



# 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 Societies Registration Act 21, 1860

NAAC accredited

ISO 9001 : 2015 Certified

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Ref. No. : .....

Meeting No. 25

Date : .....

Date: 01<sup>st</sup> July. 2023

Time : 11:00 A.M.

Place- Principal Chamber

I.Q.A.C. organised a meeting on 1<sup>st</sup> July 2023, the meeting was presided by the principal and convened by the Co-ordinator, IQAC. Following members gathered to discuss on following agenda and take the decision.

/  
Chairman  
IQAC

**The Following members were present as under:-**

1. Prof. (Dr.) M. K. Singh  
(Educationist member)
2. Sri Naushad Alam, S.D.P.O., Bagodar-Suriya as Administrative Member
3. Dr. Rajesh Kumar Singh, M.B.B.S., M.S. as member from Local Society
4. Sri. Rajesh Kumar Jain,  
(Member from Management)
5. Sri. Pankaj Kumar Agarwal,  
(Industrialist Member)
6. Sri. Sourabh Agarwal,  
C.A. (Alumni Member)
7. Sri Arun Kumar (Dept. of Eco.)  
(Teacher Member)
8. Sri Arun Kumar (Dept. of Political Sc.)  
(Teacher Member)
9. Sri Pramod Kumar ( Dept. of Hindi)  
(Teacher Member)
10. Sri Baijnath Mistry.  
(Non-teaching member)
11. Sri Rajiv Kumar Singh  
(Student member)
12. Sri Rabindra Kumar Mishra,  
Co-Ordinator, I.Q.A.C.

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## Agenda

1. Confirmation of last meeting.
2. Preparation of ATR of Last meeting.
3. Presenting Annual report of the college for academic year 2022-23
4. Review of progress of various cells and committees
5. Talk on cells which are not doing very good and need extra attention.
6. Talk on NEP-2020 on whom activities are to be held and documents are to be uploaded.
7. Mock- submission of SSR
8. Allotment of work of Criterion 7 of IQAC to another teacher.
9. Change in best practices no. II
10. Talk on writing SSR for IInd cycle.
11. Institutional initiative for electoral literacy.
12. Others.

## Discussion

**Agenda No. 01. Confirmation of last meeting-** The Co-ordinator, IQAC welcomed all members and read the proceeding of last meeting. It was confirmed by all members.

**Agenda No. 02. Preparation of ATR of Last meeting -** As previous meeting proceeding was discussed, accordingly, ATR will to be developed.

**Agenda No. 03. Presenting Annual report of the college for academic year 2022-23.-** On Annual report, works done by the college as milestone achieved by college have been discussed. Faculty achievement in different cells are analyzed, student achievement in terms of final result is stated in different subjects. Strength, weakness, opportunity and challenges (SWOC) analysis of the college is discussed.

**Agenda No. 04 . Review of various cells and committees-** On this point, various works done by various cells are analyzed. The review work of teacher's involvement with different cells and committees are done. Accordingly, the scope of improvement is discussed. Cell by cell and teacher by teacher analysis gives a clear picture of achievement.

**Agenda No. 05. Talk on cells which are not doing very well and need extra attention-** On this agenda, corresponding the previous agenda, it was discussed how to focus on some cells which are not doing very well. Concerned teachers are advised to take co-operation from other teachers, if needed. They should organise more activities among students.

*Signature*

*Signature*

**Agenda No. 06. Talk on NEP-2020 on whom activities are to be held and documents are to be uploaded.**- On this agenda it was discussed to follow the guidelines of UGC, directions of state govt. and letter issued by parental university. Different sections of NEP have been divided among all teachers. Till 12<sup>th</sup> of every month, all teachers have to submit report and data to be submitted to University. And as per the university letter, University has to send the data to govt. by 15<sup>th</sup> of every month. The criterion section allotted to Miss Lalita Yadav is to be carried out by Mr. R.K. Mishra.

**Agenda No. 07. Submission of Mock SSR-** On this agenda, it was discussed to compile the data. For this, Mr. Arun Kumar (Eco.) and Mr. Arun Kumar (Political Sc.) and Mr. Amarjeet Kr. Prasad (Computer operator) will co-operate the co-ordinator, IQAC to compile the data from previous AQAR and submit accordingly. Till 14<sup>th</sup> Aug. 2023, we have to submit it.

**Agenda No. 08. Allotment of work of criterion 07 of IQAC to another teacher:** -On agenda no. 08, it was discussed that criterion 07 was allotted to Dr. V. Sinha but she is going to get retired in the month of September 2023. Her allotted criteria is given to Mr. Pramod Kumar to continue documentation.

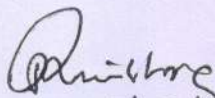
**Agenda No. 09. Change in Best Practices:** On this agenda, it was discussed that Prof. (Dr.) M.K. Singh, as an educationist member had suggested us to change our best practices in S.S.R. It was discussed to act accordingly.

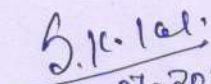
**Agenda No. 10. Regarding SSR writing for second cycle-** It was discussed that to submit AQAR, we have 30<sup>th</sup> September 2023 as the deadlines to finish the task.

**Agenda No. 11. Institutional initiatives for Electoral Literacy-** On this agenda, it was discussed that Mr. Ashish Kumar Singh has to organize some awareness programmes on preparing voter's Identity Card, active participation in casting votes in local elections, M.L.A. election or M.P. election.

**Agenda No. 12. Others** -It was discussed that University is developing a system to encourage more students towards physical games, sports, indoor and out-door activities. In new admission, Rs. 300 as sports fee will be collected from each student. Every college has to send students to university level sports competition in at least 10 events. Accordingly, we have to prepare for coming days.

The meeting was ended with vote of thanks.

  
01/07/23  
Co-ordinator  
I.Q.A.C.

  
01-07-2023  
PRINCIPAL  
Sariya College, Suriya  
Giridih, Jharkhand