## I Q A C Meeting

### ACDEMIC YEAR-2018-2019

**Date: 13.02.2019**                                            **Venue: I Q A C Room**

**Agenda:** • **Errors in the sent detail**

• **Distribution of questionnaire**

• **Implementation of E-Gate in library**

### Minutes of the meeting

- Various departments sent the details to I Q A C regarding programme Faculty and student details but there were errors in it, each department Wise it was discussed in the meeting
- It was decided to note admission number as enrolment number.
- Department were asked to resubmit the file by 24th February 2019
- The meeting hold discussions on the distribution of questionnaire.
- The meetings approved the decision to implement an e-gate system in the library to enhance security and monitor user access effectively
- Meeting wound-up at 4.00 pm.

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## I Q A C Meeting

## ACADEMIC YEAR – 2018-2019

Date: 13.03.2019                                        Venue: Conference Hall

**Agenda:** • **Leave Register and Despatch Register**

   • **Remedial classes, change g class timings**

   • **Formation of Timetable committee**

   • **Introducing smart classroom, CBCS committee, women cell**

   • **Orientation on IQAC**

   • **Appointment of medical officer**

## Minutes of the meeting:

• Format for leave register and Despatch register has been discussed.

• IQAC made suggestions on implementing students' supporting programmes,

   Remedial coaching classes, change of class timing.

• IQAC suggested the formation of timetable committee

• Also made discussions on introducing smart classrooms, women cell, CBCS committee

   Library expansion, open courses.

• One day in FEP will be for orientation about NAAC.

• The college Management decided to appoint a medical officer before next academic year.

**IQAC COORDINATOR**
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**PRINCIPAL**
Principal
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