

Minutes of the 3rd meeting of IQAC, 2014-15

The *third* IQAC meeting for Academic Session 2014-15 was held on 27/01/2015 at 02:00 p.m. in chamber of Principal, DAV PG COLLEGE under Chairmanship of Dr. S. D. Singh, Principal, DAV PG College, Varanasi.

Members Present:

1.	Dr. S. D. Singh	Principal	DAV PG College
2.	Sri Vikas Malviya	Joint Secretary	DAV PG College
3.	Prof. Anil Kumar Singh	Ex-Principal	Hindu P.G College, Zamania
4.	Sri Akhilesh Khemka	Industrialist	Varanasi
5.	Dr. A. K. Mishra	Associate Professor	Commerce
6.	Dr. O. N. Dubey	Associate Professor	Commerce
7.	Dr. A. K. Srivastava	Associate Professor	Political Science
8.	Dr. S. B. Singh	Associate Professor	Political Science
9.	Dr. Vikramaditya Rai	Assistant Professor	Sociology
10.	Dr. Indrajeet Mishra	Assistant Professor	English
11.	Kunwar S. S. Singh		Administrative Official
12.	Sri Ashwini Srivastava		Administrative Official
13.	Dr. P. K. Sen	Member Secretary	IQAC

Padma Bhushan Pandit Raajan Mishra, Vocalist and Sri Srinath Tripathi, Senior Advocate could not attend the meeting.

The meeting started with welcome note to all IQAC members, especially to Principal Sir, Joint Secretary and the external members from society by Dr. P. K. Sen, Member Secretary- IQAC. The following agenda items were discussed during the meeting:

Agenda item No. 01: *the minutes of the second IQAC meeting held on 17/11/2014 were confirmed by the IQAC members*

Agenda Item No. 02: Collection of data related to IQAC activities: *Even though a lot has been achieved by the College in all spheres of academic, administrative, and financial aspects, these could not be highlighted for want of proper documentation. A definite master plan for documentation has to be charted out immediately. The IQAC shall take initiative for distributing the data collected through IQAC uniformly in the AQAR, Annual Report and the Report to the Principal.*

The Coordinator, IQAC shall be vested with all powers to call for all data related to IQAC activities.

The Coordinator / Director, IQAC shall:

A) Submit a master plan for documentation of College records, for presentation before NAAC and other external agencies.

B) Link and distribute data collected uniformly in the Annual Report.

Agenda Item No. 03: Seminar on quality: *IQAC to organize, seminar for creating awareness on the importance of accreditation of NAAC and other external agencies among the College teachers, students and non-teaching staff, once in a year. The Coordinator / Director, IQAC shall take initiatives towards conducting a one day seminar focusing on quality, excellence etc., and for creating awareness of the importance of accreditation by NAAC and other external agencies, once in every year.*

Agenda Item No. 04: International Seminar / Conference by Department of archaeology: *The Department of Archaeology is planning to organize an International Seminar / Conference in the college premises in the next session. The IQAC members highly appreciated the initiative taken by the Head of the Department to conduct such a seminar / conference at grand level.*

The meeting ended with a vote of thanks to the Chair.

Dr. P. K. SEN
Member Secretary

Dr. S. D. SINGH
Principal
DAV PG College