

Minutes of Meeting No. 03

Date: 25/08/2017 Time: 11:00 A.M. Place: College Campus (I.Q.A.C. Chamber)

As on 25-08-2017 a formal meeting held in the I.Q.A.C. office, Sariya College under the Chairmanship of Asst. Prof. Atish Kumar Maldahiyar. The members were presented as under:

1. Asst. Prof. Atish Kumar Maldahiyar-Principal In-Charge-Chairperson I.Q.A.C.
2. Sri Rajesh Kumar Jain
3. Sri Pankaj Kumar Agarwal
4. Sri Sourav Agarwal
5. Asst. Prof. Arun Kumar (Dept. of Eco.)
6. Asst. Prof. Arun Kumar (Dept. of Pol. Sc.)
7. Asst. Prof. Rabindra Kumar Mishra (Dept. of English)
8. Asst. Prof. Satish Kumar Verma (Dept. of Pol. Sc.)
9. Dr. Santosh Kumar Lal: Coordinator, I.Q.A.C.

Agenda:

1. Confirmation of Last Meeting
2. Organisation Parent-Teacher Meeting, Seminar, Debate, Painting Quiz, Field-trip, Faculty Development Programme etc. for enhance the quality of education,
3. Workshop on office automation, Library automation,
4. Construction of canteen, New automated Receipt Counter, Large Girls common room attached with toilet,
5. Purchase of C.C.T.V. network, Computer projector, Screen, Inverter, College website etc.
6. Others.

Decisions:

1. All the members gave approval for the decision taken on last meeting. Almost all the decisions taken on last meeting were found implemented.

2. On the second point of discussion, both the Chairperson and the Coordinator of I.Q.A.C. highlighted the importance of organizing departmental Parent-Teacher Meeting, Seminar, Debate, Painting, Quiz, Field-Trip, Faculty development Programme etc. in the college. Its documentation and follow-up action taken as per suggestion given were discussed.
3. On the third point of discussion, the Coordinator of I.Q.A.C. has pointed out that, for smooth running of college, we should organize a workshop on office automation, library automation for non teaching staff. So chairperson is authorized to proceed on the matter earlier.
4. On the fourth point of agenda Chairperson of I.Q.A.C. has pointed that college should construct new canteen, new automated fee counter, large girls common room attached with toilet facility.

Unanimously it was decided that these proposal should be sent to Secretary of G.B. through Building Committee of the college.

5. On the fifth point of agenda for smooth running of college, Chairperson has pointed that we should install C.C.T.V. network, Computer, Projector, Inverter, Screen, College website for the college. So quality of education can improve.

Again unanimously it was decided that these proposal should be sent to Secretary of G.B. through Purchase Committee of the college.

At last Chairperson gave thanks to all members present and meeting was suspended.

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

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