

MILLAT COLLEGE

DARBHANGA

INTERNAL QUALITY ASSURANCE CELL
(IQAC)

MEETING NO - 02/2018-19

Dated: 06/05/2019



Millat College

DARBHANGA- 846004 (BIHAR)

(A Constituent unit of L.N. Mithila University, Darbhanga)



No. MCD/

Principal

Date

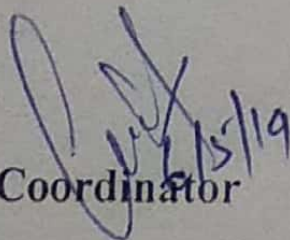
NOTICE

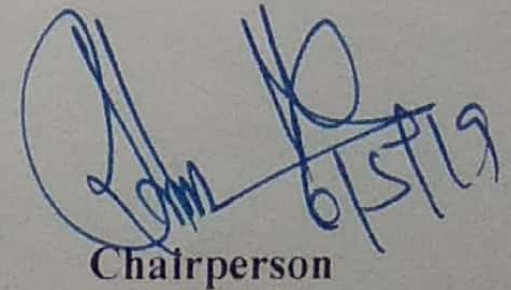
Date: 06/05/2019

It is hereby informed to the member of the IQAC of the College a meeting will be held on 14/05/2019, Saturday in the **Dr. A P J Abdul Kalam Multipurpose Hall** at 11:00 am to discuss the items of the agenda given below. Therefore, all members are requested kindly to make it convenient to attend the meeting.

Agenda:

1. Address by the Chairperson of IQAC
2. Confirmation of the minutes of last meeting
3. College Annual convocation
4. Preparation for New Academic Session
5. Miscellaneous by the permission of Chair.


Coordinator


Chairperson

Minutes of the Meeting

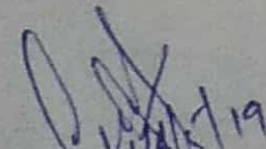
Date: 14/05/2019

A Meeting of Internal Quality Assurance Cell (IQAC) of the College was held today on 14/05/2019, Saturday at 11:00 am in the Dr. A P J Abdul Kalam Multipurpose Hall. The meeting was presided over by the Chairperson of the IQAC.

Agenda:

- Address by the Chairperson of the IQAC
- Confirmation of the minutes of last meeting
- College Annual convocation
- Preparation for New Academic Session

<u>Members of IQAC</u>	<u>Signature</u>
1. Dr. Md. Rahmatullah	Chairperson, Principal
2. Dr. Mudasir Hassan Bhat	Coordinator
3. Prof. Shahnaz Begam	Member
4. Dr. Iftekhar Ahmad	Member
5. Dr. Ayaz Ahmad	Member
6. Dr. M. C. Mishra	Member
7. Dr. Soma Kolay	Member
8. Dr. Ataur Rahman	Member
9. Mr. Kaleem J. Muzaffar	Member, S. O. In-charge
10. Mr. N. K. Mehra	Member, Accountant In-charge
11. Md. Abdullah	External-Member, Local Community


Coordinator


Chairperson

Agenda and Action Report

ITEM No. 1

The Chairperson addressed the meeting on the College Annual Convocation and discussed the program and formalities.

ITEM No. 2

The decisions taken in last meeting and progress were discussed.

ITEM No. 3

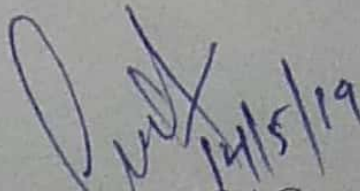
The committee discussed in detail the preparations for Annual convocation and role and responsibilities of members were discussed. The committee appreciated the active role and responsibility of college staff in makes Convocation a grand success.

ITEM No. 4

The committee discussed the preparations for new academic session. Various decisions regarding smooth conduct of admission and verification process were discussed. The admission committee was asked to prepare guidelines for admission process for awareness and benefit of the students.

The meeting ends with vote of thanks by the chair.


14/5/19
Chairperson


14/5/19
Co-ordinator IQAC