

The first meeting was held on 27-06-2019 to discuss the academic activities of 2019-2020

- The principal briefed the members about the admissions for the academic year 2019 and informed them that the admission process was still going on and he was confident that it would be better than the previous year. He requested all the teachers to participate in the admission process by rotation.
- The principal allocated new committees among the teachers for 2019-2020. Some teachers requested to reallocate committees from this academic year as they have worked in the present committees in the last two years.
- The principal added that the institution should encourage the teaching staff to publish research papers in quality journals.
- The principal and senior teachers decided to organize orientation programmes for the first-year students.
- The Secretary of Kalpataru Vidya Samsthe asked the teaching faculty to encourage the students to participate in seminars and workshops.
- The IQAC coordinator circulated the photocopy of the recommendations given by the NAAC peer team among all the Heads of the Departments. Further, the discussion took place regarding the strengths and weaknesses of the college.
- Teachers wanted the principal to enforce a mandatory attendance policy to reduce absenteeism and improve exam performance.
- The IQAC coordinator requested all the staff members to submit the report within three days from the date of activity/event to enable the college website to be updated regularly.
- It was decided to appoint additional teaching staff according to the requirement of workload in each department.
- Academic Calendar and timetable were discussed and approved.
- A department-wise plan of action was discussed in detail.
- The principal requested the heads of the departments to organize more programmes and the members discussed previous year results.
- The principal informed teachers about a counseling facility for the students associated with the Department of Psychology from the sister institution.

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