



MAGADH MAHILA COLLEGE

North Gandhi Maidan, Patna 800001

Patna University, Patna

Phone: + 91 (612) 2219454; Mobile: + 91 7261805666

Fax: Fax: +91 (612) 2219454

Website: <https://magadhmahilacollege.org>

Email: info@magadhmahilacollege.org

20th December, 2018

MINUTES OF MEETING

A Meeting of IQAC was held in the Chamber of undersigned on December 20, 2018 at 1:00 PM under the chairmanship of Principal of the College in which the following were present:

| Sl No. | NAME | Designation / Member of IQAC |
|--------|---|--|
| 1 | Prof.(Dr.) Shashi Sharam Chairperson | Principal |
| 2 | Dr. Anju Shrivastava Coordinator IQAC | HoD, Home Science |
| 3 | Dr. Shivesh Ranjan Government Representative | OSD Education Department State Coordinator, RUSA |
| 4 | Dr. Rajan Sinha External Expert | Director, Prof. G P Sinha Centre for Disaster Management and Rural Development, Patna |
| 5 | Mr. Manoj Kumar Sinha Management Representative | Director, Indian Institute of Entrepreneurship Development |
| 6 | Prof. (Dr.) Renu Ranjan Teacher Representative | HoD, Sociology (Retd.) Magadh Mahila College, PU |
| 7 | Dr. Santosh Kumar Teacher Representative | Associate Professor, Physics College of Commerce, |
| 8 | Padmshree Dr. Usha Kiran Khan, Alumna | Eminent Litterateur (Hindi –Maithili) and Historian |
| 9 | Dr. Ratna Purkayastha Stakeholder & Alumna | Ex. Programme Director Doordarshan, Chennai |
| 10 | Dr. Anjum Fatma Member | University Professor HoD, Chemistry, MMC |
| 11 | Dr. Bandana Singh Member | University Professor Dept. of Home Science, MMC |
| 12 | Dr. Pushpanjali Khare Member | Assistant Professor HoD, Botany, MMC |
| 13 | Dr. Abha Sinha Local Society | Master Trainer, Madhubani Printing Certificate Course, MMC |
| 14 | Ms. Divya Bhariti Students' Representative | General Secretary Students' Central Society, MMC |
| 15 | Ms. Ayesha Khatoon Students' Representative | Asst. General Secretary Students' Central Society, MMC |

Following issues were discussed:

1. Initiation for opening Six Months New Certificate Courses in the Academic Year 2020
2. Maintenance and purchase of new equipments for Science Laboratories
3. Welfare Fund for Non-teaching Staff
4. Construction of Recess Lounge for Students
5. Construction of Waiting Lounge for Visitors/ Drivers.
6. Publication of College Annual Report and Handbook

RESOLUTIONS

The Chairperson welcomed the members to the meeting. The minutes of the previous meeting held on 29th September, 2018 was confirmed.

Following resolutions were taken in the meeting:

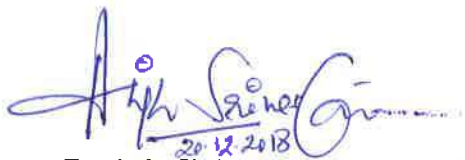
1. It was resolved that proposal for the new courses should be initiated and sent to the Academic Council for its approval.
2. It was resolved that the equipments of the Science Laboratories that needs should be repaired immediately and order for purchasing of necessary equipments should be placed. Proposal for the purchase can be placed in the meeting of College Finance-cum-Development and Purchase Committee.
3. It was resolved that a non-teaching staff welfare fund to should be opened in the Allahabad Bank, MMC Branch with an amount of Rs.5 lakhs financed by B. Com / BCA / BBA to provide interest free loan to needy employees who are permanent staff of the College. The recovery will be in auto credit mode from their Salary A/C within one year.
4. It was resolved that a Recess Lounge for Students should be constructed along with the Waiting Lounge for Visitors/ Drivers.
5. It was resolved that College Annual Report and Handbook is ready for publication so both should be sent to the publication house for print.

ACTION TAKEN:

1. Upgradation of Automation of Central library services with KOHA Software, OPAC, Bar-coding, Internet, INFLIBNET connectivity and Digital Information Display System has been completed.
2. Proposal to introduce New Certificate Courses has been initiated.
3. Steps for repairing and purchase of equipments have been initiated.
4. An Employee Welfare Fund account opened in the campus Allahabad Bank.
5. Construction work of a Recess Lounge for Students along with the Waiting Lounge for Visitors/ Drivers should be initiated.

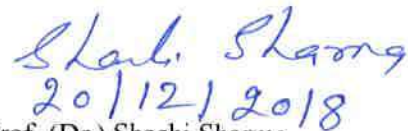
6. College Annual Report and Handbook have been sent to publication house for print.
7. Installation work of Lift for psychically challenged students and staff members has been completed.

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



Dr. Anju Srivastava
Coordinator
IQAC

Coordinator
IQAC, MMC



Prof. (Dr.) Shashi Sharma

Principal
Chairperson, IQAC

Principal
Magadh Mahila College Patna