

10/10/2020

A meeting of IQAC was held today in the Principal's chamber in the chairmanship of Dr. Sharmila Rani at 11:30 Am.

The following members were present in the meeting.

- 1) Dr. Sharmila Rani (Principal) Rani  
10/10/2020
- 2) Dr. Reeta <sup>K</sup>Sharma (Prof-in-Charge) - Rani  
10/10/2020
- 3) Dr. Susanda Kumari Susharda  
10.10.2020
- 4) Dr. Sarita Shivastar - S  
10.10.2020
- 5) Dr. Tanuja Kumari - Tanuja  
10/10/2020
- 6) Dr. Sumita Tiwary - Sumit  
10/10/2020
- 7) Dr. Nitya Kumari (IQAC Co-ordinator) - Nitya  
10/10/2020
- 8) Dr. Sumita Hembrom - Hembrom  
10.10.2020
- 9) Prof. Shobha Sarita
- 10) Prof. Kavita Dhireh - Dhireh  
10/10/2020
- 11) Prof. Bimal Mitt - Mitt  
10.10.2020
- 12) Mr. Anindam Basu. Basu  
10/10/2020

Agenda: - Regarding submission of AQAR discussion and implementation

proceeding: — It is decided that AQAR should be uploaded prior to submission date (grace period given by NAAC) 31-10-2020 for different criterion task assigned to teachers/IBAC members that:-

For Library — Dr Sumita Hembrom and Dr. Tanuja Kumari.

For Lab → Dr. Sarita Srivastava

For upgradation etc. of library → Dr Sumita Tiwary and Prof. Karita Divish

For Expenditure (~~lang~~ budget) → Prof. Bimal Mohz and Mr. Arindam Basu.

It is also discussed in the meeting to establish language lab, installation of solar power etc.

M/S  
10/10/2020  
Sunanda  
10.10.2020

Pus  
10/10/2020

Dr.  
10/10/2020

~~Dr.~~  
10/10/2020

Dr.  
10/10/2020

Tanuja  
10/10/2020

Hemant  
10.10.2020

10.10.2020

Dr.  
10/10/2020

Dr.  
10.10.2020

09/12/2020

A meeting of IBAC was held today in the Principals chamber in the chairmanship of Dr. Sharmila Rani at 11:30 AM.

The following members were present in the meeting: -

1. Dr. Sharmila Rani (Principal) *Sharmila* 9/12/2020
2. Dr. Reeta Sharma (Prof. in-charge) *Reeta* 9/12/20
3. Dr. Sunanda Kumari (Bursar) *Sunanda* 09.12.20
4. Dr. Nilu Kumari (IBAC Co-ordinator) - *Nilu* 09/12/2020
5. Dr. Sarita Srivastava *Sarita* ✓
6. Dr. Sumita Tiwary - *Sumita* 09/12/2020
7. Dr. Tanuja Kumari - *Tanuja* 09/12/2020
8. Dr. Meena Kumari - *Meena* 09/12/20
9. Dr. Sumita Hembrom - *Sumita* 09/12/2020
10. Prof. Kavita Dhishe - *Kavita* 9.12.2020
11. Prof. Shobha Sarita - *Shobha* 9.12.2020
12. Prof. Indu Lalima - *Indu*
13. Prof. Bimal Minz - *Bimal* 9/12/2020

## Agenda: —

1. Start-up — team introduction with teachers
2. Uploading of AQAR for academic session 2017-18.
3. Other matters.
  - 1) Induction Meeting (for first semester)
  - 4) PF of Teachers

## Proceedings: —

1. Introduction of start-up (Incubation centre) at college campus.

Student :- Simran Singh (M.Com Sem-2) CEO of start-up introduce her team with the committee.

Nandani Kumari give details of start-up and elaborate the work of team.

Shikha Singh state that what the problems face by the start-up and how they handle it.

she introduce the work started by the team

- 1) Vermicompost — by using college waste.
- 2) Cleanliness drive.

another team member - Poonam give details of social impact of start-up —

- 1) Eco-friendly environment
- 2) To promote Women empowerment
- 3) Getting new ideas from students
- 4) To Create healthy environment.

Sponsor Mr. Shantanu Bamerjee Director of Digital Raasta also present in the meeting.

- Principal Dr. Sharmila Rani said that this start-up also introduced with first semester students in the induction meet organized by the college.

All members agree with the start-up.

2. AQAR for the session 2017-18 -

matter related with Criterion II 2.5 discussed and suggestion given by the committee members.

3. Other matters :-

i) Induction Meet.

1) Introducing Yourself (teachers) with subject details.

- Introducing new add-on course like English language for skill development.

2) Participate with current syllabus and routine in covid-era.

3) Providing the list of core - subject Books ~~to~~<sup>to</sup> the students

4) All HOD's have to provide name of Mentor of Subject concerned -

Counselling / Problem discussion / Interest / students wish - what to be? Personal goal.

5) Enumerate the importance of Subject concern so, that students can develop more interest in study materials.

Only two platforms online used for teaching Google Classroom and Edmodo.

ii) - P.F. → Meeting with SBI Personnel for P.F. on next Monday i.e. on 14/12/2020

— meeting with Post office personnel for P.F. after meeting with the SBI personnel on same day.  
Vote of thanks given by Prof. Bignal Minz.

*Sham Lal*  
9/12/2020  
Principal

*H/S*  
09/12/2020

*Phu*  
9/12/2020

*S.C.*  
09/12/20

~~*mita*~~  
09/12/2020

*Arbin*  
09/12/2020

*Sumit*  
09/12/2020

*Janya*  
09/12/2020

*Shy*  
9.12.2020

*Wiz*  
09/12/2020

*S.H.N.*  
09/12/20

*W.S.*  
9/12/20

## Action taken Report (ATR)

The ATR prepared by the IQAC as suggested by IQAC coordinator and Principal on

Agenda	Outcome
1. Start-up team introduction with teachers.	No- Action required.
2. Uploading of ABAR for Academic Session 2017-18	Meeting with all the criterion heads and the ABAR submission task began in the month of March 2021.
3. Induction Meet.	No- Action required.
4. P.F. of teachers	No. Action required.

HIS  
10/12/20

IQAC-co-ordinator

Shamara  
10/12/20

Principal