SARIYA COLLEGE, SURIYA   Estd. : 1984

Internal Quality Assurance Cell (I.Q.A.C.) Estd. : 2017

(Permanent Affiliated to V.B.U Hazaribag)

Reg. U/S 2(f) & 12(B) of U.G.C. Act, 1956, New Delhi

Reg. Under Socities Registration Act 21, 1860

E-mail ID : sariyacollege1984@gmail.com, Visit Us - www.Sariyacollege.ac.in

<u>**Meeting No. 20**</u>   **(Monday) 21-03-2022**

Date: 21st March, 2022   **Time : 11:00 A.M.**   **Place- Principal Chamber**

I.Q.A.C. Organised a meeting on 21st March 2022 (Monday), the meeting was convened by the Chairman of IQAC in which following members gathered to discuss on the agenda and take decisions. This meeting was presided by Principal-Cum-Chairman of I.Q.A.C.

Chairman
I.Q.A.C.
Sariya College, Suriya

The Following members were present as under:-

1. Sri. Rajesh Kumar Jain,
   (Member from Management)
2. Sri. Pankaj Kumar Agarwal,
   (Industrialist Member)
3. Sri. Sourabh Agarwal,
   C.A. (Alumni Member)
4. Sri Arun Kumar (Dept. of Eco.)
   (Teacher Member)
5. Sri Arun Kumar (Dept. of Pol. Sc.)
   (Teacher Member)
6. Sri Pramod Kumar
   (Teacher Member)
7. Sri Baijnath Mistry
   Non-teaching member
8. Mr. Vikash kumar,
   B.Com. Sem.-V, 2019-22, Student member
9. Sri Rabindra Kumar Mishra,
   Co-Ordinator, I.Q.A.C.

21/03/22

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Agenda

1. Confirmation of last meeting,

2. Construction of Hostel through Hon'le M.P. (Koderma)

3. Computer literacy, ICT enabled class, communication skill program.

4. Continuous learning,

5. Alumni meeting & Contribution.

6. Professional development program for teachers & training program for non- teaching staffs.

7. Start Add on Course/Value Added Course/Certificate Course,

8. Introducing N.C.C.,

9. Remedial Coaching, Competitive Coaching, career counseling, student grievances.

10. Intellectual Property Rights

11. Memorandum of Understanding (M.O.U.)

12. Others.

Discussion and Future Plan:-

Agenda no. 1 - The Co-ordinator welcomed all members and read the proceeding of last meeting. It was satisfied and confirmed by all members.

Agenda no. 2 - Regarding construction of hostel through Hon'ble M.P. , Koderma, it was discussed and decided to organise a meeting with the Personal Assistant (P.A.) to M.P. (Koderma) and discuss with her to come to our college. Our college family will felicitate her and then we will put the demand for construction of hostel.

Agenda no. 3 - Regarding computer literacy, ICT-enabled class and communication skills, it was discussed and finalized to encourage all teachers to know the minimum operations like-how to operate computer, preparing PPT, delivering lesions through PPT etc. As our fund permits, we should increase the number of ICT-enabled classes. We have to purchase 03 projectors and we have to renew the software of language laboratory each teacher will prepare at least 50 e-content like PPT, YouTube video etc before June 2022.

Agenda no. 4 - Regarding continuous learning, it was discussed among all teachers to utilize the library, read text-books, reference books, journals and newspapers etc to update with changes, innovation, research around us. Being a continuous learner, a teacher can teach the students more effectively.

Agenda no. 5 - Regarding Alumni meeting and contribution, it was discussed that just before Holi, a meeting was called on behalf of Alumni Cell. The members of Alumni Association discussed on how to register the association through Society/Trust registration office, Ranchi as early as possible and how to re-open a bank account in the name of Alumni Association. It was discussed to motivate Alumni members to organise some activities like- helping poor students of current session, organizing career counseling for them, increasing contribution and spreading membership. etc.

Agenda no. 6 - Regarding professional development programme for teachers and non-teaching staffs, it was discussed that a computer expert who supplied software to our college is going to orient our teachers and non-teaching staffs about different modules of erpsariyacollege.ac.in website.

Agenda no. 7 -Regarding starting the Add-on course/value added course/certificate course, it was discussed that D.C.A. may be introduced as a diploma course. Concerned teachers is re-authorized to pursue the work in this regard.

Agenda no. 8 -Regarding introducing N.C.C., it was discussed that Mr. Ashish Kumar Singh, Assistant Professor in Political Sc. will be allotted the work to contact N.C.C. office, Koderma and he is authorized to work for introducing N.C.C. in our college.

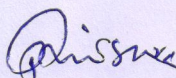29/03/22   ⟨3⟩

Agenda no. 9 - Regarding Remedial Coaching Competitive Coaching, career counseling and student grievances, it was discussed that all such cells should work more actively after the running of off-line classes in our college.
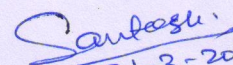
Agenda no. 10 - Regarding Intellectual Property Rights (IPR), it was discussed that our college is in touch with Sri Shailendra Singh, Examiner of Patents and designs (NIPAM officer), Indian Patent office New Delhi. He is agree to deliver a talk as a resource person in workshop on IPR that will be organized by the end of this month virtually.

Agenda no. 11 -Regarding M.O.U., it was discussed how to increase MOU with other institution and industries as quick as possible.

Sri Rajesh Kumar Jain and Sri Pankaj Kumar Agarwal are interested to adopt any two students of our college (one boy student and one girl student) the two students should be from poor family background and they must be deprived of any scholarship given by state govt. or central govt. they should be poor but meritorious. Both members of IQAC are ready to bear the cost of education of two students till the completion of graduation study

The programme was ended with vote of thanks. If any staff does not do the allotted work within prescribed time, then action will be taken in that situation. With these decisions, the meeting was ended.

21/03/2022
Coordinator
I.Q.A.C.

21-3-2022
Chairman
I.Q.A.C.