

Minutes Of Meeting

A scheduled meeting of I. Q. A. C. was held today on 17/01/2016 at 2.30 P.M. in Principal's office in which the following decisions were taken.

- 1)** Minimum 40% of the classroom teaching should be in the form of class notes.
- 2)** Co-ordination committee should be constituted to Co-ordinate different activities of the college.
- 3)** Faculty members should adopt learner centered approach in their teaching and learning process.
- 4)** Upper block of Rajarshi Bhawan should be constructed.
- 5)** Students should be given question banks.
- 6)** There should be four houses in the college namely Red, Green, Blue, Yellow among students for their in competition.
- 7)** Office automation should be maintained and checked by office in charge.
- 8)** Record keeping in the office should be upgraded.

Action Taken Report

A co-ordination committee was constituted for the co-ordination of different departments of the college. Teachers provided notes to the students. The construction of upper block of Rajarshi Bhawan started. Students were given question papers. Four houses among students were created for inner competitions office automation is in progress and record keeping improved.