI* 19
11. MD. ZEYA HAIDER, Coordinator - *Zydev* 14.11.19
12. Ansh Kumar Jha - *Ansh* 14/11/19
13. RAMBINOD SINGH - *Rhsupb*
- 14.

Dr. Mushtaque Ahmed, Principal - cum - Chairman welcomed the members of IQAC. The meeting began with permission of the Chairman.

Agenda Item No 1: To confirm the minutes of the last meeting held on 09.09.2019.
 Resolutions: The minutes of the last

meeting was read by Dr. M. Z. Haider, Coordinator, DAAC and was confirmed.

Agenda Item No 2. Review of the proposal of ADAR for the year 2018-19.

Resolution: The Coordinator presented the draft of the ADAR for the year 2018-19 before the members. The members discussed each and every point of the Draft ADAR. With some modifications it was approved. Now the Chairman instructed the DAAC, Coordinator to put the draft ADAR in College Advisory Committee and after the approval of CAE the ADAR for the year 2018-19 would be uploaded on NAAC website.

Agenda Item No 3. Review of the Academic Calendar 2019-20.

Resolution: The members reviewed the extent of compliance ^{by the Departments/Committees} of the Academic Calendar 2019-20. It was resolved that Department and different Committees of the College, who were behind the timeline, should be encouraged/instructed to strictly follow the Academic calendar.

Agenda No 4. To organize CRE workshop.

Resolution: The proposal sent by Dept. of Psychology was accepted and got the permission by RCJ, New Delhi to organize three day workshop. For this an organizing committee was constituted. The meeting ended with a vote of thanks.

M/Dr
14.11.2019

04/02/20

90

A meeting of IQAC was held on 04.02.2020 at 12:30 PM under the chairmanship of Principal-cum-chairman in the office chamber of IQAC. Following members were present in the meeting.

1. ANVI RANJAN SINGH - ~~4/2/20~~
2. MD. ZABER ALAM
3. Ashok Kumar Paddor - @ Paddor 4.2.20
4. INDIRA JHA - Indira 4/2/20
5. VIKASH KUMAR - Vikash 04/02/20
6. Divakar Jha - Divakar 4/2/20
7. TANIMA KUMARI - Tanima 04/2/20
8. SHASHANK SHUKLA - Shashank 4/2/20
9. Suresh Paswan - Suresh 4/2/20
10. MD. ZBYA HAIDER, Coordinator - MD 4.2.20
11. Anil Kumar Jha - Anil 4/2/20
12. RAM BINOD SINGH - RBS 4/2/20
- 13.
- 14.

At the outset, the Principal-cum-chairman Dr. Mushtaque Ahmad welcomed the members. He also informed the house that AQAR for the year 2018-19 had been successfully uploaded on NAAE portal on 16.11.2019 and the NAAE had accepted the said AQAR on 26.12.2019 with comment: "HEI HAS PROVIDED THE REQUIRED DOCUMENTS". After that agenda were presented by the Coordinator.

Dr. M. Z. HANDEK with the permission of the chair.

ITEM NO 1: To confirm the minutes of the last meeting.

Decision: The minutes of the last meeting were read by IQAC Coordinator and were approved by the committee.

ITEM NO 2: To review the completion of UG and P.G Syllabus.

Decision: The report on completion of Syllabus submitted by the HODs of the College was reviewed by the members. It was resolved that the departments that were behind the timeline should arrange some extra classes to complete the Syllabus.

ITEM NO 3: To discuss the report of Internal and ^{Administrative} ~~Acad~~ Audit.

Decision: After review of the Audit report, the members resolved that all the departments should be communicated to take corrective measures.

ITEM NO 4: Discussion on By-law/Regulation of C.M. College Alumni Association.

Decision: The members approved the by-law of C.M. College Alumni Association with some modification. Members also authorized the chairman to constitute the Alumni Association according to the provisions of said by-law and after the constitution the process of registration should be ^{initiated}.

ITEM NO 5: Review of activities of NSS, NCC, Different Committees and Ek Bharat Shreshtha Bharat.

Decision: After review, the members suggested that some more emphasis should be given on extension activities. Their suggestions were communicated to the coordinators of different Cell.

ITEM NO 6: Implementation of College Automation System (CAS)

Decision: The IQAC Coordinator emphasized the need to implement CAS to gather all useful information in fast checks for NAAC purposes. The members also recommended to implement CAS with college.

MZHV

4.2.2020

18/03/20

92

A meeting of SAAC was held today on 18.03.2020 at 1:00 PM under the chairmanship of Principal - Cum - Chairman in the office chamber of SAAC. Following members were present in the meeting.

1. INDIRA JHA - Indira Jha 18/3/20.
2. DIVAKAR JHA - Divakar Jha 18/3/20
3. MD. ZEYA HAIDER, Coordinator - MD. ZEYA HAIDER 18.3.20
4. Lalit Sharma - Lalit Sharma 18/3/2020
5. Ashok Kumar Padder - Ashok Kumar Padder 18/3/20
6. ANVI RAJWAN SINGH - Anvi Rajwan Singh 18.3.2020
7. VIKASH KUMAR - Vikash Kumar 18.03.2020
8. TANIMA KUMARI - Tanima Kumari 18/3/20
9. Suresh Panna - Suresh Panna 18.03.20
10. SHASHANK SHUKLA - Shashank Shukla 18/03/20
11. Anil Kumar Jha - Anil Kumar Jha 18/03/20
12. RAM BINOD SINGH - Ram Binod Singh
- 13.
- 14.

Since two-third members present in the meeting, quorum was obtained. At the outset, the chairman Dr Mushtaque Ahmad welcomed the members to discuss the agenda of the meeting and suggest the measures to strengthen the academic environment of the College. Thereafter the items of consideration were taken up with the permission of the Chair.

ITEM NO 1: The approval of minutes of last meeting.

Decision: The minutes of last meeting was approved by the members.

ITEM NO 2: To develop e-content/learning materials for the students

Decision: Resolved that faculty members of the college should be encouraged to develop e-learning resources in view of the expected COVID-19 breakdown in India.

ITEM NO 3: To finalise Future Plan of the college for the AY 2020-21

Decision: The report on the future plan for 2020-21 was presented by the coordinator and members approved it with some modifications.

ITEM NO 4: To finalise the two best practices for the AY 2020-21

Decision: After discussion it was resolved that college should adopt following two best practices for the year 2020-21.

1. Creation of e-learning resources
2. Conducting Online classes during COVID-19 period.

ITEM NO 5: Preparation of AQAR for the year 2019-20

Decision: Resolved that a team should be constituted to prepare the AQAR for the year 2019-20 after the completion of the AY 2019-20 in June 2020.

ITEM NO 6: Preparation of Academic Calendar for the year 2020-21

Decision: Resolved that Academic Calendar (2020-21) should be prepared after the publication of University Academic Calendar.

ITEM NO 7: Review the preparation of IQA and SSR for 3rd cycle.

Decision: The report on the preparation of IQA and SSR for 3rd cycle was presented by IQAC coordinator. The members observed that due to COVID-19, the college should go for NAAC accreditation after completion of the present AY. For this AQAR for the year 2019-20 should be submitted first in the month of September 2020.

ITEM NO: 8. Any other matter with permission of the chair

No issues were raised.

ATM SV
16.03.2020