

# **JAGDISH NANDAN COLLEGE**

**MADHUBANI**

**INTERNAL QUALITY ASSURANCE CELL**

**MEETING NO - 06**

**DATE OF NOTICE: - 15-10-2015**

**DATE OF MEETING: - 23-10-2015**



## NOTICE

Date: 15/10/2015

It is hereby informed to the member of the IQAC of the College that a meeting will be held on 23/10/2015, Friday in the Principal's chamber at 1.30 pm to discuss the items of the agenda given below.

Therefore, all members are requested kindly to make it convenient to attend the meeting.

### Agenda:

1. Confirmation of the minutes of last meeting held on 15/01/2015
2. Review of timeline process
3. Skill development program.
4. Regularization of FEED BACK mechanism.
5. Miscellaneous by permission of chair

### Members

1. Dr. Ram Krishna Jha
2. Dr. Ram Sagar Singh
3. Dr. Laxmi Kant Mishra
4. Dr. Daman Kumar Jha
5. Dr. S. S. Haider
6. Dr. Anil Kumar Choudhary
7. Mr. Hare Krishna Jha 'Hari'
8. Mr. Pramod Kumar Jha
9. Dr. S. N. Mishra
10. Dr. Amitabh

Principal  
Dept. of Botany  
Dept. of Chemistry  
Dept. of Maithili  
Dept. of Economics  
Dept. of Pol. Science  
Dept. of Hindi  
Accountant  
Local Community  
Local Community

Chairperson

Coordinator *Ross*

Member *[Signature]*

Member *[Signature]*

Member *[Signature]*

Member *[Signature]*

Member *[Signature]*

Member *[Signature]*

External - Member *[Signature]*

External - Member *[Signature]*

### Signature

*Ross*  
Coordinator 15/10/15

*[Signature]*  
PRINCIPAL  
T.N. COLLEGE  
MADHUBAI  
Chairperson



## Executive Meeting of Internal Quality Assurance Cell (IQAC) of College

**Date:** 23/10/2015

**Venue:** Principal's Chamber




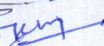
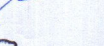
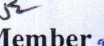
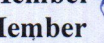
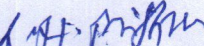
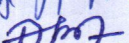
An Executive Meeting of Internal Quality Assurance Cell (IQAC) of the College was held today on 23/10/2015 Friday from 1.30 PM in the Principal's chamber. The meeting was presided over by the Chairperson of the IQAC.

### **Agenda:**

1. Confirmation of the minutes of last meeting held on 15/01/2015
2. Review of timeline process
3. Skill development program.
4. Regularization of FEED BACK mechanism.
5. Miscellaneous by permission of chair

### **Members**

### **Signature**

1. Dr. Ram Krishna Jha	Principal	Chairperson
2. Dr. Ram Sagar Singh	Dept. of Botany	Coordinator 
3. Dr. Laxmi Kant Mishra	Dept. of Chemistry	Member 
4. Dr. Daman Kumar Jha	Dept. of Maithili	Member 
5. Dr. S. S. Haider	Dept. of Economics	Member 
6. Dr. Anil Kumar Choudhary	Dept. of Pol. Science	Member 
7. Mr. Hare Krishna Jha 'Hari'	Dept. of Hindi	Member 
8. Mr. Pramod Kumar Jha	Accountant	Member 
9. Dr. S. N. Mishra	Local Community	External - Member 
10. Dr. Amitabh	Local Community	External - Member 

The IQAC Coordinator spoke to the members of IQAC about the guidelines of the NAAC and its implementation processes.

### **ITEM No. 1**

After the key note address and above announcements from the chairperson the coordinator, IQAC, read out the agenda and the minutes of the last meeting held on 15/01/2015.

The minutes were confirmed with some suggestions from the member and appreciation in item 4 which has made the campus clean and green with newer plantations by GARDENING & GREEN AUDIT COMMITTEE.

### **ITEM No. 2**

A timeline process in all segments and the committees who performs their responsibilities, it is unanimously observed and decided to keep a regular monitoring of the constituted cells and committees for a standard and fruitful functioning hence the IQAC coordinator is being authorized here to make a perusal and communicative observations to it.



### ITEM No. 3

An NGO namely is in touch with the IQAC and they will train our students the paintings and sculptures.

It is unanimously decided to sign a MoU with the NGOs who having national awardee artist and trainers.

### ITEM No. 4

Regarding the arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes the following initiatives has been taken by IQAC for formalizing the feedback mechanism in the college:

- i. A Feedback Form in English has been developed for obtaining feedback from the students.
- ii. One 'General Body Meeting' of the students shall be held once a year at the onset of the academic session to counsel about the Feedback Mechanism and its benefit to the students and institution.
- iii. One 'General Body Meeting' of the students shall be held once a semester.


### ITEM No. 5

Miscellaneous by the permission of chair: -

- a) The IQAC coordinator emphasized on TEACHING PLAN to be prepared by the departments within a fortnight.

The meeting ends with vote of thanks by the chair.

  
Principal  
J. N. COLLEGE  
MADHUBA

  
23/10/15  
IQAC Co-ordinator