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# MAGADH MAHILA COLLEGE

Patna University, Ashok Raj Path, Patna- 800001

Phone: + 91 (612) 2219454; Mobile: + 91 72618 05666

Fax: Fax: +91 (612) 2219454

Website: <https://collegedunia.com>patna>Magadh Mahila College>

Email: [info@magadhmahilacollege.org](mailto:info@magadhmahilacollege.org)



An ISO 9001:2015,14001:2015,45001,2018,21001:2018 Certified

18<sup>th</sup> February, 2021

## MINUTES OF MEETING

A meeting of IQAC was held on 18.02.2021 at 2.30 pm in the Chamber of the Principal.  
The following members were present:

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

**Following issues were discussed:**

1. Annual Sports 2021
- Inauguration of New Prefabricated Building
2. Visit of BMG Conformity Assessment Services Pvt. Ltd.
3. First time Online Students' Cabinet Election
4. Preparation of Online Election of Students' Cabinet 2021
5. Venue for online voting is Magadh Mahila College through College portal.
6. Distribution of Election Duties among faculty members and non-teaching staff.
7. Duration for Voting
8. Furnishing of newly built 1<sup>st</sup> floor of Vocational Building with New Benches, Green Boards, Podiums and Notice Boards.
9. Furnishing of newly built prefabricated classrooms, seminar hall and e-library with new benches, green boards, podiums, notice boards and installation of 75 new computers in the new e-library.
10. New Iron Staircase from Ground Floor to Top Floor (Source: Govt. of Bihar.)
11. Construction of New Prefabricated Six AC Classrooms, one AC Seminar Hall and one AC e-Library on the 2<sup>nd</sup> floor of Main Building
12. Upgradation of Computer Lab of BCA Department with installation of 30 new Computers and UPS.
13. Upgradation of Language Laboratory
14. Upgradation of all Science Laboratories
15. 100 MBPS leased line through fiber connection.
16. Purchase of New Server for Central Library
17. Installation of 60 new CCTV Cameras for Ground Floor and 1<sup>st</sup> Floor Class Rooms.
18. Installation of MMC Software
19. Installation of MIS System
20. Approximately 18,000 Sqft vitrified fitting on Ground & 1<sup>st</sup> Floor Classrooms (Source: RUSA)

**RESOLUTIONS**

The Chairperson welcomed the members to the meeting. The minutes of previous meeting held on 22<sup>nd</sup> December, 2020 was confirmed.

Following resolutions were passed in the meeting:

1. It was resolved that Annual Sports will be organized on 20<sup>th</sup> February ,2021 and the Chief Guest of programme will be Smt. Renu Kumari, Dy Chief Minister, Bihar.
2. It was decided that Dy. Chief Minister will also inaugurate the newly built Prefabricated

2<sup>nd</sup> Floor on 20<sup>th</sup> February, 2021.

3. It was decided that Students' Cabinet Election will be held in Online mode on 1<sup>st</sup> April. The Online Election process will be adopted for the first time in the colleges of Bihar.
4. The Election Duties will be assigned to the teachers for conducting the election peacefully.
5. It was resolved that strict Protocol of Corona will be followed during the election. Only three hours (10 am-1pm).will be given to the students to cast their votes online.
6. It was resolved that New Server for Central Library should be purchased.
7. It was decided that 30 new CCTV Cameras should be installed in 1<sup>st</sup> and 2<sup>nd</sup> floor classrooms. Furnishing of newly built 1<sup>st</sup> floor of Vocational Building with new benches, green boards, podiums and notice boards will be also done.
8. Construction of New Prefabricated Six AC Classrooms, one AC Seminar Hall and one AC e-Library on the 2<sup>nd</sup> floor of Main Building should be done on priority basis.
9. It was resolved that upgradation of Computer Lab of BCA Department with installation of 30 new Computers and UPS including Language Laboratory should be done.
10. It was resolved that furnishing of newly built prefabricated classrooms, seminar hall and e-library with new benches, green boards, podiums, notice boards and installation of 60 new computers in the new e-library should be completed soon.
11. The faculty members and staff should be informed about the visit of BMG Conformity Assessment Services Pvt. Ltd. accredited by UAF for the compliance in India will come to assess the institution on the laid criteria of United Accreditation Foundation (UAF), USA, in accordance with the requirements of the management system.

#### ACTION TAKEN

1. The date of Online Students' Election has been decided on 1<sup>st</sup> April, 2021.
2. Student Cabinet Election has been notified.
3. Election Duties have been assigned to the faculty members and the staff.
4. Purchase of New Server for Central Library initiated.
5. Steps for upgradation of Computer and Language lab initiated.
6. Process of the Purchase of furnishing materials for Class Rooms, Seminar Hall and e-library initiated.

The meeting ended with vote of thanks.

*Punam Kumari*  
18.02.2021  
**Dr. Punam Kumari**  
Coordinator  
IQAC  
Coordinator  
IQAC, MMC



*Shashi Sharma*  
18/02/2021  
**Prof. (Dr.) Shashi Sharma**  
Principal  
Chairperson, IQAC  
Principal  
Magadh Mahila College, Patna