

**The Principal extended a warm welcome to the IQAC members.**

**AGENDA:**

- 1) Reviewing the recommendations of the NAAC PEER TEAM.
- 2) Preparing academic calendar of the year.
- 3) Planning academic audit
- 4) Placement activities
- 5) Conducting more activities in the forums.
- 6) Increasing students' strength
- 7) Organizing more number of extension activities.
- 8) Monitoring SC/ST progression

Action taken on agenda:

- 1) Reviewing the report of the NAAC Peer Team
  - The Coordinator of the IQAC read out all the recommendations for quality enhancement made by the NAAC peer team members and requested all the members to work on the recommendations. It was resolved to set out strategies for the next five years in compliance of the NAAC Peer Team recommendations and suggestions.
  - Faculty was requested to collect and analyze data, prepare statistical tables and charts, share documents and other vital information to prepare comprehensive, fair and objective report.
- 2) Preparing academic calendar of the year
  - The academic calendar should be prepared and revised by the IQAC and circulated to the departments.
- 3) Planning academic audit.
  - The academic audit should be conducted by appointing external team.
- 4) Placement activities
  - The placement activities should be strengthened by arranging more placement sessions on soft skill development.
- 5) Conducting more activities in various forums
  - Organizing seminars for the students in the Labs.
  - Providing additional coaching to students who have the potential for securing ranks.
  - Remedial coaching for needy students.
  - Encouraging students to participate in co-curricular activities.
  - Organizing special lectures.
  - Organizing Orientation Programmes for students.

6) Increasing students' strength

- It was decided to give fee concession, partial or complete waiver for deserving students.
- Faculties were requested to visit PU colleges to create awareness about the scope of basic sciences and job opportunities. A good percentage of students were getting the benefits of scholarships and fee concession.

7) Organizing more extension activities.

- ECO Club and NSS decided to organize more community services throughout the year like blood donation camps, health checkups, awareness camps, special camps etc.

8) Monitoring SC/ST student progression:

- It was decided to monitor the progress of the SC/ST students studying in the college so that the institution understands the needs of such students.

**The meeting ended with the IQAC coordinator thanking everyone for their presence and participation.**