

Date 05.05.2020

A meeting of IQAC was held today under the chairmanship of Dr. Sharmila Rani^o Principal-cum-chairman at 12.00 Noon.

The following members were present in the meeting

- Dr. Sharmila Rani - Principal - *Sharmila* 5/5/2020
- Dr. Swapna Kundu - *S.K. Kundu* 5/5/2020
- Dr. Reeta Kumari Sharma - *Reeta* 5/5/2020
- Dr. Nilu Kumari - *Nilu* 5/5/2020
- Dr. Sunanda Kumari^o - *Sunanda* 5/5/2020
- Dr. Sumita Tiwary - *Sumita* 5/5/2020
- Dr. Tanuja Kumari - *Tanuja* 5/5/2020
- Dr. Sunita Hembrom - *Hembrom* 5/5/2020
- Prof. Indulalima - *Indulalima* 5.5.2020
- Prof. Shobha Sarita - *Shobha* 5/5/2020
- Prof. Kavita Dhirhe - *Kavita* 5/5/2020
- Prof. Bimal Minz - *Bimal* 5/5/2020

Proceedings:—

- For fillingup of AQAR (2016-17)
 - name of IQAC Co-ordinator - Dr. Seema Sinha
- Contribution of IQAC fund for the development - contact with Dr. Sangita Gupta.
- Various task given to following teachers for Criterion - I — Dr. Sunita Hembrom
 - II Prof. Indulalima
 - Prof. Shobha Sarita

→

for criterion - III — } Dr. Tamiya Kumari
& criterion IV }

for criterion V — Dr. Neelu Kumari & Prof. Kavita Dhirhe

for criterion VI — Dr. Sunanda & Dr. Sumita

for criterion VII — Dr. Swapna Kundu + Dr. Reeta Sharma
& Prof. Bimal Minz

Report should be submitted by All the members in a week.

Shamla
5/5/2020

Principal

Ami
5/5/2020

~~Ami~~
5/5/2020

Pu
05/05/2020

Sunanda
05.5.2020

Sumit
5/5/2020

HI
5/5/2020

S.R. dn
5/5/2020

Hendun
5/5/2020

J.P. Singh
5.5.2020

Wast
05/05/2020

14/05/2020

A meeting of IQAC was held today in the chairmanship of Principal Dr. Sharmila Rani at 12 o'clock in principal's chamber:-

The following members were present in the meeting:-

1. Dr. Sharmila Rani (Principal)
2. Dr. Swapna Kundu
3. Dr. Reeta Kumari Sharma
4. Dr. Sunanda Kumari
5. Dr. Nilu Kumari
6. Dr. Sakita Shrivastava
7. Dr. Sumita Tiwary
8. Dr. Taruja Kumari
9. Dr. Sunita Hembrom
10. Dr. Mina Kumari
11. Dr. Kavita Dhirhe
12. Prof. Shobha Sarita
13. Prof. Bimal Minz
14. Prof. Indu Lalima

S. Chandra
14.5.2020
14/5/2020

S. Chandra
14/5/2020
14.05.2020

14/5/2020
14/5/2020

14/5/2020

14/5/2020

14.5.2020

Agenda:-

1. Formation of Grievance Redressal Cell ✓
2. Formation of Building Committee. ✓
3. Reconstitution of Different Committees in the College.
4. Submission of Report prepared by members regarding AQAR. ✓
5. Appointment of library incharge. ✓
6. For the well ventilation of library room.

Proceedings:-

Members submitted different criterion assigned to them (previously). →

- Dr. Sumita Tiwari submitted her progress report on criterion VI.

Constitution of Grievance Redressal Cell. —

Principal — Dr. Sharmila Rani

1. Dr. Sunanda Kumari — ~~Sumita~~
2. Dr. Sarita Srivastava —
3. Dr. Sumita Tiwari — ~~Sumita~~
4. Dr. Nilu Kumari — ~~HS~~
5. Prof. Bimal Mishra — ~~Sumita~~
6. Dr. Nasreen Qaiser — ~~Sumita~~

① Constitution of Building Committee — As per the guideline of the UGC 2007-12 building committee reconstituted in the college because the building committee constituted by ref. no. (letter no.) SSL/Gen./35/19 dated: — 01/02/2019. Principal of the college transferred to Ranchi University and many members of that committee like, Dr. Seema Sinha, Dr. Debjyoti Biswas etc. transferred to University. So, the committee is reconstituted with having following members

- 1) Principal — Dr. Sharmila Rani
- 2) A Representative of University official
- 3) A Representative from PWD / Zilla Parishad / Corporation (not below the rank of Assistant Engineer)
- 4) Two Representative from Teachers of the College: —
 - Dr. Sarita Shrivastava
 - Dr. Sumita Hembrom
- 5) One Representative from Non-teaching Staff — Hari Narayan
- 6) One Representative from the user-teaching department — Prof. Bimal Mishra

- a) representative is from Administration
 --- Dr. Reeta Kumari Sharma
- b) from Account Division - Mr. Arvindam Basu
- c) Architect engage by the college (Architect should be registered with the Council of Architecture)
 --- Mr. Arun Kumar (The Creator, Ranchi)

Reconstitution of different Committees

- 1) Cultural Committee:-
- 1) Dr. Reeta Kumari Sharma - Convener
 - 2) Dr. Sumita Tiwary - Secretary
 - 3) Dr. Sujata Singh
 - 4) Sujata Mishra
 - 5) Vinoti Ojha
 - 6) Nutan
 - 7) Joyashri Kando
 - 8) S/o - Gen. Section

- 2) Science Society :-
- 1) Dr. Sarita Shrivastava
 - 2) Mrs. Kaberi Mitra *K. Mishra*
 - 3) " Krishna Mitra *K. Mishra*
 - 4) " Meera Sinha *04.06.20*
 - 5) " Rashmi Richa
 - 6) " Anita Chakraborty
 - 7) " Baisali Sengupta *Sengupta*
 - 8) S/o - Gen. Section

- 3) Sports Committee
- 1) Dr. Sumita Tiwary - *Sumit 06/04/2020*
 - 2) Dr. Mina Kumari - *11-11-2020*
 - 3) Prof. Kavita Dhirhe *11/11/20*
 - 4) " Bimal Minz
 - 5) Barkha Rani *Barkha Rani 11/11/20*
 - 6) Laxmi Murmu *Laxmi 11/11/20*
 - 7) Dhiraj Mishra *Dhiraj 11/11/20*
 - 8) S/o - Gen. Section.

- 4) Green Audit Committee :-
- 1) Dr. Tanuja Kumari - Jan 16/20
 - 2) Meera Sinha - Jan 16/20
 - 3) Dr. Sunita Hembrom - Jan 16/20
 - 4) Anita Chakravarty - Jan 16/20
 - 5) Kalyani Kumari
 - 6) Pratima Mishra
 - 7) Dr. Mina Kumari
 - 8) Gen. Sec. S/O

- 5) Research Committee :-
- 1) Dr. Reeta Kumari Sharma - S/O
 - 2) Dr. Tanuja Kumari - Jan 16/20
 - 3) Dr. Nilu Kumari - HJ
 - 4) Dr. Sunanda Kumari - S/O
 - 5) S/O - Gen. Section

- 6) Women's Cell :-
- 1) Dr. Tanuja Kumari - Jan 16/20
 - 2) Dr. Nilu Kumari - HJ
 - 3) Dr. Kavita Dhirhe - Jan 16/20
 - 4) Dr. Mina Kumari - Jan 16/20
 - 5) Dr. Shobha Sarita - Jan 16/20
 - 6) Prof. Manmeet Kaur - Manmeet Kaur 4/6/2020
 - 7) S/O Gen. Section

- 7) Library Advisory Committee :-
- 1) Prof. Indu Lalima - Jan 16/20
 - 2) " Vinoti Ojha
 - 3) " Kavita Dhirhe - Jan 16/20
 - 4) " Bimal Minz
 - 5) Dr. Sarita Shrivastava
 - 6) S/O - Gen. Section

- 8) Placement & Career Committee
- 1) Dr. Tanuja Kumari - Jan 16/20
 - 2) Prof. Bimal Minz
 - 3) " Mita Malkhandi - Mita Malkhandi 04/6/2020
 - 4) " Sujata Mishra
 - 5) " Barkha Rani - Barkha Rani 4/6/2020
 - 6) " Laxmi Murmu - Laxmi 4/6/2020
 - 7) S/O - Gen. Section.

- 9) Anti Ragging Cell:-
- 1) Dr. Reeta Kumari sharma
 - 2) Dr. Sarita Shrivastava
 - 3) Prof. Bimal Minz
 - 4) " Meera Sinha
 - 5) " Kaveri Mitra
 - 6) " Manjesh Singh
 - 7) S/o - Gen. Section

- 10) Counselling Cell :-
- 1) Dr. Nilu Kumari
 - 2) Dr. Sudhinta Sinha (Expert)
 - 3) Kamchan Mishra
 - ~~4) Dr. Meera Kumari~~
 - 5) S/o - Gen. Section

- 11) Press Committee (RTI)
- 1) Dr. Tanuja Kumari
 - 2) Prof. Kavita Dhirhe
 - 3) " Bimal Minz
 - 4) " Shobha Sarita
 - 5) Dr. Mima Kumari
 - 6) Dr. Sumita Hembrom
 - 7) S/o Gen. Section

- 12) Admission Committee:-
- 1) Dr. Kavita Dhirhe
 - 2) Prof. Bimal Minz
 - 3) " Indu Lalima
 - 4) " Rashmi Riche
 - 5) Dr. Preeti Kumari
 - 6) " Baisali Sengupta
 - 7) S/o - Gen. Section

- 13) Hostel Committee:-
- 1) Dr. Reeta Kumari Sharma
 - 2) Dr. Sunanda Kumari
 - 3) Dr. Sumita Hembrom
 - 4) Prof. Shobha Sarita
 - 5) " Kalyani Kumari
 - 6) " Sujata Mishra
 - 7) " Pratima Mishra
 - 8) S/o Gen. Section

14) Audit (Academic Finance)

- 1) Dr. Suranda Kumari
- 2) Bimal Minz
- 3) Dr. Sarita Shrivastava
- 4) Arindam Basu
- 5) Uona Shankar Paswan
- 6) S/o - Gen. Section

15) Seminars/Conference :- 1) Dr. Reeta Kumari Sharma

- 2) Dr. Tanuja Kumari
- 3) Dr. Sumita Hombrom
- 4) " Kavita Dhirke
- 5) " Bimal Minz
- 6) S/o - Gen. Section

16) Tender/Purchase Committee :- 1) Dr. Swabna Kundu

- 2) Dr. Reeta Kumari Sharma
- 3) Dr. Suranda Kumari
- 4) Prof. Bimal Minz
- 5) Prof. Shobha Sarita
- 6) Mrs. Meena Kumari
- 7) Mr. Arindam Basu
- 8) S/o - Gen. Section

17) Auction Committee :-

- 1) Dr. Swabna Kundu
- 2) Dr. Reeta Kumari Sharma
- 3) Dr. Sarita Shrivastava
- 4) Dr. Uona Kumari
- 5) S/o - Gen. Section

18) Standing Committee :-

- 1) Dr. Reeta Kumari
- 2) Prof. Bimal Minz
- 3) Dr. Reeta Kumari Sharma
- 4) Dr. Tanuja Kumari
- 5) Dr. Uona Kumari
- 5) Dr. Sumita Hombrom

Action Taken Report


04/06/2020

The action taken report by the Internal Quality Assurance Cell (IQAC) as suggested by the IQAC Coordinator and other administrators (Principal) suggestions were implemented and appropriate action were taken as recommended in the meetings held on 14/05/2020.

Agenda	Achievements/Outcomes
1. Formation of Grievance Redressal Cell.	Grievance Redressal Cell has been formed.
2. Formation of Building Committee	Building committee has been constituted.
3. Reconstitution of different Committees in the College	All the Committees of the college has been reconstituted.
4. Submission of Report Prepared by members regarding AQAR.	All the members submitted their report to IQAC criterion wise.
5. Appointment of Library Incharge	Library Incharge has been appointed and appointment letter issued to her.
6. For the well ventilation of Library room.	It was ordered and work is in progress.

H11
04/06/2020

(IQAC - Co-ordinator)


4/06/20

(Principal)