

Internal Quality Assurance Cell (IQAC)

Minutes of Meeting

A meeting of **Internal Quality Assurance Cell (IQAC)** was organized on 02-03-2025 in college campus chaired by principal of the institution **Prof. Pradip Kumar Pandey** at **11:00 AM**.

Following members were present.

Prof. Pradip Kumar Pandey	(Chairman / Principal)
Prof. Vijendra Singh	(Convener) IQAC
Prof. Shamim Rain	(Member)
Dr. Vandana Kumari	(Member)
Dr. Aman Mishra	(Member)
Mr. Lakhan Kumar	(Member / Student Representative)
Shri Shyam Lal Singh Yadav	(Special Invitee Member)
Dr. D.K Dwivedi	(Special Invitee Member)
Mr. Deepak Dubey	(Society Representative)

Agenda-


- i. Purchase of Computer for Principal's Office
- ii. Student Feedback Collection Mechanism
- iii. Research Publication Policy for Faculty
- iv. ICWA sponsored national seminar organization

Decisions Taken: -

- i. **Purchase of Computer (PC) for Principal's Office:** The committee resolved to purchase one desktop computer with printer and uninterruptible power supply (UPS) for the exclusive use of official administrative work in the principal's office.
- ii. **Student Feedback Collection:** It was decided to implement a structured student feedback system for the academic session 2025-26. Feedback shall be collected twice in each semester — once at mid-term and once at the end of the term — covering teaching quality, curriculum relevance, infrastructure, and administrative responsiveness.
- iii. **Research Publication Policy — Monthly / Quarterly Target:** The IQAC resolved to formulate a Research Publication Policy for the institution to ensure regular and quality scholarly output. All permanent and contractual faculty members are encouraged to publish at least one research paper per academic year in UGC Care listed, Scopus indexed, or peer-reviewed journals. Collaborative research, book chapters, and edited volumes shall also be counted toward the publication target.
- iv. Various committees were formed for the smooth conduction of seminar

The Chairman thanked all members for their active participation and constructive suggestions. He urged all members to ensure sincere implementation of the decisions taken. The meeting was adjourned at **01:30 P.M.** with a vote of thanks proposed by the Convener.


(Prof. Vijendra Singh)
Convener IQAC
Coordinator IQAC
Sakaldiha P.G. College, Chandauli
Sakaldiha P.G. College
Sakaldiha- Chandauli


(Prof. Pradip Kumar Pandey)
Chairman IQAC / Principal
Sakaldiha P.G. College, Chandauli