

## Minutes of the 4<sup>th</sup> meeting of IQAC, 2020-21

The 4<sup>th</sup> IQAC meeting for Academic Session 2020-21 was held in ONLINE mode using G-Meet platform on 07/04/2021 at 02:00 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. Anand Singh	Assistant Professor	Commerce
09	Dr. Taru Singh	Assistant Professor	Commerce
10	Kunwar S. Shekhar	S. O. (Admin.)	DAV PG College
11	Mr. Surjeet	P. A. to Principal	DAV PG College
12	Sri Anuj Kumar Singh	Research Scholar	AIHC & Arch
13	Dr. Parul Jain	Coordinator	IQAC

Padma Bhushan Pandit Raajan Mishra could not attend the meeting.

The meeting started with welcome note to all IQAC members, especially to the external members from society by Dr. Parul Jain. The following agenda items were discussed during the meeting:

**Agenda Item No. 01:** The agenda was discussed in detailed and it was decided that:

- The college will make necessary arrangements to provide separate g-mail institutional i.d's to every faculty members so that they can take their online classes on regular basis without facing any kind of difficulty.
- Proper arrangements for taking online-attendance will be done
- Facility to record the online classes will also be provided to the faculty members in those institutional g-mail id's
- Faculty members will be required to send the link of their recorded online classes on the official e-mail of the college on regular basis.

Dr. Mukesh Kumar Singh, Member - IQAC focused on the proper monitoring of the online classes on regular basis. All the members agreed upon the same.

**Agenda Item No. 02:** Dr. S. D. Singh, Principal - DAV PG College informed the members that if the COVID-restrictions are eased by the government in the month of May / June-2021, than the college will appoint / invite two external auditors for conducting the AAA (Academic Administrative Audit). The principal informed the external members from the society that it is a mandatory requirement as per the NAAC and is conducted once in every year for the benefit of the institution.

**Agenda Item No. 03:** Dr. Parul Jain, Coordinator - IQAC informed the members that the Academic Calendar for the upcoming session 2021-22 will be timely prepared and updated on the college website.

**Agenda Item No. 04:** Dr. Parul Jain, Coordinator - IQAC informed all the members that the Alumni Cell of the college will organise ALUMNI MEET - 2021 in the month of July, 2021 in online mode. Dr. Jain also informed the members that Dr. Samir Kumar Pathak, Coordinator - Alumni Cell has done all the necessary arrangements and will very soon declare the dates.

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

**Dr. Parul Jain**  
Member Secretary

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