

## **Minutes of Meeting No. :09**

Date: 03/01/2019      Time: 02:00 P.M.      Place: I.Q.A.C. Chamber (College Campus)

A Meeting on quality development of I.Q.A.C. of Sariya College, Suriya was held on 03/01/2019 convened by the coordinator in which all members gathered to discuss on the agenda and take suitable decisions. This meeting was presided by Chairman, I.Q.A.C., Prof. A. K. Maldahiyar and it was called by coordinator I.Q.A.C.

Sd.  
Chairperson  
I.Q.A.C.  
Sariya College

The following members were present as under:

1. Prof. A.K.Maldahiyar –Chairperson, I.Q.A.C. -cum-Prof. In-Charge, Sariya College, Suriya
2. Sri Rajesh Kumar Jain-Member from Management side
3. Sri Pankaj Agarwal-Member from Industrialist side
4. C.A. Sourav Agarwal-Member from Alumni side
5. Arun Kumar-Dept. of Economics- Member
6. Arun Kumar-Dept. of Pol. Sc.-Member
7. Rabindra Kumar Mishra-Dept. of English-Member
8. Satish Kumar Verma-Dept. of Pol. Sc-Member
9. Dr. Santosh Kumar Lal-Coordinator-I.Q.A.C.

Agendas:

1. Regarding confirmation of last meeting,
2. Regarding NAAC peer team visit,
3. Regarding updating cells activities,
4. Regarding updating departmental reports,
5. Regarding revision of syllabus of sem. I (2018-21),

6. Regarding discussion on question bank,
7. Others.

Discussion:

1. On agenda no. 1, I.Q.A.C. coordinator read the proceeding of last meeting. It was found that most of the decisions taken are implemented and some of them are in continuous process.
2. On agenda no. 2, all members were informed about NAAC peer team visit from 14/02/2019 to 15/02/2019.
3. On agenda no. 3, as a part of preparation for team visit, all cells should update their files. I.Q.A.C. coordinator suggested them to maintain the files by concerned nodal officers and members.
4. On agenda no. 4, Chairman and I.Q.A.C. coordinator advised all teachers to update departmental registers as a part of their routine work.
5. On agenda no. 5, it was discussed that university has declared the date of filling examination forms from 08<sup>th</sup> Feb. 2019. Again, we should prepare them for semester I external examination by revising the covered syllabus as far as possible.
6. On agenda no. 6, concerned teachers are suggested to discuss the probable question from each topic and each unit. Previous questions should be discussed among the students.
7. On agenda no. 7, all members discussed on beautification on college campus and arranging small committees for hospitality of NAAC Peer team.

At last vote of thanks was given and the meeting was over.

Dr. Santosh Kumar Lal  
Coordinator  
I.Q.A.C.

Atish Kumar Maldahiyar  
Chairperson  
I.Q.A.C.