The IQAC committee of the institution was formed for the academic session 2019-20 and the members of the committee are as follows:

- 1. Dr Aruna P. Sutradhar Chairperson
- 2. Dr Aruna P. Sutradhar Convener
- 3. Dr Sandeep Bahuguna-Member
- 4. Dr Gurupad Gusain- Member
- 5. Dr Shrikrishna Nautiyal Member
- 6. Dr Alok Kumar Singh- Member
- 7. Dr Manikant Shah Member
- 8. Dr Pritam Singh-Member

AGENDA OF THE MEETING

The meeting of the members of the IQAC committee was held on 15th December 2019 at 11:00 am in NAAC/IQAC Room.

In the meeting the following members were present:

Dr Aruna P. Sutradhar - Chairperson

Dr Aruna P. Sutradhar - Convener

Dr Sandeep Bahuguna-Member

Dr Gurupad Gusain- Member

Dr Shrikrishna Nautiyal Member

Dr Alok Kumar Singh- Member

Dr Manikant Shah -Member

Dr Pritam Singh-Member

The convener of IQAC, Dr Aruna P. Sutradhar began the session with a welcome note addressing all the members present at the meeting. The agenda of the meeting was presented before the members for discussion regarding NAAC accreditation. The agenda included the following points:

1. The use of ICT tools in the process of teaching and learning.

The directions received were discussed and a plan was formulated for timely submission of AQAR.

MINUTES OF THE MEETING

1. An email address for the purpose of NAAC assessment to be made.

 A personal cloud -space should be bought for assimilation of data regarding academic and administrative activities.

3. A digital notice board to be procured for the convenience of the students.

4. Department specific email address to be made and e-notes with ebooks to be made available for the students.

The head of the institution and the chairperson of the IQAC cell addressed the members and discussed their limitations and strengths. Lastly the meeting concluded with a vote of thanks addressed to the chair

Convener