



# 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(B) खंड से नियमित (Registration in 2(1) & 12(B) Section of UGC)

College Code : 415

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### Internal Quality Assurance Cell (IQAC)

Minutes of Meeting No.: 11

Date: 21st March 2022

Time: 11:00 A.M.

Venue: Principal's Chamber, Mahabodhi Mahavidyalaya, Nalanda

Chairperson: Dr. Arvind Kumar, Principal

Coordinator: Dr. Ramashish Prasad, Assistant Professor, Mathematics

#### Members Present:

Name	Designation	Role	Signature
Dr. Arvind Kumar	Principal	Chairperson	
Shri Rajendra Prasad	Secretary, Governing Body	Member	
Shri Sanjay Kumar	SDO, Rajgir	Management Representative	
Mr. Farid Rahman	IT Administrator	Contractual Member	
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 the last meeting
2. Computer literacy, ICT-enabled classes, communication skill program
3. Continuous learning for faculty
4. Alumni meeting and contribution
5. Professional development programs for teaching and non-teaching staff
6. Add-on/Value-added/Certificate Courses
7. Remedial Coaching, Competitive Exam Coaching, Career Counseling, Student Grievances
8. Intellectual Property Rights (IPR)
9. Memorandum of Understanding (MoU)
10. Any other matters

## **Discussion and Resolutions:**

### **Agenda 1: Confirmation of Previous Meeting**

The IQAC Coordinator read the minutes of the previous meeting, and all members expressed satisfaction and confirmed the proceedings.

### **Agenda 2: Computer Literacy, ICT & Communication Skills**

- Teachers will be encouraged to learn basic computer operations including use of PowerPoint for lectures.
- Three new projectors will be procured.
- Software in the language lab will be renewed.
- Each teacher will prepare a minimum of 50 e-content materials (PPTs, videos, etc.) by June 2022.

### **Agenda 3: Continuous Learning**

- Teachers were encouraged to engage in regular academic reading using textbooks, journals, and newspapers to improve teaching quality.

### **Agenda 4: Alumni Meeting & Contribution**

- The Alumni Cell held a meeting prior to Holi.
- It was resolved to register the Alumni Association under Society Act via Ranchi office.
- Efforts to reopen the alumni bank account are underway.
- Alumni are to be encouraged to contribute and support poor students and organize career counseling.

#### **Agenda 5: Professional Development for Staff**

- The software vendor will train teachers and staff on ERP modules available at [crpsariyacollege.ac.in](http://crpsariyacollege.ac.in).

#### **Agenda 6: Add-on/Value-added/Certificate Courses**

- Teachers were urged to identify and propose new courses to enhance student skills.

#### **Agenda 7: Remedial, Competitive Coaching, and Counseling**

- Respective cells were advised to resume activities with full force as offline classes have restarted.
- Grievance redressal mechanisms are to be reactivated and monitored.

#### **Agenda 8: Intellectual Property Rights (IPR)**

- A lawyer has agreed to act as a resource person.
- An online IPR workshop will be organized before the end of March 2022.


#### **Agenda 9: Memorandum of Understanding (MoU)**

- It was discussed and resolved to sign more MoUs with nearby institutions and industries for collaboration.

#### **Conclusion:**

The meeting concluded with a vote of thanks from the Principal. All members appreciated the proactive decisions and pledged their commitment toward timely and effective implementation of all resolutions.

#### **Signatures:**

  
**Dr. Ramashish Prasad**  
Coordinator, IQAC  
Mahabodhi Mahavidyalaya, Nalanda  
Coordinator IQAC  
Mahabodhi Mahavidyalaya, Nalanda  
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**Dr. Arvind Kumar**  
Principal & Chairperson, IQAC  
Mahabodhi Mahavidyalaya, Nalanda

**Principal**  
Mahabodhi Mahavidyalaya, Nalanda  
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