02/07/2020

IQAC meeting has been held on 07/11/2019 through online. 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**- Principal, Govt. Girls Higher Secondary School, Akaltara
2. **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. The college should conduct co-curricular activities for the students as maximum as possible.
2. The college should take special care to those students who belong to BPL category and try to solve the problems they face regarding study.
3. Proposal for PG classes in English Literature.
4. Students should be encouraged for online classes.
5. There should be separate laboratory for the PG students in the chemistry department.
6. All the activities conducted by the IQAC in the college should be documented systematically.
7. Students should be provided a plate form to improve their speaking skill.
8. The college should give more effort to have better grading in forth coming NAAC grading 2021-22.
9. There should be inclusion of student representative in different committee set up by the college for its functioning.
10. All the activities conducted by the different departments of the college should be uploaded in the college web site and for which the activity organizing group should take the initiatives.

**Actions Taken –**

The committee will meet to discuss and finalize the actions to be taken about the minutes of the meeting after completion of lock down due to COVID-19.