09/05/22

A meeting of IQAC was held today on 09/05/22 under the Chairmanship of Principal-cum-Chairman at 9:00 AM in the office chamber of IQAC. Following members were present in the meeting:

Principal — [signature] 9/5/22

IQAC, coordinator

Dr. Ashok Kumar Poddar — [signature] 9/5/22

Dr. Aashish Banyal, NAAC coordinator — [signature] 9/5/22

SHASHANK SHUKLA — Shashank 09/05/22

Yadawendra Singh — [signature] 09/05/22

Alok Ranjan — [signature] 09/05/22

Lalit Sharma — [signature] 9/5/22

Dr. Mayank Srivastava — [signature] 09/05/22

Dr. Anupam Kr. Singh — Singh 09/05/22

Dr. Niranjan Pandy — [signature] 9/5/22

Dr. Sanjeet Kr. Jha — [signature] 9/5/22

The meeting started with the Principal-cum-Chairman Dr. Phulo Paswan welcoming the members to discuss various agendas in the meeting. All the teachers who are looking after different criterion in the AQAR were also present in the meeting.

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

AGENDA 1: To confirm and approve the minutes of the last meeting.

RESOLUTION 1: The minutes of the last meeting held on 14/03/22 were presented by the Co-ordinator and were approved by the members.

AGENDA 2: To discuss about the submission of AQAR 2020-21.

RESOLUTION 2: It was resolved that the AQAR 2020-21 should be submitted before the last date so that any extension willnot be needed.

AGENDA 3: To discuss the uploading of various criterions.

RESOLUTION 3: It was unanimously decided that teachers will upload their criterions seperately on NAAC portal after the first part of AQAR regarding institutional profile will be completed. The teachers must try to upload their criterions well before deadline.

AGENDA 4: To relieve the teachers preparing AQAR from other college assignments.

RESOLUTION 4: It was unanimously decided that if the teachers who are looking after various criterions of AQAR should not be involved in the extra duties of college like invigilation, etc. as it will make it difficult for them to finish the work on scheduled time. So, it was decided that an order will be passed relieving them from such duties.

AGENDA 5: Regarding submission of remaining Teachers' Profile.

RESOLUTION 5: It was decided that a reminder must be sent to the departments from where teachers are yet to send their profile information.

AGENDA 6: Regarding preparation of AQAR 2021-22 and SSR.

RESOLUTION 6: It was agreed unanimously that AQAR 2021-22 and SSR should be worked out parallely in order to avoid any augmentation of workload later.

AGENDA 7: Revised allotment of various criterion for AQAR 2020-21.

RESOLUTION 7: The criterions were alloted in the

following manner for AQAR 2020-21:
Criterion 1 : DR. Aashish Bariyar.
Criterion 2: Dr. Sanjeet Kr. Jha
Mr. Alok Ranjan
Criterion 3 : Dr. Yadawendra Singh
Criterion 4 : Dr. Vijay Sen Pandey.
Criterion 5 : Dr. Anupam Kr. Singh
Criterion 6 & 7 : Dr. Shashank Shukla.

In the end, it was decided that the minutes of this meeting will be presented before College Advisory Committee for its approval. The meeting ended with a vote of thanks delivered by the Co-ordinator of IQAC to the chair and the members of the committee.

25/02/22

A meeting of the IQAC was held today on 25/02/22 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 — [signature] 25/2/22

IQAC, Giridih

Dr. Ashok Kumar Poddar — [signature] 25/2/22

Dr. Aashish Baniya, NAAC coordinator — [signature] 25/2/22

SHASHANK SHUKLA — Shashank 25/02/22

Alok Ranjan — [signature] 25/02/22

Dr. Vikash Kumar — [signature] 25/02/22

Yadawendra Singh — [signature] 25/02/22

Lalit Sharma — [signature] 25/2/22

Dr. Mayank Srivastava — [signature] 25/02/22

Dr. Vijay m Pandey — [signature] 25/2/22

Dr. Anupam Kr. Singh — A Singh 25/02/22

Dr. Sanjeet Kr. Jha — [signature] 25/2/22

The meeting started with the chairman-cum-Principal Dr. Phulo Paswan welcoming the members to discuss the agenda of the meeting. A broad consensus was reached to review the progress made so far in the submission of the AQAR of 2020-21 and also to suggest ways and measures for getting requisite information from various departments from the point of view of NAAC.

After that, the agendas were presented with the permission of the chair.

AGENDA 1: To confirm and approve the minutes of the last meeting.

RESOLUTION 1: The minutes of the last meeting were presented by the co-ordinator and were approved by the committee.

AGENDA 2: To review the Action Plan for the Academic Year 2021-22.

RESOLUTION 2: The academic plan for the year 2021-22 was systematically reviewed and it was resolved that the incomplete works and assignments are needed to be finished within the stipulated time in order to get desired results and to not lag behind much from Academic calendar.

AGENDA 3: To review the extent of the courses completed by each department.

RESOLUTION 3: The committee held detailed discussions to review the extent to which each department has completed its syllabus. It was resolved that the departments which are lagging behind must make sustained efforts to complete their syllabus within time.

AGENDA 4: To discuss about the renovation of the Boys Common Room and College buildings wherever necessary.

RESOLUTION 4: It was resolved that the Boys Common Room and other buildings of the College must be renovated and the basic amenities for Students and College staff should be ensured. It was also agreed that some more facilities should be provided in the Boys Common room.

AGENDA 5: To discuss the construction of Smart Classes, etc.

RESOLUTION 5: It was resolved that the college needs 2-4 smart classes in order to conduct training programmes for college staff as well as to educate the students. The members agreed that the proposal for the construction of smart classes should be moved forward as soon as possible. It was also decided that Seminar hall, Psychology Lab and the Smart Classes (pre-existing) should be renovated as well.

AGENDA 6: To discuss the installation of Solar Panels.

RESOLUTION 6: It was also resolved that the efforts should be made for the installation of Solar Panels in the college premises and hostel under the Go-Green initiative so that the electricity power requirements of the college and hostel could be met smoothly.

In the end, it was decided that the minutes of this meeting will be presented before the College Advisory Committee (CAC) for its approval. The meeting ended with a vote of thanks delivered by the NAAC Co-ordinator to the Chair and the members of the Committee.

14/03/22

A meeting of IQAC was held today on 14/03/22 under the chairmanship of Principal-cum-Chairman at 10 A.M. in the IQAC chamber. Following members were present in the meeting:

Principal — 14/3/22
IQAC Coordinator
Dr. Ashok Kumar Poddar — 14/3/22
Dr. Aashish Baniyan, NAAC coordinator — 14/3/22
SHASHANK SHUKLA — Shashank 14/03/22
Dr. Vikash Kumar — 14/03/22
Gadawendra Singh — 14/03/22
Alok Ranjan — 14/03/22
Lalit Sharma — 14/3/22
Dr. Mayank Srivastava — 14/03/22
Dr. Nityam Pandey — 14/3/22
Dr. Anupam Kr. Singh — Singh 14/03/22
Dr. Sanjeet Kr. Jha — 14/3/22

The meeting started with the Principal-cum-Chairman Dr. Phulo Paswan welcoming the members to discuss the agenda of the meeting. One of the important point was to preview the agendas to be discussed in the General meeting of the teachers scheduled to be held in the Seminar hall from the point of view of NAAC just after this meeting.

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

AGENDA 1: To confirm and approve the minutes of the last meeting.

RESOLUTION 1: The minutes of the last meeting held on 25/02/22 were presented by the Co-ordinator and were approved by the members of the Committee.

AGENDA 2: To discuss the detailed preparations required to be undertaken at the Individual faculty and Departmental levels for NAAC.

RESOLUTION 2: Co-ordinator of NAAC committee informed that the present Depamental Co-ordinators and HODs have co-operated wonderfully so far. However, a lot more is to be done for NAAC. There are a number of registers and formats that are needed to be maintained at depamental levels. A detailed teachers proforma will be made available to all teachers containing information about their academic and professional profile.

AGENDA 3: To regularize the Internal Audit and Academic audit of all the Departments.

RESOLUTION 3: It was resolved to carry out the Academic Audit as well as the Internal Audit of every department by the IQAC in the near future.

AGENDA 4: To review the action plan for the Academic Year 2022-23.

RESOLUTION 4: The action plan for the Academic Year 2022-23 was reviewed with the Academic Calendar in mind and it was resolved that all the proposed and scheduled academic works should be completed within time in order to prevent any diversion from Academic Calendar.

AGENDA 5: To discuss the organising of Seminars and Conferences.

RESOLUTION 5: It was resolved that various departments should endevour to organise Seminars, workshops and conferences from the point of view of Professional Development and NAAC. It was unanimously decided that all the events should be organised in collaboration with IQAC.

AGENDA 6: To prepare a seperate routine chart for the morning classes.

RESOLUTION 6: It was resolved that a seperate routine chart with classrooms alloted to various departments needs to be prepared for morning classes in examination period in order to carry on the completion of syllabus and to avoid confusion.

In the end, it was decided that the minutes of this meeting will be presented before College Advisory Committee for its approval. The meeting ended with a vote of thanks delivered by the IQAC Co-ordinator toward the Chair and the members of the Committee.

16/11/2021

A meeting of Internal Quality Assurance Cell (IQAC) was held today on 16/11/21 under the chairmanship of Principal-cum-Chairman at 10 A.M. in the office chamber of the IQAC. Following members were present in the meeting:

	Principal	16/11/2021
Dr. M. Reza Haider	IQAC Coordinator	16.11.2021
Dr. Ashok Kumar Poddar		16/11/21
Dr. Aashish Baruya	NAAC Coordinator	16/11
SHASHANK SHUKLA		Shashank 16/11/21
Alok Ranjan		16/11/21
Vikash Kumar		16/11/21
Yadawendra Singh		16/11/21
Lalit Sharma		16/11/21
Dr. Mayank Srivastava		16/11/21
Dr. Anupam Kr. Singh		Singh 16/11/21
Dr. Vijayam Pandey		16/11/21
Dr. Sanjeet Kr. Jha		16/11/21

At the outset, the Principal-cum-Chairman, Dr. Bishwanath Jha welcomed the members to discuss the agenda of the meeting as well as new proposals.

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

AGENDA 1: To confirm and approve the minutes of the last meeting.

RESOLUTION 1: The minutes of the last meeting held on 07/09/21 were presented by the co-ordinator and were approved by the committee as such.

AGENDA 2: To conduct the internal exams for PG Courses.

RESOLUTION 2: It was decided that the Internal exams of the Post Graduate departments should be completed within the scheduled time. It was requested to all the Heads to plan the internal examination in sync with each other.

AGENDA 3: To add to the existing sports facilities in the college.

RESOLUTION 3: The members agreed unanimously that the stock of the sports department should be augmented as the students need better practice in order to represent college at higher levels. The members were also of the view that the college should contact University to make arrangements for the training of the college students in specific sports.

AGENDA 4: To add to the stock of the reading room.

RESOLUTION 4: It was decided that the Reading Room needs more maintainence in order to be used more efficiently and prudently. There should be subscription to more periodical journals and magazines for the Reading Room. The departments were asked to send their suggestions within a week and provide help for the online subscription of the journals and magazines.

AGENDA 5: To organise more seminars and competition on college level.

RESOLUTION 5: It was asked that the respective departments should try to organise seminars and workshops on college level in collaboration with the reputed agencies and institutions. It was also expected of various cells and departments for conducting different competitions for students so that they can participate and take active interest in the academic activities of the college.

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

07/09/21

A meeting of the Internal Quality Assurance Cell (IQAC) was held today on 07/09/21 under the chairmanship of Principal-cum-Chairman at 10:00 AM in the office chamber of IQAC. Following members were present in the meeting:

Principal

Dr. M. Zaki Haider, IQAC coordinator

Dr. Ashok Kumar Poddar

Dr. Aashish Baranjan, NAAC Coordinator

SHASHANK SHUKLA

Dr. VIKASH KUMAR

Yadawendra Singh

Alok Ranjan

Lalit Sharma

Dr. Mayank Srivastava

Dr. Anupam kr. Singh

Dr. Vijayendra Pandey

Dr. Sanjeet kr. Jha

At the outset, the Principal-cum-Chairman, Dr. Bishwanath Jha welcomed the members to discuss the agenda of the meeting and to evaluate the preparation of the college from the point of view of NAAC.

After that the agendas were presented with the permission of the chair.

AGENDA 1: To confirm and approve the minutes of the last meeting.

RESOLUTION 1: The minutes of the last meeting held on 26/07/21 were presented by the Co-ordinator and were approved by the committee as such.

AGENDA 2: To review the progression of academic curriculum in college.

RESOLUTION 2: It was resolved to pace up the efforts in order to catch up the timely completion of academic events lagging behind due to COVID-19.

AGENDA 3: To review the automation of the library and other administrative offices.

RESOLUTION 3: It was unanimously decided that the automation of library and other administrative offices should be completed as soon as possible. This will not only be helpful in the accessibility of the information but also in the augmentation of the efforts of the college to go paperless in the official works.

AGENDA 4: To conduct a green audit of the college premises.

RESOLUTION 4: The members agreed that the green audit of the college premises will be of great help in order to access the original position of the college in its endevour towards a much greener and natural campus.

AGENDA 5: To ensure the involvement of IQAC in all the events at college level.

RESOLUTION 5: The members agreed that all the cells and other bodies in the college must organise any event in collaboration with IQAC. This will ensure the participation of IQAC in various events throughout the year as well as prove helpful in maintaining the records of the events.

AGENDA 6: Regarding stationery required in the departments.

RESOLUTION 6: It was decided that the Head of each department will provide an approximate amount of stationery materials like that of Attendance Register (of teachers & students), Chalk, Duster, Staplers, etc. to the general section so that the materials could be arranged timely and there shall be no problems regarding the basic needs.

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

Date 26/07/21

A meeting of Internal Quality Assurance Cell (IQAC) was held today on 26/07/21 under the chairmanship of Principal-cum-chairman at 10:00 A.M. in the office chamber of IQAC. Following members were present in the meeting:

Principal 26/07/21

Dr. Mazhar Haider	IQAC, Coordinator	26.07.2021
Dr. Ashok Kumar Potdar		26/7/21
Dr. Aashish Bairagi, NAAC coordinator		26/7/21
SHASHANK SHUKLA		Shashank 26/07/21
Mr. Vikash Kumar		26/07/21
Yadawendra Singh		26/07/21
Alok Ranjan		26/07/21
Lalit Sharma		26/7/21
Dr. Mayank Srivastava		26/7/21
Dr. Anupam Kr. Singh		26/7/21
Dr. Vijayani Pandey		26/7/21
Dr. Sanjeet Kr. Jha		26/7/21

At the outset, the chairman-cum-Principal Dr. Bishwanath Jha welcomed the members to discuss the agenda of the meeting as well as new proposals. After that agendas and proposals were presented by the co-ordinator with the permission of the chair.

AGENDA 1: To confirm and approve the minutes of the last meeting.
RESOLUTION 1: The minutes of the last meeting held on 08/07/2021

were presented by the Co-ordinator and were approved as such.

AGENDA 2: To make-up for the loss of offline teaching (if any) during the COVID-19 period.

RESOLUTION 2: It was unanimously decided the all departments will take remedial classes in order to make up for the loss of offline classes during COVID-19 period.

AGENDA 3: To discuss the report of Internal Academic and Administrative Audit of each department.

RESOLUTION 3: The report of the Internal Academic and Administrative Audit of each department done by IQAC was presented. The members resolved to take corrective measures suggested by the co-ordinators and the committee.

AGENDA 4: To reconstitute the NAAC steering committee.

RESOLUTION 4: It was unanimously resolved that due to the retirement and transfer of many members, the NAAC steering committee needs to be reconstituted as soon as possible.

AGENDA 5: To review the preparation of the AQAR for the AY 2019-20.

RESOLUTION 5: It was resolved that the required updations should be made in the AQAR for the AY 2019-20 as per requirements due to COVID-19.

AGENDA 6: Regarding purchase of Textbooks and Reference books for the college Library.

RESOLUTION 6: The members agreed that with the increased number of faculty members and the students due to the access to the facilities of Reading Room, free WiFi etc., the college needs to increase its stock of Textbooks for Students and Reference books for Teachers. Keeping this development in view, it was unanimously decide that college should initiate the process of purchasing new books.

AGENDA 7: Regarding preparation of the Annual Academic calendar.

RESOLUTION 7: It was decided that the Annual Academic calendar of the college should be prepared with the probable dates for the Internal examinations. The calendar should also feature days of national, international and regional importance alongside incorporating the University Annual and Holiday Calendar. It should also feature probable dates for sports and cultural events at the college level.

In the end, it was decided that the minutes of the present meeting will be placed before the College Advisory Committee for its approval. The meeting ended with a vote of thanks delivered by the Co-ordinator of IQAC to the chair and the members of the committee.

A meeting of IQAC was held on 08.07.2021 at 01.00 PM in the Seminar Hall under the chairmanship of Professor-in-charge Prof. Bishwanath Jha. Following members were present in the meeting.

1. Principal — [signature] 8/7/2021
2. MD. ZEYA HAIDER, Coordinator — [signature] 8.7.2021
3. Pawan Kumar Shukla — [signature] 8-7-
4. RAM BINOD SINGH — [signature]
5. INDIRA JHA — [signature] 8/7/21
6. DINAKAR KUMAR SINGH — [signature] 8/7/21
7. PRABHAT KR. CHAUDHARY — [signature] 8.7.21
8. Md. Zafar Alam — [signature] 8.7.21
9. SHASHANK SHUKLA — [signature] 8/07/21

In the beginning, the Principal-cum-chairman Dr. B.N. Jha welcomed the members. Then the agendas and proposals were brought forward by the permission of the chair.

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

RESOLUTION 1: The minutes of the previous meeting were put forward by the Co-ordinator and were approved by the members as such.

AGENDA 2: To provide scholarships and awards to students.

RESOLUTION 2: It was decided that college will give scholarships and awards to meritorius students from its internal fund.

AGENDA 3: Regarding automation of offices and library.

RESOLUTION 3: The members unanimously agreed that the college should move forward for the automation of the offices, fee counters and library.

AGENDA 4: Regarding Induction programme for the newly admitted students.

RESOLUTION 4: It was decided the all departments will organise an induction programme for the newly admitted students.

AGENDA 5: Regarding solar system installation.

RESOLUTION 5: It was decided that under its Go-GREEN initiative, college will initiate talks with BREDA for the installation of Solar system in majority of its building.