24/02/2020

IQAC meeting has been held on 07/11/2019 in the Principal Office. The following members were present in the meeting.

1. **Chairperson –** Dr. (Smt.) Pratiksha Mairal, Principal
2. **Teachers to represent all level** – Dr. R.K.Banarjee, Asstt. Professor, (Sociology)

Dr. Vishnu Verma, Asst. Professor, (Commerce)

Shri J.N.Kurrey, Asstt. Professor, (Commerce)

Shri L.P.Miri, Asstt. Professor, (Hindi)

Smt. Vandana Rathore, Asstt. Professor, (Chemistry)

Smt. Seema Jayasi, Asstt. Professor, (English)

Ms. Meena Kachhawaha, Librarian

Shri Abdul Nawab Khan, Sports Officer

1. **Senior Administrative Officer**- CMO, Municipal Corporation, Akaltara

Principal, Govt. Girls Higher Secondary School, Akaltara

1. **Nominee from** - **Society** - Shri Vijay Sahu

 **Students**- Chandan Markam, B.A. Part II

 **Alumni** - Shri M.L.Kurrey

1. **Nominee from Employers** - Branch Manager, Axis Bank, Akaltara
2. **Coordinator of IQAC** - Shri Upendra Kumar Verma, Asstt. Professor, (Physics)

**Minutes of the meeting -**

1. Before annual examination the college should conduct internal examination in the same pattern as conducted by the University.
2. The college should conduct career counseling program for UG and PG final students.
3. The college should organize in-service training program for the official staff.
4. Students should be encouraged for Summer Internship, Online/Offline Short Term Course, Crash Course, Competitive Exams etc. and some counseling session should be conducted for the same.

**Actions Taken –**

1. A committee in college level is setup to assess possibilities and difficulties regarding implementation of internal exam in the same pattern as conducted by the University.
2. The college has been organizing career counseling programs every year for the students of UG and PG final.
3. IQAC Coordinator has been advised to prepare work plan for In-service training program for official staff.

Proposal has been sent to the government for fencing of the college campus.

1. All the departments are advised to interact with students and encourage them to participate in Summer Internship, Online/Offline Short Term Courses, Crash Courses, Competitive Exams etc.