

# CHETHRU MAHTO JANTA COLLEGE

DONWARIHAT, P. O.: KHUTAUNA, MADHUBANI

## **INTERNAL QUALITY ASSURANCE CELL**

**MEETING NO - 02**



## NOTICE

Date: 05/01/2013

It is hereby informed to the member of the IQAC of the College that a meeting will be held on 10/01/2013 in the Principal's chamber at 2.00 pm to discuss the items of the agenda given below.

Therefore, all members are requested kindly to make it convenient to attend the meeting.



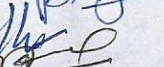
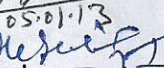
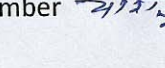

### Agenda:

1. Confirmation of the minutes of last meeting
2. Formation of committees for Anti Ragging and Grievance redressal cell
3. Upgradation of laboratories
4. Quality enhancement of education
5. Miscellaneous by permission of chair

### Members

- |                             |                    |
|-----------------------------|--------------------|
| 1. Dr. D. P. Singh          | Principal          |
| 2. Dr. Uttam Lal Thakur     | Dept. of English   |
| 3. Dr. J. B. Singh          | Dept. of History   |
| 4. Dr. Kamal Nath Jha       | Dept. of Sanskrit  |
| 5. Dr. Vinod Baitha         | Dept. of Economics |
| 6. Mr. Onkar Nath Sinha     | Head Assistant     |
| 7. Mr. Yogendra Kumar Singh | Local Community    |

### Signature

- |                 |   |
|-----------------|---|
| Chairperson     |  |
| Coordinator     |  |
| Member          |  |
| Member          |  |
| Member          |  |
| External-Member |  |

  
Coordinator

  
Chairperson



**Executive Meeting of Internal Quality Assurance Cell (IQAC) of College**

**Date: 10/01/2013**

**Venue: Principal's Chamber**

An Executive Meeting of Internal Quality Assurance Cell (IQAC) of the College was held today on 10/01/2013 from 2.00 PM in the Principal's chamber. The meeting was presided over by the Chairperson of the IQAC.

**AGENDA**

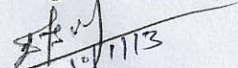
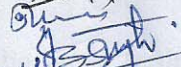


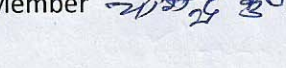

1. Confirmation of the minutes of last meeting
2. Formation of committees for Anti Ragging and Grievance Redressal Cell
3. Upgradation of laboratories
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**MEMBERS**

**Members**

- |                             |                    |
|-----------------------------|--------------------|
| 1. Dr. D. P. Singh          | Principal          |
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**Signature**

- |                 |   |
|-----------------|---|
| Chairperson     |  |
| Coordinator     |  |
| Member          |  |
| Member          |  |
| Member          |  |
| External-Member |  |

**ITEM No. 1**

The coordinator, IQAC, read out the agenda and the minutes of the last meeting held on 03.07.2012

The minutes were confirmed with some suggestions from the member and after ratification in item 4a and 4b passed with thumping majority.

**ITEM No. 2**

- A) The "Anti Ragging and Prevention of Sexual Harassment Cell" has to be formed compulsorily as per the guidelines of the Govt. of India, The Hon'ble Supreme Court, UGC to curb the menace of these illegal behavior and attitude. Hence it is unanimously decided that a committee/ cell in the name of "Anti Ragging and Prevention of Sexual Harassment cell" is being formed.



- B) It is also unanimously decided to form a "GRIEVANCE AND REDRESSAL CELL" to handle the grievances of students, Staffs and Faculties in general and Girl Students in particular and the members present nominated persons as the member of Grievance and redressal cell.

### ITEM No. 3

Members discussed to develop the Laboratories and following decisions has been taken unanimously:

- a) To make Charts & models for the students for teaching learning resources
- b) The old practical tables are not in good conditions – hence a replacement/repair is required at earliest.
- c) IQAC coordinator advised the concerned departments to place a requisition and make proper attention to it.

### ITEM No. 4

Chairperson, the Principal emphasized that NAAC advocates that every institution need to establish an Internal Quality Assurance Cell (IQAC) as quality sustenance measures and this should be more development oriented and there should also be on continuous improvements. Hence this IQAC will prove its worth. The IQAC coordinator assures on behalf of all members to make the IQAC complete meaningful and successful.

### ITEM No. 5

MISCELLANEOUS BY PERMISSION OF CHAIR,

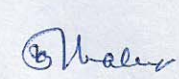
- a) IQAC coordinator suggested that for the enhancement of the green initiative in the college campus there should a functional Gardening & Green audit committee, on which members are in opinion to refresh the committee with enthusiastic person who serve in better way. Following persons are nominated as the members of :-

#### "Gardening & Green audit committee"

- i. NSS PROGRAM OFFICER
  - ii. Teachers of Dept. Of Botany
- b) Members suggested that there is a need to strengthen Parent -Teacher's coordination for the all round development of the students. Members appreciated the decision to do the formalities and necessary action in this regard in consultation with the IQAC coordinator.

The meetings ended with vote of thanks by the chair.

  
Chairperson

  
IQAC co-ordinator