

Agenda for the meeting of IQAC to be held on 29.03.2014 in the Office of the Principal, Udai Pratap Autonomous College, Varanasi

Agenda 1 : Confirmation of minutes of meeting of IQAC held on 22.08.2012.

Comment : The proceedings of the meeting held on 22.08.2012 have been sent to Hon'ble members. No comment has been received.

Agenda 2 : Action taken report on the decision taken in the last meeting of IQAC.

Comment : Details enclosed (Annexure-1).

Agenda 3 : Organizing training programmes/workshops/seminar for faculty and reaserch scholars.

Comment : A grant of Rs. 1,80,000 has been sanctioned by UGC under College with potential for Excellence (CPE) Scheme for conducting Training programmes/ workshops/ seminars for faculty and reaserch scholars, a line of action is required for the same.

Agenda 4 : Organizing Hands on Training Workshops for UG and PG Students.

Comment : Grants of Rs. 1,20,000 for PG classes and Rs. 2,70,000 has been sanctioned by UGC under College with potential for Excellence (CPE) for hands on training programme for PG/UG Students, a line of action is required for the same.

Agenda 5 : Appointment of a Electronic Data Processing (EDP) Manager in the collge.

Comment : As per the letter of Joint Director (Higher Education) Allahabad letter No. degree Vikas/821-829/2013-14 Dated 18.09.2013 (Annexure-2), all the records of the college like salary, GPF, Cash Book, Fee stock Register and all the information related to students should be computerized. Though college has purchased automation, the work is very slow due to lack of proper monitoring. An Electronic Data Processing (EDP) Manager will plan, train, supervise and evaluate the work of the computer operating staff. Members are requested to take the decision, so that decision can be conveyed to Finance Committee and Governing body for approval.

Agenda 6 : Any other matter with the permission of the chair.

Coordinator

Action taken report on the decision taken in the meeting of Internal Quality Assurance Cell (IQAC) held on 22.08.2012

Agenda	Decision	Action taken
1. Confirmation of minutes of meeting of IQAC held on 25.06.2012	Confirmed.	-
2. Action taken report on the decision taken in the last meeting of IQAC.	The report has been accepted.	Action has been taken. The report of the committee is enclosed herewith.
3. Approval of Bye-Laws of Parent-Teacher Association.	Bye-Laws has been approved with some minor corrections. A sub-committee of three members has been formed to finalize the Bye-laws. The committee will finalize the Bye-laws upto 25 August, 2012. The members of committee will be:- 1. Dr. Rudra Pal Singh 2. Dr. Vinod Kumar Singh 3. Dr. Devendra Kumar Singh Convener Member Member	Action has been taken. The report of the committee is enclosed herewith.
4. Approval of Bye-laws of Udaipur Pratap Autonomous College Alumni Association.	Bye-laws has been approved with some minor corrections. A sub-committee of three members has been formed to finalize the Bye-laws. The committee will finalize the Bye-laws upto 25 August, 2012. The members of committee will be:- 1. Dr. Rudra Pal Singh 2. Dr. Vinod Kumar Singh 3. Dr. Devendra Kumar Singh Convener Member Member	Action has been taken. Annual Quality Assurance Report has been sent to the NAAC & Govt. of U.P.
5. Approval of the Annual Quality Assurance Report(AQAR) of 2011-12.	AQAR of 2011-12 has been approved. It was suggested that AQAR should be shown to above three members committee before sending to the NAAC/UGC.	Action has been taken. Annual Quality Assurance Report has been sent to the NAAC & Govt. of U.P.
6. Plan of action for the academic year 2012-13 towards quality enhancement in the college.	Following plans of action have been decided for the academic 2012-13 toward quality enhancement:- 1. To organize popular talks in each subject. 2. To organize National Seminars in Education, Physics, Chemistry, Zoology and Hindi Departments. 3. To organize Power Point Presentation competition for PG Students. 4. To organize a workshop on research methodology and presentation for research scholars.	1. Popular talks have been organized in almost all PG Departments. 2. Education, Chemistry & Hindi departments have organized National Seminar. 3. Action has been taken. 4. Action has not been taken, will be taken this year as grants has been

	<ol style="list-style-type: none"> 5. To Start Career Oriented Course in Agriculture and Art faculties. 6. Strengthening the number of books/ Periodicals in the library and its complete computerization. 7. Strengthening of Science labs with the necessary infrastructure from FIST Grant. 8. Formation of 'Parents Teachers' Association. 9. Formation of Alumni Association. 10. Co-operation of alumni association in the development activities of the college. 11. Improvement of college website to make it more useful in administrative matters. 12. Construction of new Computer Centre for Agriculture and Commerce faculty. 13. To enhance the use of ICT in teaching/learning process. 14. Installation of RO for providing safe drinking water to students and teachers. 15. To apply for DBT Star College Scheme. 16. Construction of well equipped Seminar Hall. 17. Extension of Library Building. 18. Career Counselling programme and conducting campus interview for the students. 	<p>sanctioned from UGC..</p> <ol style="list-style-type: none"> 5. Action has not been taken. 6. Books of about Rs. 20.00 Lakh have been purchased and library has been automated. 7. FIST grant is received in this year, to strengthening the Science labs is in process.. 8. Action has not been taken. 9. Action has not been taken. 10. Action has not been taken. 11. Action has been taken. The website is updated regularly and almost all administrative and academic activities are posted on the website. 12. Action has been taken, in commerce faculty with introduction of four computers but so far action has not been taken in Agriculture faculty due to lack of space. 13. Action has been taken. 14. Water Purifiers have been installed in all the hostels and RO's have been installed in Physics, Chemistry, Zoology, Botany departments and Examination section. 15. College has been selected under DBT Star College Scheme & a grant of Rs-47.00 lakhs has been approved we are in process to strengthen the UG labs in Physics, Chemistry, Zoology and Botany. 16. Action has not been taken due to lack of funds. 17. Action has not been taken due to lack of funds. 18. Action has been taken, about 50 students have been selected through campus interview in last year.
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	<p>19. To continue remedial coaching for ST/SC/OBC students.</p> <p>20. To continue coaching for NET/SET for ST/SC/OBC students.</p> <p>21. To continue coaching classes for entry in services for ST/SC/OBC/Minority students.</p> <p>22. To start the coaching for ARS for ST/SC/OBC/Economically weak students.</p>	<p>19. Action has been taken in session 2012-13. College has sent a proposal to the UGC for continuation of this programme in 12th plan period.</p> <p>20. Action has been taken in session 2012-13. College has sent a proposal to the UGC for continuation of this programme in 12th plan period.</p> <p>21. Action has been taken in session 2012-13. College has sent a proposal to the UGC for continuation of this programme in 12th plan period.</p> <p>22. Action has not been taken due to lack of funds.</p>
<p>7. Organizing a Special training programme on the use of computer, internet and automation software for non-teaching staff.</p>	<p>Members are agreed with the proposal.</p>	<p>Action has not been taken as non-teaching staff is not taking interest.</p>
<p>8. Any other matter with the permission of the chair.</p>	<p>1. It was suggested that the Feed back of students about the curriculum should be taken before the NAAC Peer Team Visit.</p>	<p>Action has been taken.</p>

Principal/Chairman

Coordinator