



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

College Code : 415

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### *Internal Quality Assurance Cell (IQAC)*

Minutes of Meeting No.: 15

Date: 14th October 2023

Time: 14:00 P.M.

Venue: IQAC Chamber

Chairperson: Dr. Arvind Kumar, Principal

Coordinator: Dr. Ramashish Prasad, Assistant Professor, Department of Mathematics

#### Preamble:

The meeting was convened on 14th October 2023 at 2:00 PM in the IQAC Chamber. The meeting was chaired by the Principal, Dr. Arvind Kumar, and the coordinator of the IQAC, Dr. Ramashish Prasad, welcomed all members. The following members were present to discuss the agenda and make appropriate decisions.

#### Members Present:

- Dr. Arvind Kumar – Principal (Chairperson)
- Shri Rajendra Prasad – Secretary, Governing Body (Member)
- SDO, Rajgir – Sub-Divisional Officer (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 (IQAC Coordinator)

#### Agenda & Resolutions:

1. **Confirmation of Last Meeting Minutes**  
The minutes of the last meeting (No. 14) were confirmed by all members.
2. **Action Taken Report (ATR)**  
The ATR was reviewed, and the actions taken on the previous meeting's resolutions were discussed. It was noted that progress on some items, including the NIRF submission and language lab software update, was moving forward as planned.

3. **NIRF Data Submission Update**  
The progress on NIRF data collection and submission was reviewed. Dr. Ramashish Prasad confirmed that the required data is being compiled and will be uploaded before the deadline. A follow-up meeting will be scheduled to ensure timely submission.
4. **Organizing Faculty Development Programme (FDP)**  
The task of organizing the Faculty Development Programme (FDP) was reviewed. The Principal, Dr. Arvind Kumar, confirmed that a professor from the parental university would be invited to deliver a lecture and engage with the faculty members.
5. **National Seminar Planning**  
It was discussed that the National Seminar will be organized in hybrid mode, with provisions for both online and offline participation. The seminar's organizing committee will be headed. They are tasked with finalizing the theme and speakers for the seminar.
6. **Green, Energy, and Environment Audit**  
The need to conduct a Green, Energy, and Environmental Audit was reaffirmed. It was decided that the auditing personnel would be invited to perform the audits on-site.
7. **Workshop on Outcome-Based Education**  
Dr. Ramashish Prasad, as the IQAC Coordinator, confirmed that a workshop on outcome-based education will be organized. The workshop is scheduled for the next month and will focus on aligning course outcomes with teaching methodologies.
8. **Capacity Building and Skill Enhancement of Students**  
It was agreed that additional capacity-building activities should be organized to improve student skills. The relevant departments will collaborate to propose and execute skill enhancement initiatives for students.
9. **Language Lab Software Update**  
The update to the language lab software is still pending. will expedite the process of hiring a software provider. Farid Rahman will assist in coordinating the update.
10. **Add-On Courses**  
The process for affiliating and running new vocational/add-on courses was discussed. However, it was noted that there was a delay in the progress, and a follow-up will be made with Dr. Mukesh Kumar regarding this.
11. **Computer Literacy Programme**  
The proposal for organizing a Computer Literacy Programme for students was reviewed. Farid Rahman will coordinate the programme, which will be offered as a short-duration course for interested students.
12. **Other Matters**
  - **NAAC Accreditation:** The upcoming NAAC assessment was discussed. Dr. Mukesh Kumar, the NAAC Co-Coordinator, will begin preparations by reviewing the necessary documents and ensuring the college meets all accreditation criteria.
  - **Alumni Meet:** The Alumni Representative, Mr. Ranjit Kumar, proposed organizing an Alumni Meet to strengthen the alumni network. The members agreed to start planning the event for the next semester.



**Conclusion:**

The meeting concluded with all the members reaffirming their commitment to the tasks assigned and discussing further actions for the smooth execution of the plans. The next meeting was scheduled for 15th December 2023.

**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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