

Agenda for the meeting of IQAC to be held on 04.02.2016 in the Office of the Secretary, Udai Pratap Autonomous College, Varanasi.

- Agenda 1 :** Confirmation of minutes of meeting of IQAC held on 18.09.2014.
Comment : The proceedings of the meeting held on 18.09.2014 already have been sent to Hon'ble members. No comments have been received.
- Agenda 2 :** Compliance report of decisions taken in the Last meeting held on of 18.09.2014.
Comment : Details enclosed (Annexure-I).
- Agenda 3 :** Discussion for Organizing a Special training programme on the use of computer and internet for non-teaching staff.
Comment : In the College almost all the Departments have Computer and Internet Facility but most of the non-teaching staff is not skilled and therefore training is required for them.
- Agenda 4 :** Discussion for organizing a workshop on research proposal writing and presentation for teachers and research scholars.
Comment : Presently ongoing projects are ten and to enhance the number in future, a workshop is required.
- Agenda 5 :** 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 for UG classes 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 6 :** To start Remedial Coaching for sc/st/obc (non-creamy layer) & minority community students.
Comment : College has received a grant of 7.00 lakhs for starting Remedial Coaching for students belonging to SC/ST/OBC (excluding creamy layer)/ Minority communities and 20% of the total number students other than those belonging to SC/ST/OBC (excluding creamy layer)/ Minority communities at Undergraduate / Postgraduate level, a line of action is required for the same.
- Agenda 7 :** To start coaching classes for entry in services for sc/st/obc (non-Creamy layer) & minority Community students.
Comment : Colleges has received a grant of 7.00 lakhs for starting coaching classes for entry in services for students belonging to SC/ST/ OBC (non creamy layer) and Minority communities. The students belonging to economically weaker sections and physically challenged students may also avail of this facility. Applications may be sought by advertising in a local daily so as to cover students outside the college rolls. A line of action is required for the same.
- Agenda:8 :** To Develop Room No. 15 in Science Block as Seminar room. ✓
Comment: Often there is need of a Seminar room in the college. College has no seminar room, a seminar room is required. Till construction of Seminar hall, Room No. 15 in Science Block can be developed as Seminar room.
- Agenda:9 :** To organized Power point presentation competition for Research scholar. ✓
Comment: There are about 150 research scholars in the college; Power point presentation competition is required so that they can improve their skill of presentation.
- Agenda:10:** Submission of self Appraisal Report as per UGC norm of teachers in the end of session every year. ✓
Comment: It is compulsory to all universities / colleges to establish IQAC which will act the documentation and record-keeping Cell of teachers for the institution including assistance in CAS promotion. All the teachers are required to submit the duly filled-in Performance Based Appraisal System (PBAS) proforma approved by state government/UGC to the IQAC annually.
- Agenda:11:** 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 18.09.2014

Agenda	Decision	Action taken
1. Confirmation of minutes of meeting of IQAC held on 29.04.2014	Members confirmed the minutes of meeting held on 29.04.2014	-----
2. Action taken report on the decision taken in the last meeting of IQAC.	The report regarding decisions taken in last meeting has been accepted.	-----
3. Purchase of Smart Interactive Board to be installed in the Department of Chemistry and Physics	<p>This item has been discussed in detail. It is found that no proposal from the concerned Head of Department of Chemistry and Physics has been received. Therefore appropriate demand should be sent along with proper justification from respective Head of Departments. Along with that explanation regarding funds for the purpose should be made.</p> <p>Along with suggestion for a creation of a monitoring committee for appropriate functioning of exiting instruments within the different departments of the college was also made.</p>	So far no proposal has been received from Chemistry or Physics Departments due to lack of rooms for the purpose of Smart Interactive board.
4. Cleanliness awareness drive.	<p>Members unanimously endorsed the proposal for promotion of cleanliness awareness drive to be carried out by NSS wing of college. However, they disapproved the idea of installation of banners related to the subject within the college.</p>	College has started various cleanliness drives including "Swaksha Kashi-Harit Kashi" under Fusion Programme.
5. Introduction of "Rajarshi Memorial Lectures" by individual departments.	<p>Members endorsed the idea of conductance of "Rajarshi Memorial Lectures" by individual departments. They however emphasized to the earliest conduction of "Rajamath Singh Memorial Lecture" on a college level. The suggested eminent speaker was: Prof. A.K. Srivastava, Director, NDRI, Karnal.</p>	Compliance pending. College will try to conduct "Rajarshi Memorial Lectures" in this year.
6. Encouraging students to learn one regional or any foreign language.	<p>Members suggested for prioritizing the need of strengthening of Indian Language Centre of our college first. Secondly they opined to create awareness among students as to why they should learn a foreign language. Individual stops on behalf of faculty members to create a interest in other regional languages was emphasized.</p>	Students are being encouraged to learn one regional or any foreign language. Many students are learning regional languages at "Bhartiya Bhasha Kendra" at Udaï Pratap College centre of U. P. Govt.
7. Action Plan for the sessions 2014-15	This agenda was withdrawn.	-----


 Coordinator