

### Minutes of the Meeting

A formal meeting of IQAC, Annada College, Hazaribag was conducted on 13/04/2023 at 11:00 am in the IQAC Office of the college. A notice to this effect had already been circulated on the WhatsApp group of the college.

The meeting was held under the Chairmanship of Dr. Nilmani Mukherjee, Principal in Charge.

#### Agenda:

1. Submission of SSR.
2. Initiation of DVV process.
3. Campus upkeep
4. Any other agenda with the permission of the Chair.

- Dushmi 13/04/2023 (DIPTI RASHMI)

Vishal 13/4/23

13/04/23 (R.P. Saha)

13/4/2023

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13/4/23

13/04/23  
(Md. Naushad Anwar)

13/4/23

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#### Action Taken Report

1. As per the resolution and discussion held in the meeting dated 13/03/2023, the SSR for third cycle of NAAC Accreditation was prepared and successfully submitted on 11/04/2023.

#### Resolutions/Discussions

1. The minutes of meeting dated 13/03/2023 were confirmed.
2. The members appreciated the efforts of IQAC in preparing and submitting the SSR for third cycle of NAAC Accreditation. The Co-Ordinator, IQAC thanked the members and the members of staff for their cooperation.
3. The members were briefed about the imminent initiation of DVV process and requested to cooperate in this regard.

4. Special emphasis was laid on maintaining the cleanliness and hygiene on the campus. Since the summer days are ahead, the members deliberated on increasing the points of safe drinking water.
5. The Principal in Charge was requested to coordinate with the Secretary, Annada College, Hazaribag to nominate a new member on IQAC in place of Dr. Avro Chaudhury, Director Radio Station, Hazaribag.
6. The Principal in Charge was requested to carry on the maintenance work on the campus.

The meeting ended with thanks to all the members present.

*Sanjay Singh*  
Co-Ordinator  
IQAC  
Annada College, Hazaribag  
10/04/2023

*Abhinav Singh*  
Chairman  
IQAC  
ANNADA COLLEGE  
HAZARIBAG