

First Meeting of Internal Quality Assurance cell (IQAC)

Work schedule

1. The purpose and vision of the organization should be determined.
2. IQAC cell should be formed to promote academic research and quality among teachers and student trainees.
3. Plan should be made for the activities of NSS.

Minutes of the first meeting of IQAC

The first meeting of IQAC was held on Friday December 6, 2019 at 11:30 am in the Principal's office under the chairmanship of Dr. Anand moy. in which the following members were Present -

Sl.No.	Name	Designation	Signature.
1.	Dr. Anand moy	President	Anand moy
2.	Dr. Shalini Khowala	Coordinator	Shalini
3.	Sri Jorawar Singh Salluja	Management Member	Jorawar Singh
4.	Mr. Santosh Kr. Choudhary	Member	Santosh
5.	Mr. Rajendra Prasad	"	Rajendra Prasad 06/12/19
6.	Sudhanshu Shekhar Jamarajor	"	Sudhanshu Shekhar 6/12/19
7.	Mrs. Hardeep Kaur	Senior Administ. Member	Hardeep 6/12/19
8.	Uma Kant Tiwari	Alumni Nominee	Umakant

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Dr. Manish Kr. Pathak

Alumni Nominee

The meeting began with a welcome note by IQAC co-ordinator Dr. Shalini Khawala. This was followed by his presentation on objectives which included the objectives, activities and functions of IQAC. The IQAC co-ordinator proposed to hold its meeting twice in an academic year.

Chairman Dr. Anand may requested all the members to keep an open mind on academics.

Discussion & Resolution:-

AGENDA-1 The Purpose and vision of the Organization should be determined.

— In this regard, Principal Dr. Anand may said that advice should be given to all faculty members as well as trainees and for this experts should be called for teaching-Learning process.

— Coordinator Dr. Shalini Khawala said that hard work is necessary for the development of the institution. Along with this concrete steps should be taken in all directions to establish quality. For this the institute should formulate proper Objectives and vision.

AGENDA-2 IQAC cell should be formed to promote academic research and quality among teachers and student trainees.

— Senior Administrative Member Smt Hardeep Kaur to develop academic research and quality in

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teacher and trainee students; with the permission of the chairman the feedback of the previous students should be collected as well as IQAC cell should be formed under this process.

- Member Sudhanshu shekhar jamaiyar said that seminars and workshops should be organized from time-to-time to increase the academic research and quality of teachers and trainee students.

AGENDA-3 - Plan should be made for the activities of NSS.

- Following the suggestion of all the members of the committee the chairman decided to organize cleanliness campaign, Blood donation camp, Tree plantation and cleanliness fortnight program in the near future.

IQAC Coordinator Dr. Shalini Khawala informed about the date of the next meeting which was unanimously decided in the first week of January 2020. With this the meeting ended with a formal vote of thanks.

Submitted by : Dr. Shalini Khawala *Shalini*

Approved by : Dr. Anand moy

Anand Moy
Principal
Scholar B. Ed. College
Giridih