

## Minutes of the 1<sup>st</sup> meeting of IQAC, 2020-21

The *first* IQAC meeting for Academic Session 2020-21 was held in ONLINE mode using Google Meet platform on 04/07/2020 at 01:00 p.m. under the Chairmanship of Dr. S. D. Singh, Principal, DAV PG College, Varanasi.

### Members Present:

S. No.	Name	Designation	Department / Institution
01	Dr. S. D. Singh	Principal	DAV PG College
02	Sri Govind Kejriwal	Industrialist	Varanasi
03	Sri Priyank Dev	Industrialist	Varanasi
04	Dr. S. B. Singh	Associate Professor	Political Science
05	Dr. Mishri Lal	Associate Professor	Sanskrit
06	Dr. Mukesh Kumar Singh	Assistant Professor	AIHC & Arch
07	Dr. Mayank Kumar Singh	Assistant Professor	Economics
08	Dr. Parul Jain	Assistant Professor	Economics
09	Dr. Anand Singh	Assistant Professor	Commerce
10	Dr. Taru Singh	Assistant Professor	Commerce
11	Kunwar S. Shekhar	S. O. (Admin.)	DAV PG College
12	Mr. Surjeet	P. A. to Principal	DAV PG College
13	Sri Anuj Kumar Singh	Research Scholar	AIHC & Arch

Sri Govind Kejriwal 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:** *The members of the committee were of the opinion that keeping the corona pandemic and the online admission procedure adopted by BHU in mind, the college must constitute different committees comprising of both teaching and non-teaching staff to facilitate the online admission procedure. Dr. Parul Jain advised that three different committees should be formed for the Faculty of Arts, Faculty of Social Sciences and Faculty of Commerce and staffs having good knowledge of computers should be given priority in such committees. The matter was discussed in detailed and it was finalised that:*

- 1. Three separate committees will be constituted for the Department of Arts, Social and Commerce respectively*
- 2. Staff having knowledge of computers will be included in all the three committees*
- 3. College will provide masks, sanitizers and other necessary things to all the staffs engaged in inline admission duty*

**Agenda Item No. 02:** *Dr. S. D. Singh, Principal - DAV PG College informed all the members of IQAC that, till date more than 1000 videos have been uploaded on College youtube channel by the faculty members and appreciation for the same was given by UGC Chairman to the college. He was extremely satisfied with the positive approach of all the faculty members regarding taking online classes. But he was also of the opinion that the same must be continued for this session also and all faculty members must engage the classes of 2nd and 3rd year students during this session. Dr. Singh was of the opinion that in this corona pandemic we must engage our students and in no case the academic activities should be hampered.*

**Agenda Item No. 03:** *the members discussed upon the matter in detail and were of the opinion that during this pandemic period, all the departments of the college must:*

- 1. Conduct webinars on relevant themes*
- 2. Conduct online quiz programmes*
- 3. Conduct online orientation programmes for the newly admitted students of session 2020-21*

**Agenda Item No. 04:** *Resolved that the college website should be upgraded and:*

- 1. Online Admission forms for session 2020-21 must be uploaded*
- 2. Helpline number & college email should be updated so that in case of any problem, the students may make enquiry*
- 3. All the IQAC minutes, agenda and notices should be uploaded properly*

**Agenda Item No. 05:** *The matter was discussed in detailed and keeping the next NAAC visit in mind, all the members were of the opinion to appoint Dr. Parul Jain as IQAC Coordinator and Dr. P. K. Sen as the advisor of IQAC.*

*In this respect Dr. S. D. Singh, Chairman of IQAC highly appreciated the contribution of Dr. P. K. Sen as the coordinator of IQAC and gives his best wishes to Dr. Sen & Dr. Parul Jain for their future roles.*

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

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**Dr. P. K. SEN**  
Member Secretary

**Dr. S. D. SINGH**  
Principal  
DAV PG College