

ADITYA NARAYAN COLLEGE, DUMKA

Minutes of IQAC Meeting 2018-19

Meeting:- 1st

Date: - 12.07.2018

Day: - Thursday

Time: - 2:00 PM

Venue: - Principal Chamber

Agenda:-

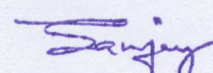
1. AQAR 2017-18 timely submission.
2. Plans of Institution for the current academic year 2018-19.
3. Admission 2018-19.
4. Website Maintenance.

Member Present:-

1. Dr. Sanjay Kr. Singh.
2. Dr. Md. Rabiul Islam.
3. Dr. Anil Kr. Singh.
4. Dr. Amarkant Poddar.
5. Dr. Champaklata Kumari
6. Mr. Dinesh Kumar Dutta.
7. Mr. Mritunjay Singh
8. Md. Haider Ali.
9. Mr. Sudarshan sah.
10. Rebeka Khatun.
11. Sahina Khatun.

Minutes:

1. **AQAR 2017-18:-** Timely submission of AQAR for the academic year 2017-18 was done.
2. **Plans of institution for the current academic year 2018-19:-**
Based on first years work and consequent learning, tentative plans drawn earlier were discussed threadbare. Session on service conditions for teaching and non-teaching staff were to be organized.
3. **Admission 2018-19 :-**
Information capture during admission process and the feedback given by the committee members was shared by the chairperson. Modalities of maintaining data for easy access, retrieval and subsequent analysis were discussed.
4. **Website :-**
The website committee is working to revamp/Expand the based band width to hold information for positing all upcoming events of the college, documenting and uploading of video content to reflect the work of the institution for transparent dissemination of information about college to allow prospective students & their parent's guardians to informed choices. It also hosts information for students currently pursuing education in the institution. A special page for hosting NAAC/IQAC related information along with minutes of the meeting and AQAR was opened in the previous academic year.



ADITYA NARAYAN COLLEGE, DUMKA

Minutes of IQAC Meeting 2018-19

Meeting: - 2nd

Date: 05.10.2018

Day: Friday

Time: 3:00 PM

Venue: Principal Chamber

Agenda:-

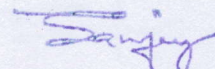
1. Previous Meeting.
2. Report the Committee on meeting with Principal.
3. Report writing Process.
4. Future Plans.

Member Present:

1. Dr. Sanjay Kr. Singh
2. Dr. Md. Rabiul Islam.
3. Prof. Om Prakash Verma.
4. Dr. Ejaz Ahmad.
5. Dr. Anil Kr. Singh.
6. Dr. Pradip Kr. Gorain.
7. Dr. Amarkant Poddar.
8. Dr. Champaklata Kumari.
9. Mr. Mritunjay Singh.
10. Mr. Sudarshan sah.
11. Rebeka Khatun.

Minutes:

1. Minutes of Previous meeting were confirmed.
2. Committee was updated about the meeting of the head of the college with departments. He met each department as a group to ascertain the choice of societies in which teachers have need interest for the next academic year and also the concerns of IQAC as discussed amongst members.
3. Distribution of work within the IQAC team for report writing was done.
4. Deadlines for individual work, collective review of all sections and future plans was set.
5. Hard drive requested by department was accepted by chair person.
6. Chair person shared the increase in number of computers added to facilitate work of the college.
7. To develop bonding and warm relationship between staff, the idea of annual picnic for a day was mooted. Similarly during the institutional hosting of luncheon on special days, it was proposed that all staff may have it together. Annual workshop on team work, communication, value building and mental health are also planned. Names of potential resource person suggested.



Prof. In charge

ADITYA NARAYAN COLLEGE, DUMKA

Minutes of IQAC Meeting 2018-19

Meeting: - 3rd

Date: 25.01.2019

Date: Friday

Time: 3:00 PM

Venue: Principal Chamber

Agenda:-

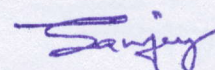
1. Previous Meeting.
2. Construction of Additional classroom/Practical Room .
3. Construction of Additional Girls and boys toilet.
4. Other.

Member Present:-

1. Dr. Sanjay Kumar Singh.
2. Dr. Md. Rabiul Islam.
3. Prof. Om Prakash Verma.
4. Dr. Anil Kumar Singh .
5. Dr. Ejaz Ahmed.
6. D. Amarkant Poddar.
7. Dr. Champaklata Kumari.
8. Mr. Dinesh Dutta.
9. Mr. Mritunjay Singh.
10. Md. Haider Ali.
11. Mr. Sudarshan Sah.
12. Rebeke Khatun.

Minutes:-

1. Minutes of Previous meeting were confirmed.
2. For the construction of Additional classroom/Practical room from RUSA fund a committee has to be formed.
3. Building construction committee of experienced teachers should be formed after the discussion among all the teachers and Non- teaching staff. This committee will be formed within a week.
4. One more committee has to be formed for the construction of additional Girls and Boys toilet. It is unanimously decided that this committee should be formed within a week.
5. Principal also requested the IQAC committee to insure that both the construction work is completed properly.
6. A special seminar should be organized on the occasion of International Women's day. Dr. Champaklata Madam was given the responsibility to organize this seminar.



Prof.-In-charge

ADITYA NARAYAN COLLEGE, DUMKA

Minutes of IQAC Meeting 2018-19

Meeting: - 4th

Date: 28.03.2019

Date: Thursday

Time: 3:00 PM

Venue: Principal Chamber

Agenda:-

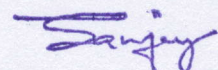
1. Discussion about Previous Meeting.
2. Departmental Seminar.
3. Student Feedback

Member Present:-

1. Dr. Sanjay Kumar Singh.
2. Md. Rabiul Islam.
3. Dr. Anil Kr. Singh.
4. Dr. Ejaz Ahmad.
5. Dr. Pradip Kr. Gorain.
6. Dr. Amarkant Poddar.
7. Dr. Champaklata Kumari.
8. Mr. Mritunjay Singh.
9. Mr. Haider Ali.
10. Mr. Sudarshan Sah.
11. Rebeka Khatun.

Minutes:-

1. Minutes of Previous meeting are confirmed.
2. With the permission of chair, decided to conduct Departmental Seminars of all Department/FDP for the faculty and students of out college.
3. The existing student feedback system was discussed and changes in the form were suggested by the team.
4. Following parameters were to be included in the feedback form-
 - (i) Regularity of lectures, tutorials, Practicals
 - (ii) Use of teaching aids such as projectors computers.
 - (iii) Completion of courses.
 - (iv) Encouragement of questioning and queries in classrooms.
 - (v) Completions of course in stipulated time



Prof.-In-charge

A. N. College

ADITYA NARAYAN COLLEGE, DUMKA

Minutes of IQAC Meeting 2018-19

Meeting: - 5th

Date: 12.04.2019

Date: Friday

Time: 3:00 PM

Venue: Principal Chamber

Agenda:-

1. Previous Meeting.
2. Departmental Seminar.
3. Student Feedback

Member Present:-

1. Dr. Sanjay Kr. Singh.
2. Dr. Md. Rabiul Islam.
3. Prof. Om Prakash Verma.
4. Dr. Anil Kumar Singh.
5. Dr. Ejaz Ahmad.
6. Dr. Pradip Kr. Gorain.
7. Dr. Amarkant Poddar.
8. Mr. Mritunjay Singh.
9. Md. Haider Ali.
10. Mr. Sudarshan Sah.
11. Rebeka Khautn.

Minutes:-

1. Minutes of previous meeting were confirmed.
2. On the occasion of planted and environment should be kept clean. NSS Programme officer will take this responsibility.
3. We all need to be environmentally conscious. Society needs to be made environmentally conscious.
4. The college campus needs to clean. So we have to clean the college campus by the help of Nss volunteers.
5. We all took an oath to protect the environments.
6. Principal thanked and announced the end of the meeting.

ADITYA NARAYAN COLLEGE, DUMKA

Minutes of IQAC Meeting 2018-19

Meeting: - 6th

Date: 10.05.2019

Date: Friday

Time: 3:00 PM

Venue: Principal Chamber

Agenda:-

1. Previous meeting.
2. Construction progress.
3. Other.

Member Present :-

1. Dr. Sanjay Kumar Singh.
2. Dr. Md. Rabiul Islam.
3. Prof. Om Prakash Verma.
4. Dr. Anil Kumar Singh.
5. Dr. Ejaz Ahmad.
6. Dr. Pradip Kumar Gorain.
7. Dr. Amarkant Poddar.
8. Dr. Champaklata Kumari.
9. Mr. Mritunjay Singh.
10. Mr. Sudarshan Sah.
11. Rebeka Khatun.

Minutes :-

1. Minutes of Previous meeting were confirmed.
2. Asking the RUSA committee for a report on how the new building is progressing.
3. Form the RUSA fund, computer, laptop Smart Board , New equipment etc. are purchased. The report has to be submitted by the RUSA purchasing committee.
4. The report can be submitted timely so the RUSA committee will be instructed to remain vigilant.
5. All teachers will be asked to develop research activities .
6. ST/SC and economically poor students need to take extra remedial classes. And in order to accomplish this task, HoD of all subjects will be instructed.