

INTERNAL QUALITY ASURANCE CELL (IQAC)

Academic Session 2020 -2021 (June 01, 2020 – May 31, 2021)

Minutes of Meetings held on 05.06.2020

Agenda:

1. Year-end analysis.
2. Situation arising out of lockdown/COVID-19.
3. Plan of action for the year 2020 – 21.
4. As mandated by NAAC, to work out the mechanism for ensuring timely, efficient and periodic progressive performance of academic activities on regular basis.
5. Contributing to Society through social extension activities.
6. Promoting Co-curricular activities.
7. Continuing the culture of departmental seminars.
8. Conducting online classes for the students till the reopening of the college.
9. Reconstitution of IQAC.
10. Completing the recruitment process for the teachers initiated in the month of July 2019.
11. Constitution of Committees to decentralize the college administration.
12. Conduct of Faculty Development Programmes for Teachers and Non-Teaching staffs.
13. Strengthening of online admission process.
14. Improving the website of college.
15. Registering Alumni Association under relevant Acts.
16. Introducing vocational degree course.
17. Obtaining the membership of INFUBNET

Description:

1. Minutes of previous meeting were confirmed.
2. The Chairman expressed his sense of anguish and disgust at the lethargy of the poor functioning of the staff members to bring qualitative changes in the college.
3. The Co-ordinator was directed to present a proposal for the reconstitution of IQAC as per the latest guidelines of NAAC.

4. The situation arising out of the lockdown owing to COVID – 19 was discussed. It has been decided to continue classes and other academic activities online so that the students do not suffer.
5. The students and society will be sensitized regarding the precautions to taken for the prevention of the spread of Corona Virus.
6. The co-curricular activities and departmental seminars will be delayed till the reopening of the college.
7. The Secretary will be requested to expedite the recruitment process for the teachers initiated in the month of July 2019.
8. Committees will be formed in the near future to decentralize the college administration.
9. Faculty Development Programmes on Basic Computer Learning will be conducted for Teachers and Non-Teaching staff by the BCA department.
10. The online admission process will be strengthened.
11. The college website will be improved shortly. A team will be formed for the purpose.
12. The Chairman took a serious note regarding failure to form Alumni Association. Dr B. Dhar has been entrusted to expedite the task.
13. The college expects the grant to start B. Voc. Course from UGC under NSQF during this session.

Members present:

Acharya
5/06/2020

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05/06/2020

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 Co-ordinator
 IQAC
 Annada College, Hazaribag

Chairman, IQAC
 Chairman IQAC
 ANNADA COLLEGE
 HAZARIBAG

MINUTES OF MEETING HELD ON 09/12/2020

The meeting of I & AC, Annada College, Hazaribag was held on 09/12/2020 in room no. 45 of the college.

Agenda

- welcoming the newly nominated members of I & AC, Annada College, Hazaribag
- Explaining the aims, objectives and assignments of roles to the members
- Assessing the outcomes of Faculty Development Programme: Basic Computer Training
- Holding the events/seminars/programmes scheduled in the academic calendar.
- Evaluating the ongoing online classes.
- Recommending the constitution of Sports Committee and Budget Committee.
- Promoting vocational degree course in Software Development
- Nomination of Parent Representative on I & AC of the college.

The following members were present:

1. R. P. Sinha

2. Swap Kumar

3. VIVEK

Upd
09/12/20
2
31/12/20

Vivek
11/12/20

4. ANJAN CHOWDHURY

A Chowdhury

5. SUJAY KUMAR KARAN.

~~Sujay~~
09/12/2020

6. DIPTI RASHMI

~~Dipti~~
09/12/2020

7. MD. NAUSHAD ANWAR

~~Anwar~~
9/12/20

8. Nishwa Ranjan

~~Nishwa~~
9/12/20

9. J. P. SANYAL

~~J.P.~~
9/12/20

10. Thakur Prasad

~~Prasad~~
9/12/20

11. ARONIT KR SINHA

~~Aronit~~
09/12/2020

12. Ajit Kumar Banerji

~~Ajit~~
09/12/2020

Description/Resolutions

1. The newly nominated members are welcomed by the Co-Ordinator, I & A.C.
2. The nominated members are familiarised with the aims and objectives of I & A.C. They are assigned duties as per the criteria mentioned in the A & A.R./S.R. frame of NAAC.
3. Satisfaction has been expressed for the conduct of Faculty Development Programme (Basic Computer Literacy) for the staff between 10/10/2020 to 25/11/2020.
4. It has been resolved that holding events/seminars/programmes scheduled in the academic calendar will be followed strictly.
5. It has been resolved that the online classes will continue in the usual way.
6. Recommendation has been made for the constitution of Sports and Budget Committee.
7. The members are explained about the Vocational Degree Course in Software Development. They are also advised to disseminate the information in this regard.
8. After due deliberation, Shri Ramanath Das Goswami has been nominated as Parent Representative on the I & A.C. The Co-Ordinator has been assigned the task of seeking his consent in this regard.

The meeting ended with thanks to the members.

- | | | |
|----------------|---|------------------|
| 1. Achuthy | - | Arjuna Choudhary |
| 2. Manoj | - | Vishwa Ranjan |
| 3. [Signature] | - | R.P. Saha |

4. Thakur Prasad Prasad

5. Katta Bena B

6. Sankar S

7. J.P. Sanyal - S

8. S.K. Karan - S

9. VIVEK - Vivek

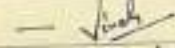
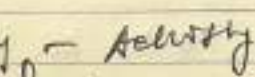
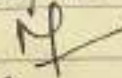
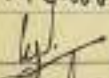
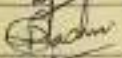
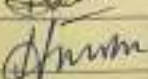
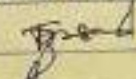

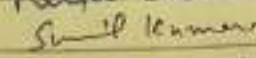


MINUTES OF MEETING HELD ON 20/02/2021

The meeting of ISAC, Ananda College, Hoyalibag was held on 20/02/2021 in room no. 48 of the college.

Agenda:

1. Discussion on the submission of ABAAs.
2. Remind of the responsibilities given to the members.
3. Commencement of online classes of Sem III and Sem IV
4. Remind of the progress made by the budget committee
5. Remind of the efforts made to beautify the campus.
6. Remind of events / Seminars / activities of the Academic Calendar of the month of December, January and February 2021.
7. Remind of the efforts made for seeking the membership for INFLIBNET.

The following members were present:

1. VIVEK — 
2. Anyan Chowdhury — 
3. Vishwa Rayan 
4.  (R. P. Saha)
5.  (Dipti Kishor)
6.  (Md. Nasirud Aman)
7. Trilok Prasad 
8. Kelta Das 
9.  (Small name)
10. J. P. Sanyal 
11. S. K. Karan 

Descriptions / Resolutions

1. The Chairman thanked the IBAC cell for submissions of pending ASARs.
2. The members of IBAC were briefed regarding the responsibilities given to them, they were urged to work sincerely in this regard.
3. Being in lockdown, it is decided that the online classes of Sem III (2019-20) and Sem IV (2018-21) will commence on free platforms like zoom, Google meet etc.
4. The Budget Committee is meeting continuously to prepare the budget for the financial year 2021-22. The members of the committee are advised to keep the record of the meetings.
5. IBAC members discussed the possibilities of erecting fencing around college play ground. The members also discussed increasing the potable fountains on the college campus.
6. The members expressed satisfaction over the conduct of events/academic activities of the Academic calendar for the months of December 2020, January and February 2021.
7. The library committee was suggested to expedite the effort of seeking the membership of IAFIBNET.

The meeting ended with thanks to the members.

Done by :-
Co-ordinator
IQAC
Annada College, Hazaribag

Atmanand
20/01/2021
Chairman IQAC
ANNADA COLLEGE
HAZARIBAG