

Minutes of the 3rd meeting of IQAC, 2015-16

The *Third* IQAC meeting for Academic Session 2015-16 was held on 20/01/2016 at 02:00 p.m. in the Conference Hall, Old Building, DAV PG COLLEGE under the Chairmanship of Dr. S. D. Singh, Principal, DAV PG College, Varanasi.

Members Present:

1.	Dr. S. D. Singh	Principal	DAV PG College
2.	Prof. Anil Kumar Singh	Ex-Principal	Hindu P.G College, Zamania
3.	Sri Govind Kejriwal	Industrialist	Varanasi
4.	Dr. Pradeep Kamal	Associate Professor	Commerce
5.	Dr. Mukesh Kumar Singh	Assistant Professor	AIHC & Arch
6.	Dr. Mayank Kumar Singh	Assistant Professor	Economics
7.	Dr. Parul Jain	Assistant Professor	Economics
8.	Dr. Anand Singh	Assistant Professor	Commerce
9.	Sri Shiv Kr. Saxena	Administrative Officer	DAV PG College
10.	Kunwar S. S. Singh	Section Officer	DAV PG College
11.	Sri Mukesh Tripathi	Research Scholar	English
12.	Dr. P. K. Sen	Coordinator	IQAC

Padma Bhushan Pandit Raajan Mishra, Vocalist, Sri Priyank Dev and Dr. Akhilesh Dubey, Associate Professor, Hindi could not attend the meeting.

The meeting started with welcome note to all IQAC members, especially to 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: *Resolved that minutes of 2nd meeting of IQAC be confirmed*

Agenda Item No. 02: *Resolved that the faculty member of the Department of English should draft a proposal for conducting the workshop / seminar / conference containing the complete details related to committees, finance etc to the Principal, DAV PG College within three months.*

Agenda Item No. 03: *It was decided that the faculty members should submit the question papers along with the model answers to the Examinations Cell w.e.f. from the current semester. The*

detailed notification in this regard would be issued by the office of the Principal, DAV PG College.

Agenda Item No. 04: *The Principal, DAV PG College explained the importance of preparation of AQAR in view of the following:*

- *The NAAC is likely to visit our College any time during November, 2016 – February, 2017. The first document that is asked and supposed to be checked by that committee is AQAR.*
- *The AQAR would help in systematic documentation of various activities and important information related to students and employees.*
- *A five-member committee was constituted for the preparation of AQAR as below:*
 1. *Dr. P. K. Sen* *Coordinator, IQAC*
 2. *Dr. Mukesh Kumar Singh* *Member*
 3. *Dr. Mayank Kumar Singh* *Member*
 4. *Dr. Parul Jain* *Member*
 5. *Dr. Anand Singh* *Member*

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