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**Sri Arvind Mahila College, Patna**

Accredited by NAAC with B<sup>+</sup> Grade

(A Constituent Unit of Patliputra University, Patna)

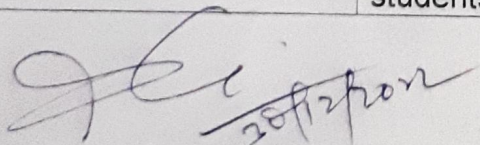


## Internal Quality Assurance Cell

Action Taken Report of IQAC Meeting conducted on 07 December 2022

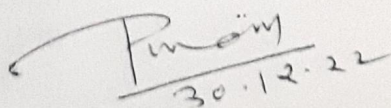
Agenda Item No.	Agenda Item	Resolution	Action Taken
1	Starting of E-Waste Management Cell	In the meeting of the IQAC, it was decided to start an E-Waste Management Cell for which an MOU has already been signed with Karo Sambhaw, an NGO.	As per the resolution, E-Waste Management Cell has been started with the help of Karo Sambhaw, an NGO.
2	Re-starting of Health Centre	In the meeting of the IQAC, it was decided to re-start the Health Centre of the College for providing medical facilities to the students and teachers.	As per the resolution, Health Centre has been re-started.
3.	Cleanliness and formation of a Flower Bed at the College's Main Gate	In the meeting of the IQAC, it was decided that the main gate of the college may be made clean from the dumped garbage of the residents of the Kazipur Road No. 4. It was also decided to establish a flower bed at the main gate of the College.	As per the resolution, the main gate of the college has been made clean and a flower bed has also been established.
4.	Celebration of the College's 63 <sup>rd</sup> Foundation Ceremony	In the meeting of the IQAC, it was decided to celebrate College's 63 <sup>rd</sup> Foundation Ceremony.	As per the resolution, the College's 63 <sup>rd</sup> Foundation Ceremony was celebrated on 23.012.2022. Deputy Chief Minister; Education

			Minister and Hon'ble Vice Chancellor of PPU graced the occasion.
5.	Publication of <i>Smarika</i>	In the meeting of the IQAC, it was decided to publish a <i>Smarika</i> .	As per the resolution, <i>Smarika</i> has been published and launched on 23.12.2022.
6.	To install solar street light.	In the meeting of the IQAC, it was decided to install a solar street light keeping in view of lighting the campus and conservation of energy.	As per the resolution, installation of a solar street light in the campus is in process.
7.	To install a high mast light	In the meeting of the IQAC, it was decided to install a high mast light.	As per the resolution, installation of a high mast light is in process.
8.	To arrange solar water heater for the Hostel	In the meeting of the IQAC, it was decided to provide solar water heater to the students of the hostel.	As per the resolution, providing solar water heaters to the students of the hostel is in process.
9.	Review of ICT Certificate Course	After the outbreak of COVID-19 disease, enrolment in ICT Course is NIL. In the meeting of IQAC, it has been decided to re-start this Certificate, as this course is very essential for the capacity building of the students.	As per the resolution, ICT in-charge was directed to re-start this course. Re-starting of this course is in process.



Co-ordinator  
IQAC

Sri Arvind Mahila College, Patna



Principal

Sri Arvind Mahila College, Patna



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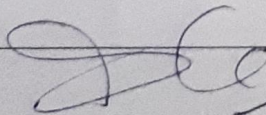


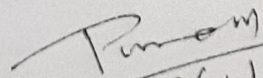
## Internal Quality Assurance Cell

Action Taken Report of IQAC Meeting conducted on 07 September 2022

Agenda Item No.	Agenda Item	Resolution	Action Taken
1	Starting of Hostel Facility for the Students	In the meeting of IQAC, it was decided to start the hostel facilities for the students of this college.	As per the resolution, the hostel facility has been started for the students of this college after the required repairing work.
2	To start Enquiry Counter	In the meeting of the IQAC, it was decided to start an Enquiry Counter so the relevant information should be provided to the students.	As per the resolution, an Enquiry Counter has been started.
3.	Tie up with some organizations for providing skills training to the students for capacity building	In the meeting of the IQAC, it was decided to take steps for providing skills training to the students for their capacity building.	Placement Cell has already been functional and organizing various skills training programs with the help of AISECT, Mahindra (Naandi Foundation) etc.
4.	Subscription of INFLIBNET	In the meeting of the IQAC, a resolution was passed for the renewal of the subscription to INFLIBNET.	As per the resolution, the subscription to INFLIBNET was renewed.
5.	Installation of Smart Boards/Panels	In the meeting of the IQAC, it was decided to make arrangements for Smart Boards/Panels.	Six smart board panels have been installed with the help of the Higher Education Department and Patliputra University, Patna. These panels have been installed in the following places:

			<ol style="list-style-type: none"> <li>1. ICT Lab</li> <li>2. Home Science Lab</li> <li>3. Krishna Sabhagar</li> <li>4. Lingua Lab Building</li> <li>5. Principal Chamber</li> <li>6. Library</li> </ol>
6.	Formation of Students Cabinet	In the meeting of the IQAC, it was decided to form the students cabinet.	As per the resolution, Students Committee was formed on 07.09.2022. Name of the selected students are as under: <ol style="list-style-type: none"> <li>1. Alka Kumari, President</li> <li>2. Kritika</li> <li>3. Diksha</li> <li>4. Swastika</li> <li>5. Pratima Kausik</li> <li>6. Sandhya Kumari</li> <li>7. Anushka Kumari</li> </ol>
7.	To organize Alumni Meet	In the meeting of the IQAC, it was decided to organize an Alumni Meet.	As per the resolution, Alumni Meet was organized on 07.11.2022.
8.	Starting of College Canteen	In the meeting of the IQAC, it was decided to re-start the college canteen.	As per the resolution, the college canteen has been re-started.
9.	Re-starting of Utility Centre	In the meeting of the IQAC, it was decided to re-start the Utility Centre.	As per the resolution, the Utility Centre has been re-started.
10.	Re-installation of Bio-metric Attendance Machines	In the meeting of the IQAC, it was decided to re-install the bio-metric attendance machines for teachers and non-teaching staff.	As per the resolution, the bio-metric attendance machines for teachers and non-teaching staff have been re-installed.

  
 Co-ordinator  
 IQAC

  
 Principal  
 26.12.22

Sri Arvind Mahila College, Patna

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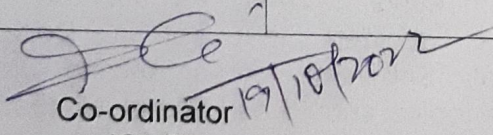


## Internal Quality Assurance Cell

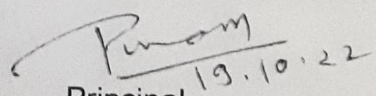
Action Taken Report of IQAC Meeting conducted on 12 May 2022

Agenda Item No.	Agenda Item	Resolution	Action Taken
1.	To sign MOUs with renowned and trustworthy organizations for the development of college and to strengthen the social relationship	In the meeting of IQAC, it was decided to tie up with some renowned and trustworthy organizations for the development of college and to strengthen the social relationship	As per the resolution, an MOU has been signed with Karo Sambhav Pvt. Ltd., an NGO for disposal of Waste Electronic Goods under e-Waste Management in an appropriate method, on 15.07.2022. Further, an MOU has been signed with Empowering Anirvana for running of Certificate Course in Japanese Language & Culture on 03.08.2022.
2.	Tie up with any organization for providing health/medical facilities	In the meeting of IQAC, it was decided to tie up with any renowned and trustworthy health organization/trust for providing health/medical facilities to the students of this College.	As per the resolution, an MOU has been signed with Aasthalok Hospital Pvt. Ltd. for providing health/medical facilities to the students of this College, on 02.06.2022.
3.	To organize National Seminars	In the meeting of IQAC, it was decided that National Seminars on various topics should be organized on regular basis so that the students will be able to enhance their knowledge, skill and awareness on various relevant topics.	As per the resolution, IQAC and Departments are organizing various seminars. Some of them organized by IQAC are as below: 1. National Seminar on Higher Education and Research, on 28.05.2022. 2. National Seminar on Protection of Intellectual Property Rights, on 13.08.2022. 3. A Seminar on E-Waste

			<p>Awareness in collaboration with Karo Sambhav (NGO) on 15.09.2022.</p> <p>4. Prelude Seminar on Emerging India as Global Leader in collaboration with IIPA, New Delhi, on 14.10.2022.</p>
4.	Alumni Registration	In the meeting of the IQAC, it was decided that Alumni Association should be registered with any appropriate body.	<p>As per the resolution, the college alumni association has been made registered with M/o Corporate Affairs under the Companies Act, 2013, on 14.10.2022.</p> <p>The registered association is SRI AMC ALUMNI ASSOCIATION.</p> <p>The Corporate Identity No. is U91990BR2022NPL060321.</p>
5.	Digitalization of Accounts Section	In the meeting of the IQAC, it was decided to digitalize the various records of Accounts Section.	As per the resolution, various records of Accounts Section have been digitalized.
6.	To organize Job Fair	In the meeting of the IQAC, it was decided to organize a Job Fair so that students of this college may get an opportunity to get campus placement.	As per the resolution, a Job Fair was organized on 06.08.2022 and various companies participated in this job fair. Some of the participating companies are: Aasthalok Hospital; Savera Multi Speciality Hospital; Mahindra Pride Classrooms, ICICI Foundation, AISECT and Empowering Anirvana.

  
 Co-ordinator  
 IQAC

Sri Arvind Mahila College, Patna

  
 Principal

Sri Arvind Mahila Collège, Patna



## Internal Quality Assurance Cell

Action Taken Report of IQAC Meeting held on 04 February 2022

Agenda Item No.	Agenda Item	Resolution	Action Taken
1	Monthly News Letter	For proper documentation of various programmes and events organized by the departments of this College, it was decided to publish a monthly News Letter.	As per the resolution, an Editorial Board has been formed and Dr. Shiv Narayan Singh, Professor, Department of Hindi has been appointed as the Chief Editor. The first monthly newsletter was published and launched on 15.03.2022.
2	Supply of Pure Drinking Water	In the meeting of IQAC, it was decided that supplying pure drinking water for students, teachers and non-teaching staff is essential.	As per the resolution, arrangements have been made for pure drinking water. Water Coolers, which were not functional, were repaired. One more water cooler has been installed. Water storage tanks have been made clean. Contracts for annual maintenance of the cleanliness of water storage tanks and water coolers have also been awarded.
3.	Extra-Curricular Activities Calendar	In the meeting of IQAC, it was decided that a Calendar should be prepared each month for organizing extra-curricular activities.	As per the resolution, a Regular Activities Committee has been constituted and Mr. Gopal Kumar, Assistant Professor, Department of Philosophy has been appointed as Convener of this Committee. Further,

			monthly calendars for extra-curricular activities are being prepared by this Committee on regular basis. Reviews of these calendars are also done by the Principal of this College.
4.	Annual Calendar	Sports	<p>For the promotion of sports among the students of this College, it was decided in the IQAC meeting that Annual Sports Calendar should be prepared.</p> <p>As per the resolution, the Sports Committee has been re-constituted and Prof. Anjali Prasad, Professor, Department of History has been appointed as the Sports-In Charge. Sports Calendar for 2022 has been prepared and emphasis has been made on proper adherence to this Calendar.</p>
5.	Constitution of Different Committees and Cells		<p>For the smooth functioning of the College Administration, it was decided in the IQAC meeting that different committees and cells of this College should be re-constituted and new cells, wherever applicable, should be formed.</p> <p>As per the resolution, the following committees and cells have been constituted and re-constituted:</p> <ol style="list-style-type: none"> <li>1. Development Committee</li> <li>2. Building Committee</li> <li>3. Health Centre</li> <li>4. Media Cell</li> <li>5. RUSA</li> <li>6. Hostel Committee</li> <li>7. Peer Teaching Cell</li> <li>8. Admission Committee</li> <li>9. Sports Committee</li> <li>10. Cultural Committee</li> <li>11. Complaint and Suggestion Cell</li> <li>12. Editorial and Publication Committee</li> <li>13. Garden Committee</li> <li>14. Career Counseling and Placement Cell</li> </ol>



15. Research Committee
16. Sale and Purchasing Committee
17. Regular Activities Committee
18. Website Committee
19. SC & ST Cell
20. OBC Cell
21. Anti-Ragging Cell

6. Smooth supply of Electricity in the College Campus

In the meeting of IQAC, interruption in the supply of electricity in the campus was discussed and keeping in view the importance of the smooth supply of electricity it was decided that an electrician should be engaged. It was also decided to change the old wires.

As per the resolution, for smooth supply of electricity in the College Campus, an electrician has been engaged. Moreover, old wires have also been changed.

7. Installation of CCTV Cameras

For better security purposes, it was decided in the IQAC meetings that high-resolution CCTV cameras should be installed with coverage of almost all areas of the campus.

As per the resolution, for better security purposes high resolution CCTV Cameras have been installed with coverage of almost all areas of the campus.

8. Maintenance of Gym

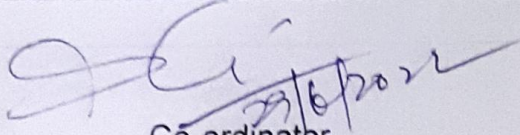
In the IQAC meeting, it was discussed that in the absence of proper maintenance, some equipment of Gym are not functional and they require repairing work. It was decided that necessary steps

As per the resolution, various equipment of Gym has been repaired.

		should be taken in this regard so that the facility of Gym may be provided to the students without any interruption.	
9.	Herbal Garden	In the IQAC meeting it was decided to develop a herbal garden which will not only add the beauty of the campus but also serve educational purposes for Botany students.	As per the resolution, a garden committee has been constituted and Dr. Reeta Singh, Department of Botany has been appointed as In-charge of this Committee. Development of Herbal Garden has also been done.
10.	Installation of Central Notice Board	In the IQAC meeting, it was decided to install a Central Notice Board so that all information related to academic and extra-curricular activities may be displayed at one place.	As per the resolution, Central Notice Board has been installed and all concerned officials have been directed to display a copy of Notice on that board.
11.	Renovation of the Buildings of the Science Block and Science Labs	In the meeting of IQAC, it was decided to make arrangements for the renovation of the buildings of Science Block including Science Labs.	As per the resolution, the renovation work of the buildings of Science Block including Science Labs has been done.
12.	Installation of Solar Power Plant	In the meeting of IQAC, it was decided to install Solar Power Plants keeping in view the conservation of energy.	As per the resolution, Solar Power Plant has been made installed on the roof of the College's Administration Building.
13.	Installation of Rain Water Harvesting	In the meeting of IQAC, it was decided that to conserve rainwater, a Rainwater Harvesting system should be installed.	As per the resolution, Rain Water Harvesting system has been made installed and is functional.

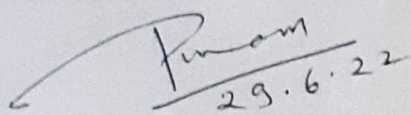
Renovation of both of the Principal Chambers	In the meeting of IQAC, it was decided to make arrangements for renovation of both of the Principal Chambers.	As per the resolution, renovation work of both of the Principal Chambers have been done.
15. Apply for New Courses i.e., PG in Science Streams; BLIS and B. Com (Self Finance Mode)	<p>In the meeting of IQAC, it was decided to send the proposal for starting the following new courses in this college to the University for the approval:</p> <ol style="list-style-type: none"> <li>1. PG in Botany</li> <li>2. PG in Chemistry</li> <li>3. PG in Mathematics</li> <li>4. PG in Physics</li> <li>5. PG in Zoology</li> <li>6. BLIS</li> <li>7. B.Com (in self finance mode).</li> </ol>	<p>As per the resolution, the proposals for starting the PG courses in Botany, Chemistry, Mathematics, Physics and Zoology; BLIS and B.Com (in self finance mode) were sent to the University for sanction and approval. The university has accorded its approval for starting the PG Courses in Botany, Chemistry, Mathematics, Physics and Zoology with intake capacity of 30 in each courses vide its notification No.R/PPU/1350/22 dated 25.06.2022. Further, the university accorded its approval for starting BLIS course with intake capacity of 60 vide its notification No.R/PPU/1735/22 dated 03.08.2022. Moreover, the university accorded its approval for starting B.Com (in Self Finance Mode) course with intake capacity of 120 vide its notification No.R/PPU/ 1386/22 dated 27.06.2022.</p>
16. To start Peer Teaching Cell	In the meeting of IQAC, it was decided to start a peer teaching cell should be started where students, teachers and non-	As per resolution, Peer Teaching Cell has been constituted and Dr. Ferzana Aslam, Department of Urdu has been appointed as its Co-ordinator.

	teaching staff may learn computer skills with the help of the students who are well versed with this skill.	
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Co-ordinator  
IQAC

Sri Arvind Mahila College, Patna



Principal

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