## **IQAC Meting Minutes**

A Meeting of the IQAC was held on 19-02-2021 in the principal office, the meeting was headed by Dr. Anand Kumar Jain.

The following members were present in the meeting:-

1. Dr. Anand Kumar Jain – Prince	cipal	Princ	_	Jain	Kumar	Dr. Anand	1.	
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2. Dr. Anil Kumar Gupta - Co- ordinator, IQAC

3. Sh. Rajendra Kumar - Member, IQAC

4. Dr. Ashok Kumar Patidar - Member, IQAC

5. Sh. Manmohan Sharma - Member, IQAC

6. Sh. Nemichand Meena - Member, IQAC

7. Smt. Madhu Kanta Meena - Member, IQAC

8. Suresh Chand Upadhayay - Member, IQAC

After reading the minutes of last IQAC meeting, that was held on 20 Dec. 2019 Dr. Anil Kumar Gupta, Co-ordinator, IQAC, states about the present infrastructure and activities of the college. The infrastructure of the institution connote be utilized due to the lack of staff.

- Shri. Rajendra Kumar suggested to update the E-library software and also emphasized to do bar coding of E-library. He also suggested to put "Job notice board" and "Bhamashah Board" in the college.
- Mr. Mammohan Sharma suggested to manage the books of library and he also threw light on the bad condition of the books as tremit is destroying them, so spray of insecticide should be done.
- Dr. Ashok Kumar Patidar indicated towards the problems that are faced due to the lack of teaching staff in chemistry department. There are 3 sanctioned post in chemistry and there is only one assistant professor working in it.

The Meeting was ended with the resolution that every staff members will do their best to upgrade the institution. Dr. Anil Kumar Gupta thanled everyone at the end of the meeting.

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## **IQAC Meting Minutes**

Date - 19-03-2021

Time - 2:00 PM

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The following members were present in the meeting:-

1- Dr. Anand Kumar Jain - Principal

2- Dr. Anil Kumar Gupta - Co- ordinator, IQAC

3- Sh. Rajendra Kumar - Member, IQAC

4- Dr. Ashok Kumar Patidar - Member, IQAC

5- Sh. Manmohan Sharma - Member, IQAC

6- Sh. Dhara Singh Meena - Member, IQAC

7- Sh. Nemichand Meena - Member, IQAC

7- Sh. Neimenand Meena - Member, IQAC

8- Smt. Madhu Kanta Meena - Member, IQAC

9- Suresh Chand Upadhayay - Member, IQAC

10- Sh. Bhupendra Kumar Sharma - Member, IQAC

After reading the minutes of meeting that was held on 19 Feb. 2021 Dr. Anil Kumar Gupta, proposed the plan as following.

- The uploading of IQAC report on NAAC portal should be done on time with utmost priority only after it NAAC inspection will be done.
- He also instructed the members of IQAC to prepare SSR report as a work of prime importance. Dr. Anand Kumar Jian instructed to follow covid Protocal while collecting the hardcopy of examination form of kota university, that are submitted by the students. He again emphasized to fulfill institutional duties with sincerity.

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