

Minutes of meeting

An important meeting of I. Q. A. C. was held today on 23/07/16 at 2.30 pm in seminar hall in which the following decisions were taken.

- 1) All heads of department should monitor daily presence and works of their juniors in departments and should report it to the principal.
- 2) Faculty members should participate regularly in in-service programs like orientation and refreshes course and short term courses.
- 3) Faculty members should encourage their students for e-learning and also for spending time in library.
- 4) I.Q.A.C. should organize a seminar for development.
- 5) Guest lecture should be organized in departments.
- 6) Sports ground should be maintained.
- 7) Indoor Badminton court should be maintained.
- 8) Beautification of college campus should be done by gardens and lanes.
- 9) Laboratories of the college should be upgraded and improved.
- 10) Cleanliness of lavatories should be ensured.

Action Taken Report

All heads of departments monitored the presence and performance of their juniors on daily basis. Faculty members participated in refresher courses and orientation programs. Students were encouraged for learning I. Q. A. C. organized a seminar on 14th Oct 2016 for faculty development. Guest lecturers for students were organized. Sports ground and indoor stadium were maintained. Gardens and laboratories were upgraded.