

Minutes of meeting held on 15.05.2017

Item No 1 – Review of NAAC report – Members of IQAC reviewed the NAAC report and the following was noted –

- a) 2.1.4 – feedback system needs to be revised
- b) 2.2.2- advance learners should be given additional classes.
- c) 2.2.3 – group discussion and study tours need improvement as teaching – learning process.
- d) 2.2.5 – grievance mechanism needs improvement
- e) 2.6.3 – welfare oriented programme for staff.
- f) 2.6.4 – DDEVU resource mobilisation.
- g) 2.6.5 - IQAC needs to be more functional –
 - a. Academic audit
 - b. Green audit
 - c. Creation of separate faculty email
 - d. All weakness need to be highlighted.
 - e. Introduction of institutional opportunities.
- h) IQAC needs to encourage teachers for higher studies.
- i) Research committee has to be formed.
- j) Research facilities need upgrading.
- k) Active work of NCC and NSS wing.
- l) Infrastructural facilities need improvement
- m) Regular budget provision should be maintained.
- n) Campus recruitment and selection need improvement.
- o) Students’ progression support system needs to be more active.
- p) Long term plan needs to be identified.

Item No 2 – New rules –

- a) AQAR needs to be uploaded once in a year, July – June
- b) To form few sub committees
- c) To conduct workshops and seminars
- d) Parents’ feedback with structured questionnaire
- e) Stakeholders’s feedback form
- f) Proper documentation and record maintenance
- g) Quality culture in the institution

Item No 3 – Plan of action – attached.

Misc –

- a) Website needs upgrading
- b) Improvement in intake capacity of students
- c) Office needs to be well equipped