

B R B College, Samastipur

Proceedings of the IQAC Meeting (Online)

Date—18.08.2020 at 12:30 pm

Agenda:

- 1.To discuss type of activities that can be performed in collaboration with Mithila Milk Union, Samastipur.
- 2.Performing NSS activities in collaboration with NGO (Dadhichi Sewa Sansthan).
- 3.Submission of AQAR 2018-19.
- 4.To upload feedback form, student satisfaction survey, alumni registration portal and other templates on College website.
- 5.Pending requisitions of previous meetings.

Members Present

- 1.**Dr.L.P.Jaiswal**, Principal-cum-Chairperson
- 2.**Dr.K.K.Sahu**, DO, LNMU, Darbhanga, Member from University.
- 3.**Sri D. K. Srivastav**, MD, Mithila Milk Union, Samastipur, member from Industry.

- 4.**Dr. Devendra Choudhary**,HoD, Department of Commerce.
- 5.**Dr.D.N.Yadav**,HoD, Department of Mathematics.
- 6.**Prof. Rajesh Ranjan**, HoD,Department of Chemistry.
- 7.**Prof.Hari Narayan**,HoD, Department of Philosophy as IQAC Co- ordinator.
- 8.**Dr.Sunil Kumar Mishra**,HoD, Department of Psychology,as NAAC Co -ordinator.
- 9.**Dr. Bindhyachal Sah**,HoD, Department of Economics.
- 10.**Dr.Ullas T**, HoD, Department of Geography.
- 11.**Raushan Kumar**, as Student Representative.

Dr.L.P. Jaiswal, Principal-cum-Chairperson addressed the meeting with welcome and introduction of the members.The Chairperson discussed on Agenda and preparations for the next NAAC Assessment.The detailed discussions and decisions taken are as mentioned below---

- 1.It was decided to work in collaboration with Mithila Milk Union, Samastipur and HoD , department of Commerce gave his consent to engage the students of

the department in the training programmes, market surveys and other activities conducted by the Industry.

2. It was decided to perform NSS activities in collaboration with NGO (Dadhichi Sewa Sansthan).

3. It was decided to submit the AQAR 2018-19.

4. All the members emphasized to prepare an action plan and work accordingly with priority for the NAAC reassessment.

5. In the time of this covid-19 pandemic, our preparations in this regard have been badly affected, yet it was decided that we should try to do as much as possible.

6. It was decided to upload all the necessary documents and templates on the College Website.

7. It was decided to launch an online portal for admission process at College level.

8. A new landline connection is immediately required for the College.

9. It was decided to pursue for getting financial assistance for development of infrastructure from the state government, which proposal has already been

submitted by the College as per the order of state government.

10. It was felt that there is need to accelerate the extension and student participation activities as soon as the situation is normal.

11. It was also suggested that in this pandemic period, faculty members may work on innovative and quality enhancement measures in online teaching learning process.

12. Arrangement of Seminar hall, ICT facilities, Library enrichment and automation, internal evaluation mechanism, arrangement of department for each subject, computer lab and language lab are among the pending requisitions of previous meetings which should be completed on priority basis.

13. It was decided to pursue for the unreleased amount (nearly Rs 1.74 crore) out of the amount sanctioned for the construction of new building by state government.

The meeting was concluded with vote of thanks to the chair and members.


IQAC Co-ordinator 24.08.2020


24/08/2020
Chairperson

Meeting

A meeting of Teachers was held on 07.10.2020 at 12:00 in IQAC chamber under the chairmanship of Principal, in which following teachers/ members were present -

1. Dr. L.P. Jaiswal, Principal - *L.P. Jaiswal* 07/10/20
2. Dr. Devendra Choudhary - *Devendra* 07/10/20
3. Prof. Rajesh Kumar Kanjan - *Rajesh* 07.10.2020
4. Dr. D.N. Yadav - *D.N. Yadav* 07/10/20
5. Dr. Sweety Kumari - *Sweety* 7.10.2020
6. Prof. Hari Narayan - *Hari Narayan* 07.10.2020
7. Dr. Sumil Kumar Mishra - *Sumil* 07.10.2020
8. Dr. Bindhyachal Sah - *Bindhyachal* 07-10-2020
9. Dr. Ullas T. - *Ullas* 07/10/2020
10. Dr. Snehlata Kumari - *Snehlata* 07/10/2020
11. Prof. Shabnam Kumari - *Shabnam* 07/10/2020
12. Prof. Vikas Kumar Patel - *Vikas* 07/10/2020
13. Prof. Rohit Prakash - *Rohit Prakash* 07.10.2020
14. Dr. Md. Taiyab - *Md. Taiyab* 07.10.2020
15. Prof. Shakeel Ahmad - *Shakeel Ahmad* 07/10/20
16. Sri Ram Prakash Prasad - *Ram Prakash Prasad* 07/10/2020
17. Dr. Jitendra Mohan - *Jitendra Mohan* 07.10.2020
18. Dr. Arti Kumari - *Arti Kumari* 7.10.2020
19. Sri S.N. Thakur - *S.N. Thakur* 07/10/20
20. Prof. Ravindra Chaudhary - *Ravindra Chaudhary* 07/10/2020
21. ~~Ravi A~~

Agenda:-

1. Review of NAAC preparations.
2. Briefing about NAAC Assessment process in R.A.F, 7 Criteria, 32 Key indicators and their proper documentation.
3. Preparation of AAR 2019-20.
4. Preparation of online data templates for SSR.

Discussions and Decisions Taken :-

1. All the teachers/members were briefed on the revised assessment process, 7 criteria, 32 key indicators and related data templates. Detailed literature/manual is provided to them.

2. All the departments/cells are requested to provide the required information/data to prepare AQAR for the year 2019-20 within one week.

3. In-charges of all the Departments are hereby requested to maintain a record of all their activities during last five years i.e. since 19th Feb. 2016 in the prescribed format along with the relevant documents within one month in order to prepare SSR data templates.

4. In-charges/co-ordinators of all the Departments and cells are hereby directed to arrange required registers/files etc. from the office immediately and speed up their activities such as mentorship, PTA, Alumni Association, Library Augmentation, ISR etc.

5. It was decided that based on the requisitions of the Departments some textbooks useful for UG Students will be purchased by the College for library enrichment.

6. Feedback received from different stakeholders was analyzed and a report is being prepared.

7. It was decided that chairperson will review the activities of all the Departments/cells fortnightly.

meeting ended with vote of thanks.

IAAC Co-ordinator

Chairperson

Meeting

A meeting of IQAC was held on 09.04.2021 at 11:00 AM in IQAC chamber under the chairmanship of Principal, in which following Teachers/ members were present.

- 1. Dr. B.K. Choudhary, Principal B.K. Ch 9.4.21
- 2. Dr. Devendra Choudhary — 11ky 9/4/21
- 3. Dr. D.N. Yadav — Yato 9/04/21
- 4. Prof. Rajesh Kumar Rajan — Rajan 9.4.21
- 5. Dr. Sweety Kumari — Sweety 9.4.21
- 6. Prof. Hari Narayan — HN 09.04.21
- 7. Dr. Sumil Kumar Mishra — SKM 09.04.2021
- 8. Dr. Bindhyachal Sah — BS 09.04.2021
- 9. Dr. Ullas T
- 10. Dr. Snehalata Kumari — SK 09/04/21
- 11. Prof. Shebnam Kumari
- 12. Prof. Vikas Kumar Patel — Vikas 09/04/2021
- 13. Prof. Rohit Prakash — Rohit 09/04/21
- 14. Dr. Md. Taiyab — Taiyab 09/04/2021
- 15. Prof. Shakeel Ahmad — Shakeel 09/04/2021
- 16. Dr. Nirmla Kuroah
- 17. Dr. Titendra Mohan — Titendra Mohan 09/04/21
- 18. Dr. Saroj Kumar Mishra — Saroj 9/4/21
- 19. Prof. Ravindra Kumar Chaudhary — RK Chaudhary 09/04/21
- 20. Dr. Nareesh Kumar — Nareesh Kumar 09/04/2021
- 21. Dr. Arti Kumari — Arti Kumari 9.4.21
- 22. Dr. Meenaxi Das — Meenaxi 9/4/21
- 23. Sri Ram Prakash Basad — Ra 9/4/21
- 24. Sri S.N. Thakur — SN 9/4/21
- 25. Sri Gopal Bhagat — Gopal 9/4/21
- 26. Sri - Sanjeer Kumar — San 9.4.21

Agenda

- 1. Review of NAAC preparations.
- 2. Preparation of AQAR 2019-20.

Discussions and Decisions Taken :-

1. In-charges/Co-ordinators of all the departments/cells are hereby requested to arrange required registers/files etc. from the office immediately and speed up their activities such as mentorship, PTA, Alumni Association, Library Augmentation, ISR, Student participation activities etc.
2. All HoDs are requested to submit a requisition for text books, reference books and reputed journals in their respective subjects at the earliest for library updation.
3. It was emphasized by the members that a well organized reading room for students as well as teachers and indexing and digitization of library books is urgently needed.
4. A new landline connection is urgently needed.
5. It was also requested to ^{the} chairperson to direct the concerned officials for preparing database of enrolled students of Degree I and Degree II alongwith their mobile no. and email ID (in the prescribed format). This database will be needed at the time of preparation of SSR.
6. Arrangement of Seminar hall, smart class and adequate ICT facilities is urgently needed so that seminars, workshops and other such programmes could be organized successfully.

- 7. All members agreed that departments for the subjects having no department can be built by demolishing the old Administrative Block.
- 8. All the departments/cells are requested to provide the data/details of their activities from July 2019 onwards at the earliest to prepare AQAR for the year 2019-20.
- 9. Examination Department is requested to lay out a mechanism for continuous internal evaluation of college students and notify the same at the earliest.

Meeting ended with vote of thanks.

[Signature]
03.04.2021
IQAC Co-ordinator

[Signature]
B.K. Udy
Chairperson 9.4.21