

Proceedings of the IQAC-NAAC STEERING COMMITTEE Meeting held on 12-05-23 at 10:00 am in Nivedita Hall, Administrative Building.

Item No. 1

Confirmation of the proceedings of the previous IQAC meeting held on 28-02-23

The proceedings of the previous IQAC meeting held on 28-02-23 were confirmed.

Item No. 2

Action Taken Report (from 28-02-23 to 12-05-23)

- Meetings of the IQAC members with all stakeholders were held to apprise them of the details of the forthcoming PTV, check documentation and review infrastructure.
- Indoor games competitions were held.
- Intra- and Inter-college cultural competitions were held.
- Annual function and prize giving ceremony and Jogamaya Devi College fest 'Élan' were held on 04-05-23 and 06-05-23.
- Earth Day was celebrated
- Building cleaning and renovation work has begun.
- Subject related Add-on courses are ongoing.

Item No. 3

Resolutions taken in present meeting

1. Members were informed that PTV has been scheduled for 26-05-23 and 27-05-23.
2. The Principal informed the members that the tentative outline of the PTV and allotment of duties for teaching and non-teaching staff will be discussed at her meeting with TS and NTS scheduled to be held on 16-05-23.
3. All HODs are to supervise thorough cleaning of their departments including all laboratories. All records to be kept ready for inspection by the Peer Team. All instruments to be kept in working order.
4. Venues for PTV Activity were finalised. All Stakeholder meetings- Nivedita Hall
Cultural program- Asutosh Memorial Hall Peer Team- meeting with IQAC- Conference Room (207).
5. NCC Cadets are to give a Guard of Honour to the NAAC Peer Team on Day 1 on their arrival at the college.

College Office to be cleaned thoroughly. Office staff to keep all files ready for inspection by Peer Team.

The meeting ended with a vote of thanks to the chair.

