

Date: 08/05/2026

### Minutes

The *Fourth Quarter* IQAC meeting for Academic Session 2024-25 was held on 08/05/2026 at 02:30 p.m. in chamber of Principal, DAV PG COLLEGE under Chairmanship of Prof. Mishri Lal, Acting Principal, DAV PG College, Varanasi.

#### Members Present:

S. No.	Name	Designation	Department / Institution
1	Prof. Mishri Lal	Acting Principal	DAV PG College
2	Dr. Sangeeta Jain	Professor	English
3	Dr. Rahul	Professor	Commerce
4	Dr. Mayank Kumar Singh	Assistant Professor	Economics
5	Dr. Rajesh Kumar Jha	Assistant Professor	Psychology
6	Dr. Shantanu Saurabh	Assistant Professor	Commerce
7	Kunwar S. Shekhar	A. O.	DAV PG College
8	Mr. Surjeet	S. O. (Admin.)	DAV PG College
9	Sri. Ajeet Kumar Singh	Secretary	DAV PG College
10	Shri Vivek Malviya	Businessman	Varanasi
11	Sri Brijesh Rai	Businessman	Varanasi
12	Sri. Govind Kejriwal	Industrialist	Varanasi
13	Sri.R.K.Choudhary	Industrialist	Varanasi
14	Dr. Parul Jain	Coordinator	IQAC

The meeting started with welcome note to Acting Principal Prof. Mishri Lal, external members from the society and all other IQAC members by Dr. Parul Jain, Coordinator - IQAC. The following agenda items were discussed during the meeting:

#### **Agenda Item No. 01:** *Visit to Department to evaluate documents update*

The IQAC coordinator proposed a series of departmental visit to evaluate the status of document updates for the session 2025-26. Members discussed the need for ensuring files . It was unanimously resolved that a team consisting of IQAC Coordinator and the members will conduct on site departmental audit and each department must present updated NAAC files. This visit would be conducted from 11<sup>th</sup> May to 13<sup>th</sup> may, 2026.

**Agenda Item No. 02: *Feedback analysis***

The IQAC coordinator presented the consolidated Feedback Analysis Report collected from students, teachers, alumni and parents for the current session. It was unanimously resolved to approve the Feedback analysis Report and the feedback committee was instructed to prepare a detailed Action Taken report addressing the gaps identified.

**Agenda Item No. 03: *Website Up gradation***

The chairman emphasized that the institutional website is the primary mirror for the NAAC Peer Team and the stakeholders. The coordinator further emphasized the need to update the college website to ensure all mandatory disclosures which are current. All the college academic and other activities. Along with this departmental profiles also need to be updated reflecting latest faculty achievements and research publications. It was resolved that the departmental secretary of each department would be in charge of up-gradation of data of their respective departments on the website.

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

**Dr. Parul Jain**

**Coordinator-IQAC**

**Prof. Mishri Lal**

**Acting Principal**  
DAV PG College,  
Varanasi