

The meeting was conducted in the newly inaugurated conference hall, headed by the Principal in the presence of all teaching and non-teaching office staff. The focus of the meeting was on the following points:

1. Conference Room / IQAC Room Friction: The newly built conference room was inaugurated on March 15, 2023 for the purpose of conducting meetings. The sixth IQAC meeting was the first meeting in this room. In the previous year, the college had certain modifications promoting the attributes of acceptance, accommodation and adjustment.
2. Concluding Even Semester: The academic session 2022-23 is almost towards the end, the classes would continue till April 29th, 2023. Syllabus of all subjects to be concluded till then. Internal assessment to be completed and those with less attendance to be corrected from the beginning of session.
3. Feedback System: As per the IQAC and NAAC, feedback system needs to be developed. The feedback would be collected from teachers, students and alumni, regarding teacher's performance quality and also facilities in the college. The feedback form would be available on the website and also through Google form. The team responsible for the same would include IQAC members, Ms. Pratibha, headed by Dr. Rajeev Mishra.
4. Accessibility to Website: With the technological advancements, students should be encouraged to make proper use of website for all kinds of informations related to the college.



5. Highlighting Teacher's Achievements: Each and every achievement by the teacher (eg. awards, paper publication, book publication) should be reported in common official groups and the website too. The incharge teachers for the same would be Ms. Nishtha & Ms. Shivani.

6. Planning Alumni Meet: Alumni meet should be planned each year by each faculty (Arts, Education, Science). All old students group needs to be active. Dr. Mahima, Dept of Education would be the coordinator with different faculty incharges: Dr. Mahima & Ms. Namita (Education), Dr. Tulika & Dr. Karak (Arts), Dr. Vandana & Dr. Agnes Flora (Science).

7. Lesson Plan For Each Month: Lesson plan from teacher's side seems essential for semester system. So, next semester onwards teachers would present monthly lesson plan on first class day of the month.

8. Student's Achievement (esp. Attendance): To encourage the students, positive reinforcement should be adopted time-to-time from the next semester, 100% attendance and 0% attendance in each month by a student would be reported by the incharge teachers: Arts (Dr. Nisha, Ms. Shweta), PG (Ms. Binicy), Science (Ms. Kopal, Ms. Marya), Education (Ms. Shalini).

9. Parent-Teacher's Meeting: The teachers should meet or call the parent/guardian to inform about student's performance, not just complain but also appreciation.

10. Extension & Social Activities: The department of Education should conduct extension and social activities in coordination with NSS unit & Eco Club of the college.

11. Scholarship for Poor Students: The teachers should identify the poor students who are really in need of scholarship or financial help. The college itself could finance the education of few students.

12. NAAC Cycle: The college has successfully completed ~~four~~ three AQAR report submissions and is preparing to submit the fourth AQAR report for the session 2022-23. Soon after, the IQAC team would work for the SSR report of NAAC.