

# I Q A C Meeting

Date:- 13/02/2020

Time:- 02:00 PM Onwards

Venue:- I Q A C Room

A meeting related to I Q A C works was held on 13/02/2020 at 02:00 pm in the I Q A C room. The following were the meeting agenda:-

1. Feedback of students and teachers
2. Maintenance of the college central library
3. Update of college website
4. Implementation of MIS in the different sections of the college
5. Biometric attendance and its expansion
6. Facilities for differently abled persons.

The following decisions were taken in the meeting:-

1. Format for feedback forms was developed.
2. It was decided that bar-coding of library books be completed at <sup>the</sup> earliest.
3. Updating of the library software 'AUTOLIB' was discussed.
4. The recent updates of the college website were reviewed.
5. It was decided that expansion of biometric attendance to all staffs must be done at the earliest.
6. It was decided that ramps be developed and wheel chairs be maintained for the differently abled persons.
7. The next I Q A C meeting was scheduled for the third week of March 2020.

Participants present in the meeting:

1. Dr. Rajesh Ranjan Pandey - IQAC Coordinator - R Pandey
2. Dr. Nidhi Tripathi - Member - Nidhi 13.02.2020 13.02.2020
3. Dr. Amitendu Ghosal - Member - Amitendu Ghosal 13.02.2020
4. Dr. Ajay Kr. Singh
5. Dr. Neeraj Kr. Kamal
6. Dr. Anant Kumar Sinha