

Date: 12-08-2016

The principal extended a warm welcome to the members of IQAC.

AGENDA:

- **Preparation for the NAAC PEER TEAM VISIT**
- **To organize Extension activities**

Resolutions:

- 1) Members of the IQAC would visit laboratories and Departments.
- 2) Office staff was instructed to be prepared for Financial Surveillance by the NAAC Peer team with regard to documentation of all data of college and proper maintenance of all records and files.
- 3) The NAAC coordinator scheduled Interaction with all stake holders.
- 4) A PowerPoint presentation was kept ready which highlighted the activities accomplished in five years and the same would be presented before the NAAC peer team.
- 5) Logistics and travel plan of the NAAC Peer Team visit was arranged and a copy of travel plan was sent to the NAAC Peer Team.
- 6) The College had made arrangements for secretarial assistance to the NAAC Team.
- 7) Schedule for visiting various departments by the NAAC Peer Team was prepared and the copy was sent to Heads of the Departments.
- 8) Video recording for the entire onsite Peer Team visit was arranged.
- 9) Cultural programme by students was arranged for the Peer Team Visit.

The meeting concluded with the IQAC coordinator thanking everyone for their presence and participation