

**MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC),**  
**A.S. COLLEGE, DEOGHAR**

**Date:28/08/20, Friday from 2.00 PM**

**Principal Chamber**

**Agenda:**

1. Review of action taken on the proceedings of the previous meeting.
2. Status of preparation of AQAR for AY 2016-17 to 2019-20.
3. To focus on improving Online Teaching-Learning Skills of Teachers
4. To organize National Webinar on Cyber Security Awareness
5. Discussion on conduct of Internal Tests in online mode
6. Furnishing of Electric wiring and other student support facilities in Hall-9, Campus-2
7. Any Other with the permission of the Chairman.

**Minutes:**

1. The minutes of the previous meeting were read, confirmed and recorded.
2. It was resolved that AQAR's for Previous Academic years 2016-17 to 2019-20 would be prepared as per the format made available by the NAAC on its website. It was also decided to collect criteria wise information from the concerned stakeholders to fill up the most recent AQAR format.
3. It was found that a few teachers are facing technical skill gaps in conducting online classes. It was resolved that IQAC will provide them basic technical skill to install Google classroom, Google meet etc and prepare lecture notes using google dotcoms word, prepare ppt, audio and video lectures. They are also to be made aware of Faculty Development Programmes organized under National Mission on Teachers and Teaching, Department of Education, Government of India, New Delhi by the PMMMNTT Centres on Online Conduct of Classes in ongoing COVID-19 Pandemic to join and to improve their technical skills.
4. It was resolved to organize a National Webinar on Cyber Security Awareness through the NSS Programme to bring awareness among students and teachers on cyber security issues.
5. It was resolved to conduct Internal Tests for all Semesters in online mode for continuous internal evaluation of students as per CBCS based course curriculum.
6. Hall 9 in Campus-2 in Commerce Block requires electric wiring and other classroom facilities for the students. It was resolved to equip Hall 9 with all necessary infrastructural facilities before the offline classes begin.

There being no other point to discuss, the meeting ended with a vote of thanks.

The Following members were present: -

1. Akumar
2. Prakash
3. Asan
4. N. P.
5. Sanjay
6. Prakash
7. Janki N.S.
8. Prakash
9. Prakash
10. Prakash

Anilkumar  
Coordinator

IQAC, A.S. College, Deoghar

Anil Singh  
25/08/2020

Principal

A.S. College, Deoghar  
**PRINCIPAL**  
**A. S. COLLEGE, DEOGHAR**  
**JHARKHAND**