

ARYA MAHILA P. G. COLLEGE

CHETGANJ, VARANASI

(Admitted to the privileges of Banaras Hindu University)
Accredited Grade 'A' by NAAC

Date: 15th Oct. 2016

Meeting- IQAC

Meeting of Internal Quality Assurance Cell was held on 15th October 2016, Saturday from 03:00 p.m. in IQAC room.

Following agenda was discussed and resolved:

1. Minutes of the last meeting.
2. Discussion on the execution of the proposed action plan under 'CPE- College with Potential for Excellence' scheme by college.
3. Workshop organized by IQAC regarding quality improvement in office functioning.
4. Any other matter with the permission of the chair.

IQAC, Co-ordinator welcomed all.

The Resolutions of the meeting are:-

1. Minutes of the last meeting were confirmed and passed.
2. The action plan under CPE was discussed in IQAC and it was resolved, that to execute plans as per UGC norms an Advisory Committee and a Purchase Committee for CPE was constituted.
 - The members of the Advisory Committee CPE would be Prof. Rachana Dubey (Principal), Chairperson, Dr. Bhavana Trivedi, Member Secretary, two UGC nominees, Dr. Namita Sinha, Dr. Amit Shukla, Sri. Sudhakar Shukla, Sri Ved Prakash Pandey.
 - The Purchase Committee consisted of Prof. Rachana Dubey (Principal), Chairperson, Dr. Bhavana Trivedi, Member Secretary, Dr. Ranjana Malviya, Dr. Manju Banik, Sri. Sudhakar Shukla, Sri Ved Prakash Pandey.
3. The execution of the action plan under 'CPE- College with Potential for Excellence' was discussed and resolved in the meeting in the following manner:

Action Plan under CPE Scheme

1. Strengthening of Existing Learning Resources-

a) Teaching (UG and PG)

- Class rooms equipped with ICT facilities.
- Digital Smart Class rooms equipped with interactive boards, sound proofing, LCD projector, audio system etc.
- Up-gradation of Commerce and B.Ed. Resource Centre.
- To develop Wi-Fi Campus.

b) Research:

- Up-gradation of the existing and creating new research environment in the college.
- Up-gradation & digitization of Library with adequate computers and software backup.
- Web-link and regular integration with modern aspects of research.
- Conducting Research based training programmes.

c) Laboratories:

- Up-gradation of Home Science Lab.
- Up-gradation of Psychology Lab.
- Up-gradation of Computer Lab.
- Up-gradation of B.Ed. Lab (Science Lab).
- Establishment of Language Lab.

d) Inclusion of New Learning Resources :

- Introduction of new professional courses.
- Remedial classes for SC/ST, OBC & Physically challenged students.
- Establishment of Yoga & Health Centre.

e) Skill Enhancement Programmes for Teachers and Students:

- Introduction of Communicative English Programme.
- Computer Literacy Programme for Students and Faculty.
- Entrepreneurship Skill Development Programme.
- Establishment of Competitive Examination Preparation Cell, NET/JRF, UPSC, Bank and Management examination.
- Training programmes of students for online examination system.
- Orientation & Training Workshops for Non-Teaching & Administrative staff.

f) Action Plan (CPE) – Extension

- Capacity Building programme for Students.
- Adoption & Development of a village as 'Educated, Clean & Healthy Village'.
- Literacy, Health and Hygiene Awareness programme in slum areas.
- Gender Sensitization programme.
- Environment Protection & Cleanliness Awareness programme.
- Programmes for socio-cultural rejuvenation of ancient city Varanasi.

4. It was resolved that under the aegis of IQAC, a workshop on quality improvement in office functioning will be organized. Ensuring eco-friendly and student-friendly measures were resolved that the office will be made paperless and the queries and the problems of the students will be attended speedily and with sensibly.

Dr. Chandrakanta Rai, Dr. Brijbala Singh, Dr. Bhanumati Mishra, Dr. Shardul Chaubey, Dr. Garima Gupta participated in the discussion.

The meeting ended with a formal vote of thanks given by Dr. Brijbala Singh.

The following members were present and participated in the discussion:

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| • Chairperson | : | Prof. Rachana Dubey (Principal) | <i>Rachana Dubey</i> |
| • IQAC, Co-ordinator | : | Ms. Aarti Srivastava | <i>AS</i> |
| • Members (Faculty) | 1. | Dr. Brijbala Singh | <i>Brijbala Singh</i> |
| | 2. | Dr. Chandrakanta Rai | <i>Chandrakanta Rai</i> |
| | 3. | Dr. Bhavana Trivedi | <i>Bhavana Trivedi</i> |
| | 4. | Dr. Namita Sinha | <i>Namita Sinha</i> |
| | 5. | Dr. Bhanumati Mishra | <i>Bhanumati Mishra</i> |
| | 6. | Dr. Meenakshi Bajpai | <i>Meenakshi Bajpai</i> |
| | 7. | Dr. Garima Gupta | <i>Garima Gupta</i> |
| • Management Member | : | Dr. Shashikant Dikshit, (Manager) | |
| • Administrative Officers | 1. | Mr. Sudhakar Shukla (Administrative Officer) | <i>Sudhakar Shukla</i> |
| | 2. | Mr. Sunil Kumar Pathak (Office Superintendent) | <i>Sunil Kumar Pathak</i> |
| • Nominee from Local Society | : | Dr. Shardul Chaubey | <i>Shardul Chaubey</i> |
| • Nominee from Industry | : | Mr. Adarsh Jhunjhunwala | <i>Adarsh Jhunjhunwala</i> |
| • External Expert | : | Mr. Sanjeev Kumar | <i>Sanjeev Kumar</i> |
| • Alumni | : | Dr. Bindu Lahiri | <i>Bindu Lahiri</i> |
| • Student | : | Ms. Pooja Bharti | <i>Pooja Bharti</i> |