

Agenda of the first meeting

- 1) NSS enrollment and **camp** organization.
- 2) Discussion on SC and minority Scholarship.
- 3) How to make students aware of **Anti-ragging and drug problem**.
- 4) To motivate students to attend and more classes and maintain their attendance .

Agenda of the Second meeting

- 1) Making action plans of next semester
- 2) Adjustment of **time table**, so that students who are weak can be taught giving extra time.
- 3) **Career counseling**, planning for students **jobs, Organizing Job Festival** so that students can be exposed to good and healthy atmosphere and they should be able face the world by their soft skills.
- 4) Many type of festivals are to be celebrated in the college **IT fest, commerce fest**.

Agenda of the Third meeting

- 1) Every department has planned **activity** in which students showed their interest and enthusiasm.
- 2) **DASTAK** programs were organized in the college in which students can directly interact with the principal. listening to their problems and solving them.
- 3) Discussion are done to make the campus **handicapped friendly**.
- 4) Please upload, minutes of meetings and action taken report.
- 5) Discussion was done to use the grant under HE24 Scheme for the boundary walls.

Agenda of the Fourth meeting

In this meeting general discussion about the improvement of the college was done.

Agenda of the Fifth meeting

■ **Our Colleges IQAC along with the principal planned many activities and programs during the session and tried to Implement them.**

- a) **New IT lab** well Equipped with computers and Wifi was constructed.
- b) Various **lectures** were Organized to impart Knowledge to Students according to their field.
- c) **IT Training programme** was also Organized for IT students and rounds of Interviews were Conducted for Students.
- d) IQAC team visited the whole campus and took the note of the broken parts of the campus and made the **agenda to repair the building.**

Agenda of the Sixth meeting

In this meeting the action plan for RUSA proposal was discussed and how to fill the RUSA proposal on portal and what should be the point of emphasis in RUSA.

Action taken report

- 1) Action plan was made to repair the damaged parts of the building and to make boundary wall.
- 2) A chart was made to visit adjoining schools for counseling students to take admission in our college..

- 3) A plan of DASTAK Programs was made to fill the gap between the Principal Teacher and the Students. Orientations plan was also made.
- 4) Activity planner was made and discussed.
- 5) Academic calendar was made for the session.
- 6) Action plan was made to speed up the process of syllabi finishing of all the subjects.