

Meeting-3

Date: - 14-April-2017

Place: - Office of the IQAC

Agenda: -

The third meeting of the IQAC was held at the Office of the IQAC. The main agenda for meeting was as under:

- To review the implementation of the proceedings of the previous meeting.
- To review feedback to improve the teaching learning activities.
- To give impetus to research activities in the college
- To enhance information and other requirements of newly constructed academic blocks.
- To organize workshops, seminars and educational tours.
- Regarding internal examinations and internal assessment.
- To design transparent admission policy.
- To issue instructions to the department regarding Academic Calendar for the next session.
- To issue instruction regarding the submission of the activities of various cells and committees.

Minutes of the meeting: -

The decision was also made to conduct workshop for teaching and non-teaching staff for the preparation of NAAC inspection that is scheduled to hold in the coming session.

1. The members put emphasis on the use of ICT enabled tools and e-resources.
2. It was also decided to enhance information resources.
3. Crash courses for both internal and external students was also planned which are to be conducted in the college.
4. It was also decided to ask all the departments to supply for ISSN for their department journals.
5. It was also discussed and decided to establish Publication Cell of the college for publications.
6. The member also made a decision to improve the college website including more online resources other interactive features.
7. It was decided to follow the reservation policy of the university and to have online admission
8. It was decided that the department should submit of Academic Calendar.
9. It was decided to direct the conveners of various cells and committees to maintain proper record of the conducted activities.