



महाबोधि महाविद्यालय, नालन्दा

MAHABODHI MAHAVIDYALAYA, NALANDA

At + P.O.- Nalanda, Dist.- Nalanda (BIHAR)- 803111

पाटलिपुत्र विश्वविद्यालय, पटना एवं बिहार सरकार से स्थायी सम्बन्धन प्राप्त

यू.जी.सी. से 2(1) तथा 12(13) खंड से निर्बंधित (Registration in 2(1) & 12(13) Section of UGC)

College Code : 415

पत्रांक -

दिनांक / /

Internal Quality Assurance Cell (IQAC)

Minutes of Meeting No.: 03

Date: 21/12/2019

Time: 02:15 P.M.

Venue: IQAC Chamber

Chairperson:

Dr. Arvind Kumar, Principal, Mahabodhi Mahavidyalaya, Nalanda

Coordinator:

Dr. Ramashish Prasad, Assistant Professor, Department of Mathematics

Members Present:

Name	Designation	Role	Signature
Dr. Arvind Kumar	Principal	Chairperson	
Shri Rajendra Prasad	Secretary, Governing Body	Member	
Shri Sanjay Kumar	Sub-Divisional Officer, Rajgir	Management Representative	
Ranjit Kumar	Teacher, Bindih High School	Alumni Representative	
Dr. Anjula Sinha	Assistant Professor, Home Science	Faculty Member	
Dr. Ramanuj Prasad	Assistant Professor, Commerce	Faculty Member	
Dr. Mithlesh Kumar	Assistant Professor, Physics	Faculty Member	
Dr. Mukesh Kumar	Assistant Professor, Chemistry	NAAC Co-Coordinator	
Dr. Ramashish Prasad	Assistant Professor, Mathematics	Coordinator, IQAC	

Agenda:

1. Confirmation of previous meeting minutes
2. Review of completed and ongoing IQAC initiatives
3. Planning of future quality enhancement initiatives
4. Recognition of staff achievements
5. Other matters

Proceedings & Decisions Taken:

1. **Confirmation of Previous Meeting Minutes:**
 - The IQAC Coordinator read out the minutes of the previous meeting.
 - Members noted that many initiatives were in progress.
 - The Chairperson emphasized the need for active involvement of the **Principal** and other faculty to ensure sustained college development.
2. **Review of Completed and Ongoing Initiatives:**
 - The Coordinator highlighted various programs successfully conducted by IQAC:
 - **Personality Development Program** under *Industry-Academia Innovative Practice*
 - **Two-Day Faculty Development Program** on *Best Practices in Teaching & Research*
 - **Capacity Building Workshop** on *Basic and Advanced Excel*
 - **Voter Awareness Program**
 - **Rangoli Competition** organized by the Department of Political Science
 - The Chairperson informed the members about the successful implementation of:
 - The **English Language Laboratory**, inaugurated on **05th November 2019**, along with a workshop on its usage.
 - The **ERP** system for complete office automation, including modules for admission, finance etc. A training workshop was also conducted for staff.
3. **Future Quality Enhancement Work:**
 - It was noted with concern that some faculty members were not adequately focused on their academic development.
 - The **Governing Body (G.B.)** had issued **strict written instructions** for all teaching staff to:
 - Enroll in **Ph.D. programs**
 - Undertake **Refresher/Orientation Courses**
 - Publish books/chapters with ISBN
 - Publish articles in **UGC-CARE journals**
 - Participate in conferences/seminars
 - Incorporate **ICT tools in teaching**
 - Register in the **Alumni Association**
 - Organize academic workshops/seminars before **April 2020**
 - All faculty were urged to take immediate steps in fulfilling these directives.
 - Members requested the **Principal** to initiate:
 - **New Add-on or Certificate Courses**
 - Signing of **new MoUs** with academic or industrial partners
4. **Staff Achievements:**
 - The Coordinator reported that **most faculty members** had shown progress and involvement in institutional activities.
 - However, consistent efforts were still required from all for collective academic growth.
5. **Other Matters:**
 - No additional matters were formally discussed.

Conclusion:

The meeting concluded with a vote of thanks offered by the Chairperson, **Dr. Arvind Kumar**, who acknowledged the contributions of IQAC members and encouraged continued cooperation for academic and institutional excellence.

Signatures:



Dr. Ramashish Prasad

Coordinator, IQAC

Mahabodhi Mahavidyalaya, Nalanda

Coordinator IQAC

Mahabodhi Mahavidyalaya, Nalanda
Nalanda-803111



Dr. Arvind Kumar

Principal & Chairperson, IQAC

Mahabodhi Mahavidyalaya, Nalanda

Principal

Mahabodhi Mahavidyalaya, Nalanda

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