

28/04/23

A meeting of the IQAC was held today on 28/04/2023 under the chairmanship of Principal-cum-Chairman at 10 AM in the office chamber of IQAC. Following members were present in the meeting:

	Principal	
Dr. Aashish Baniya, NAAC Coordinator		28/04/23
Prof (Dr.) D.P. Gupta, IQAC Coordinator		28/04/23
Gadaawendra Singh		28/04/23
MD ABSAR AHMAD		28/04/23
SHASHANK SHUKLA		28/04/23
Dr. Subrata Kr. Das		28/04/23
Alok Ranjan		28/04/23
Lalit Sharma		28/04/23
Dr. Mayank Srivastava		28/04/23
MD SHAKIR ALAM		28/04/23
Dr. Viprayn Pandey		28/04/23
Dr. Bindu Chandra		28.4.23
Dr. Sanjay K. Jha		28/04/23
Dr. Anupam K. Singh		28/4/23
Dr. Faizan Haidar		28.4.23
Dr. Md. Khalid Anjum Usmani		28/4/23

The meeting started with Principal-cum-Chairman Dr. A.K. Poddar welcoming the members to discuss the agendas and proposals. The members of NAAC steering committee and Controller of Examinations were also present in the meeting.

After the welcome address, the proposals and the agendas were presented with the permission of the chair.

AGENDA 1: To confirm the minutes of the previous meeting.

RESOLUTION 1: The Coordinator presented the minutes of the meeting held on 12/12/2022 and it was approved by the members of meeting as such.

AGENDA 2: To prepare the annual Academic Calendar for year 2023-24.

RESOLUTION 2: The members agreed that an Academic Calendar should be prepared for the year 2023-24 displaying probable dates for the internal exams and days for celebrating the days of International, National and Regional importance.

AGENDA 3: Regarding preparation of Annual Action Taken report for year 2022-23.

RESOLUTION 3: It was unanimously decided that since this is the last meeting of IAAC in the academic year 2022-23, an action taken report for this academic year has to be prepared keeping in view all the agendas and resolutions throughout the year.

AGENDA 4: Regarding the installation of AC in the college Departments.

RESOLUTION 4: All the members in the meeting agreed that the academic block should have the facility of AC. So, it was decided that AC should be installed in the chambers of all departments before the advent of Summer.

AGENDA 5: Regarding the minor changes in the electric wiring in the chamber of the departments.

RESOLUTION 5: It was decided that after the installation of AC in the departments, some changes in the electric wiring is indispensable due to the extra load on the power supply. So, some electrical work will be done in the departments in parallel to AC installation.

AGENDA 6: Regarding repairing and installation of new water cooler-cum-purifiers.

RESOLUTION 6: It was unanimously agreed that the existing water cooler-cum-purifiers must be repaired within the service period. Also, some new water coolers and purifiers will be installed in the gallery of departments and classrooms in addition to the existing ~~cooler~~ ones.

AGENDA 7: Regarding construction of new buildings.

RESOLUTION 7: The members unanimously agreed that a new building should be made for Fees counter and some other purposes and its entry gate should be made outside the main campus. This will avoid the unnecessary rush within the campus.

AGENDA 8: To provide each department with new set of plates and glasses.

RESOLUTION 8: It was decided that each department will be provided with new set of cup-plates and glasses for occasional tea and water etc.

AGENDA 9: To buy new books for maintenance of the departmental libraries.

RESOLUTION 9: The members agreed on the proposals that the departmental libraries need more updated books. The principal asked the Heads of the respective departments to make a list of the books that are needed at the departmental level with the help of the faculty members and give it to the office within a week for further actions.

In the end, it was decided that the minutes of the present meeting will be presented before the College Advisory Committee for its approval.

The meeting ended with the vote of thanks delivered by the Co-ordinator to the Chair and the members.

12/12/2022

A meeting of IQAC was held today on 12/12/22 under the chairmanship of Principal-cum-chairman at 10 A.M. in the office chamber of IQAC. Following members were present in the meeting:

Principal

Dr. Ashok Kumar Poddar, IQAC Coordinator

Dr. Anshika Bandyopadhyay, NAAC Coordinator

MD ABISAR AHA

Gadawendra Singh  
SHASHANK SHUKLA

Dr. Subrata K. Das

Alok Ranjan

Lalit Sharma

Dr. Mayank Srivastava

MD SHAKIR ALAM

Dr. Anupam K. Singh

Dr. Nigam Bandyopadhyay

Dr. Bides Chandra

Dr. Faizan Haidar

Az 12/12/22

Dr. Singh 12/12/22

Az 12/12

MD ABISAR AHA 12/12/22

Gm 12/12/22

Shashank 12/12/22

Dr. Das 12/12/22

Az 12/12/22

Az 12/12/22

MD 12/12/22

Shakil 12/12/22

Singh 12/12/22

Gm 12/12/22

Az 12/12/22

Dr. Faizan Haidar 12.12.2022

The meeting started with the Principal-cum-Chairman Dr. A. K. Mandal welcoming the members to discuss the agendas and proposals. The members of the NAAC steering committee and Controller of Examinations were also present in the meeting:

After the welcome address, the agendas and proposals were presented with the permission of the chair.

AGENDA 1: To confirm the minutes of the previous meeting.

RESOLUTION 1: The coordinator presented the minutes of the meeting held on 29/09/22 and it was approved by the members as such.

AGENDA 2: To submit the AISHE report for the present Academic year.

RESOLUTION 2: It was unanimously decided that the college should submit AISHE report for the present Academic year within the deadline. It was requested to the Heads of the departments and non-teaching staff to provide Dr. Madamendra Singh with the required information.

AGENDA 3: Regarding construction of new buildings within the college premises.

RESOLUTION 3: It was proposed by the members that some new buildings should be constructed as per the requirements of the institution within the college premises.

AGENDA 4: Regarding minor changes in the members of various committees.

RESOLUTION 4: The members approved the proposal of making minor changes in the different committees of the college as a number of transfers as well as retirements affected the strength of the teachers.

AGENDA 5: Regarding installation of Solar Panel under Go-Green initiative.

RESOLUTION 5: It was decided the Dr. Ashish Bariyar will communicate with BREDA on the behalf of the college for the installation of the Solar Panel under Go-Green Initiative.

In the end, it was decided that the minutes of the present meeting will be presented before the College Advisory Committee for its approval. The meeting ended with the vote of the thanks delivered by the Coordinator to the chair and the members.



29/09/22

A meeting of IQAC was held today on 29/09/22 under the chairmanship of Principal-cum-Chairman at 10:00 in the office chamber of IQAC. Following members were present in the meeting:

Principal

A.K. Mandal 29/09/22

Dr. Ashok Kumar Boddar, IQAC Coordinator

Boddar 29/09/22

Dr. Ashish Bandyopadhyay, NAAC Coordinator

HB 29/9

MD ABSTAR ALAM

MD ABSTAR ALAM 29/09/22

Gadagendra Singh  
SHASHANK SHUKLA

G Singh 29/09/22

Dr. Subrata K. Das

Shankar 29/09/22

Alok Ranjan

Das

Lalit Sharma

29/09/22  
Lalit

Dr. Mayank Srivastava

29/09/22  
M Srivastava

MD SHAKER ALAM

29/09/22  
Shaker

Dr. Anupam K. Singh

Singh 29/09/22

Dr. Vijayanand Singh

V Singh 29/09/22

Dr. Sanyukt K. Das

Das 29/09/22

The meeting started with the Principal-cum-Chairman Dr. A. K. Mandal welcoming the members to discuss the agendas and proposals. The members of the NAAC steering committee and the Librarian were also present in the meeting.

After the welcome address, the agendas and proposals were presented with the permission of the chair.

AGENDA 1: To confirm the minutes of the previous meeting.

RESOLUTION 1: The Co-ordinator presented the minutes of the meeting held on 19/07/2022 and it was approved by the members as such.

AGENDA 2: To review the progress of different criterions of AQAR 2020-21.

RESOLUTION 2: The progress of AQAR 2020-21 was reviewed and it was agreed that the concerned member of the IQAC dealing with their respective criteria should identify the missing data requirements. They should also write to communicate their requirements to the Principal so that a gentle reminder should be given to the concerned departments dealing with the missing data requirement.

AGENDA 3: Regarding data from various cells functioning in the college.

RESOLUTION 3: It was agreed that the Co-ordinators of various cells in the college like NCC, NSS, Women cell, etc. should provide the detailed report of the

programmes conducted by them from 2020 onwards, so that the section of extension activities could be filled in A&AR.

(4) AGENDA 4: To discuss the possibilities of the installation of Solar Panel.

RESOLUTION 4: The members were informed that a proposal of installing Solar Panel has been forwarded to BREDA. The solar panel will be installed at College Campus and Vidyapati Chhatrawas.

(5) AGENDA 5: To nominate departmental Co-ordinators.

RESOLUTION 5: It was unanimously agreed in the meeting that the Head of each department should nominate one member from their department for communicating the required data.

(6) AGENDA 6: To review and notify the different committees as mandated by UGC/NAAC.

RESOLUTION 6: All members agreed that following retirements and transfers, the committees as mandated by UGC/NAAC need to be modified and notified. A notice has to be circulated regarding the formation of committees asking the interest of faculties in

representing themselves in different committees.

(7) AGENDA 7: Regarding Mental Health Committee, Routine Committee and Media Cell.

RESOLUTION 7: The members of the cell agreed that the two new committees, i.e. Mental Health Committee and Routine Committee will be formed. It is also agreed that the co-ordinator of Media Cell should take the task of publishing and writing the press release. It makes the presence of Media Cell co-ordinator in all the meetings mandatory and a letter was forwarded by the principal to the cell regarding the same.

(8) AGENDA 8: To depute an office clerk for IAAC exclusively.

RESOLUTION 8: All the members agreed that an office clerk is exclusively required at IAAC for documentation and managing files. It was requested to Principal to make such arrangements.

(9) AGENDA 9: To review the Financial Audit.

RESOLUTION 9: The members expressed their satisfaction on the progress made on the Financial Audit. It was

placed before the members that the financial audit was complete upto the Financial Year 2020-21 and the report for the same is pending from Auditor's side.

In the end it was decided that the minutes of the present meeting will be presented before College Advisory Committee. The meeting ended with the vote of thanks delivered by the Co-ordinator to the chair and the members.

19/07/2022

A meeting of IOAC was held today on 19/07/2022 under the chairmanship of Principal-cum-Chairman in the office chamber of IOAC. Following members were present in the meeting:

Principal

19/7/2022

Dr. Ashok Kumar Podd, IOAC, Coordinator

19/7/22

Dr. Anshika Baniya, NAAC coordinator

19/7/22

MD AB SAH. 4.00m

19/7/22

Gadawendra Singh  
SHASHANK SHUKLA

19/07/22

19/07/22

Dr. Subrata KR Das

19/07/22

Alok Rayan

19/07/22

Lalit Sharma

19/07/22

Dr. Mayank Srivastava

19/7/22

MD

19/07/22

MD SHAKIR ALAM

19/07/22

Dr. Anupam K. Singh

19/07/22

Dr. Vijayam Pandey

19/07/22

Dr. Saiyent Kir. Jha

19/7/22

The meeting started with the Principal-cum-Chairman Dr. A.K. Mandal welcoming the members to discuss the agendas of the meeting. The members of the NAAC steering committee were also present in the meeting.

After the welcome address, the agendas were presented with the permission of the chair.

AGENDA 1: Inception of the new members in NAAC steering committee.

RESOLUTION 1: As the members of NAAC steering committee were also present, so before presenting the minutes of the last meeting, their developments were proposed. As Dr. Sanjeet K. Jha, Department of Sanskrit was assigned university works, Mr. Md. Absar Alam, HoD, Department of Economics was assigned the criterion 2 in place of Dr. Sanjeet K. Jha along with Mr. Alok Ranjan, Department of Political Science. Also, Dr. Lalit Sharma was assigned criterion 6 to look after.

AGENDA 2: To reconstitute IQAC as per rules due to transfers and retirements.

RESOLUTION 2: It was unanimously resolved that it is indispensable to reconstitute the IQAC as there have been a lot of transfers and retirements in the last few years. The IQAC has to be constituted as per the rules.

AGENDA 3: To confirm the minutes of the previous meeting.

RESOLUTION 3: After the induction of the new members

and acknowledging the needs to re-constitute IQAC, the Co-ordinator presented the minutes of the meeting held on 09/05/22 and it was approved by the members.

AGENDA 4: To maintain the College website from the NAAC point of view.

RESOLUTION 4: It was agreed that the college website needs to be maintained properly as well as updated. The website has to be renewed as its license has expired and the same domain that has been communicated to many places has to be restored. In addition to that, the official email-ids of the faculties and institution is also to be renewed.

AGENDA 5: Reg. the automation of the various departments of the college.

RESOLUTION 5: It was unanimously agreed that the work of automation of the various departments in college like that of Administration, library, Admission, etc. should be done as soon as possible as it will be very helpful for the collection of data related to NAAC. It will also make the updation and collection of previous data much easier.



In the end, it was decided that the minutes of this meeting will be present before the College Advisory Committee. The meeting ended with the vote of thanks by the Co-Ordinator of ICAC to the chair and the members.