

PATNA WOMEN'S COLLEGE
AUTONOMOUS
Patna University
3rd Cycle NAAC Accredited at A Grade with CGPA 3.58/4
'College with Potential for Excellence' (CPE) status accorded by UGC

Minutes of the **IQAC Meeting** held on **23.05.2019** in **Research and Development Cell**, Patna Women's College at **10:00 A.M.**

Agenda:

- IQAC Dry Run 24.05.2019 to 28.05.2019
- Ongoing work on NAAC Criteria
- Any other

Members Present:

1. Dr. Sister M. Rashmi A.C. (Chairperson)
2. Sister M. Tanisha A.C.
3. Dr. Shahla Yasmin
4. Dr. Sister M. Reema A.C.
5. Dr. Ameeta Jaiswal
6. Dr. Bhawna Sinha
7. Dr. Upasana Singh
8. Dr. Soofia Fatima
9. Ms. Manisha Prasad
10. Dr. Sister M. Stuti A.C.
11. Dr. Pallawi
12. Ms. K.T. Philomena
13. Mr. A. K. Sinha
14. Mr. R. N. Roymajumdar
15. Ms. Anjali Kumari Sinha
16. Mr. Alok John
17. Dr. Amrita Chowdhury (Co-ordinator)

The meeting started with a prayer. The points of the agenda were taken up.

The Chairperson advised the IQAC members to conduct Dry Run (Academic Audits) to the departments as per the Schedule which was notified to all the departments by circulation of a notice dated 11.05.2019. The Departments are advised to capture both local and international aspirations, highlighting the Research Projects and Consultancy Assignments. Departments will be evaluated on the basis of assessment indicators given by NAAC. Departments were advised to keep records of all academic, co-curricular and extra-curricular activities as per the criteria of NAAC. Awareness regarding the NAAC Criteria is to be discussed by the IQAC members during the Dry Run.

It was resolved in the meeting that IQAC members can reach to the departments for collating the reports and information related to the individual departments. College level informations can be collected from the College office.

The Chairperson advised the members to expedite the collection of information timely and review it as per the action plan.

The Chairperson expressed her appreciation to **Dr. Amrita Chowdhury**, IQAC Coordinator and **Mr. Alok John**, Assistant Coordinator, IQAC for organizing a workshop for Non-teaching Staff members of Patna Women's College on the topic '**Employee Development: Creating Workmen for High Performing Institution**' on Monday, 20.05.2019.

M. Rashmi me
Chairperson

A. Chowdhury
Coordinator