

PATNA WOMEN'S COLLEGE

AUTONOMOUS

Patna University

3rd Cycle NAAC Accredited at A Grade with CGPA 3.58/4

‘College with Potential for Excellence’ (CPE) status accorded by UGC

Minutes of the **IQAC Meeting** held on **25.01.2022** at **1:00 P.M.** in the Lucile Memorial Hall.

Agenda:

- AQAR/NIRF Submission
- IQAC External Review team visit
- College Uniform
- Adjustments of Winter Holidays
- Any Other

Sl.No	Members	Attendance
1	Dr. Sister M. Rashmi A.C. (Chairperson)	Present
2	Dr. Sister M. Tanisha A.C	Present
3	Prof. Shahla Yasmin	Present
4	Prof. Ameeta Jaiswal	Present
5	Dr. Sahar Rahman	Present
6	Dr. Bhawna Sinha	Present
7	Dr. Aprajita Krishna	Present
8	Dr. Sister Celine Crasta A.C.	Present
9	Dr. Soofia Fatima	Present
10	Dr. Upasana Singh	Present
11	Dr. Sister M. Stuti A.C.	Absent
12	Ms. Manisha Prasad	Present
13	Dr. Pallawi	Present
14	Sister M. Jincy A.C.	Present
15	Controller of Examination	Present
16	Librarian, Central Library	Present
17	Mr. A.K. Sinha	Present
18	Dr. Iti Suman	Absent

19	Ms. Richa Vatsayan	Absent
20	Ms. Reeya Prakash (Premier - Students Council)	Absent
21	Mr. Alok John	Present
22	Dr. Amrita Chowdhury (Coordinator)	Present

The meeting started with a short prayer and then, the points of agenda for the meeting were taken up.

It was conveyed by the Coordinator IQAC that the preparation of **AQAR** for the **Year 2020-21** is nearing completion and will be submitted shortly.

For **NIRF 2021-22**, data collection for various parameters is going on.

It was communicated by the Chairperson that IQAC can conduct the IQAC External Review team visit in the end of March or first week of April, 2022.

It was stated that there will be some changes in the uniform of students. As per the discussions with the students council and Coordinators, the new dress code will be applicable for the freshers from the coming Academic session.

It was conveyed by the Chairperson that the Governing has approved the adjustment of winter holidays.

It was advised to see the regular update of College website. It was also stated that recently some important tabs were added to the website – Research Tab, Publication Tab and Policies.

For the improvement in the NIRF ranking, it is very important to enhance the perception and publicity about our Institution. Website could be an effective medium for this purpose.

M. Rashmi

Chairperson

A. Chowdhury

Coordinator – IQAC

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Minutes of the **IQAC Meeting** held on **12.02.2022** at **2:00 P.M.** in the Lucile Memorial Hall.

Agenda:

- NAAC preparation workshop in March
- Organization of Webinars/Conferences by the Departments
- Submission of AQAR/NIRF/AISHE
- Any Other

Sl.No	Members	Attendance
1	Dr. Sister M. Rashmi A.C. (Chairperson)	Present
2	Dr. Sister M. Tanisha A.C	Present
3	Prof. Ameeta Jaiswal	Present
4	Dr. Shobha Shrivastava	Present
5	Dr. Sahar Rahman	Present
6	Dr. Bhawna Sinha	Present
7	Dr. Aprajita Krishna	Present
8	Dr. Sister Celine Crasta A.C.	Absent
9	Dr. Soofia Fatima	Present
10	Dr. Upasana Singh	Absent
11	Dr. Sister M. Stuti A.C.	Absent
12	Ms. Manisha Prasad	Present
13	Dr. Pallawi	Present
14	Sister M. Jincy A.C.	Present
15	Controller of Examination	Present
16	Librarian, Central Library	Present
17	Mr. A.K. Sinha	Present
18	Dr. Iti Suman	Present

19	Ms. Richa Vatsayan	Present
20	Ms. Reeya Prakash (Premier - Students Council)	Present
21	Mr. Alok John	Present
22	Dr. Amrita Chowdhury (Coordinator)	Present

The meeting started with a prayer. The points of agenda were taken up.

The Chairperson communicated to the members that a **RUSA sponsored Six day Workshop on "Capacity Building for IQAC Functioning and Accreditation Process"** will be conducted by **IQAC from 10th to 15th March, 2022.**

The preparation has started by the Coordinators regarding the workshops sessions and resource persons. It was also communicated that the workshop will be meant for all IQAC members and selected teachers and staff of our College.

The Heads of the Departments will be instructed to organize seminars, webinars, conferences, mainly of paper presentations.

It was communicated by the Coordinators IQAC that the reports of NAAC AQAR 2020-21, NIRF 2021 and AISHE have been submitted.

It was communicated by the Chairperson that Annual Report 2020-21 will be in a different format and it will include a separate section named Corona Crusaders.

In the end of the meeting it was announced that in the month of February 2022, a teachers outing to Rajgir will be organized by the IQAC.



Chairperson



Coordinator – IQAC

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Minutes of the **IQAC Meeting** held on **23.02.2022** at **11:00 A.M.** in R & D Cell, Patna Women's College

Agenda:

- Upcoming IQAC Workshop
- Duty for the members
- India Today Ranking report submission
- Any Other

Sl.No	Members	Attendance
1	Dr. Sister M. Rashmi A.C. (Chairperson)	Present
2	Dr. Sister M. Tanisha A.C	Present
3	Prof. Ameeta Jaiswal	Present
4	Dr. Shobha Shrivastava	Present
5	Dr. Sahar Rahman	Present
6	Dr. Bhawna Sinha	Present
7	Dr. Aprajita Krishna	Present
8	Dr. Sister Celine Crasta A.C.	Present
9	Dr. Soofia Fatima	Present
10	Dr. Upasana Singh	Present
11	Dr. Sister M. Stuti A.C.	Absent
12	Ms. Manisha Prasad	Present
13	Dr. Pallawi	Present
14	Sister M. Jincy A.C.	Present
15	Controller of Examination	Present
16	Librarian, Central Library	Present
17	Mr. A.K. Sinha	Present
18	Dr. Iti Suman	Absent

19	Ms. Richa Vatsayan	Absent
20	Ms. Reeya Prakash (Premier - Students Council)	Absent
21	Mr. Alok John	Present
22	Dr. Amrita Chowdhury (Coordinator)	Present

The meeting started with a prayer and the points of the agenda were taken up.

It was communicated by the Chairperson that the Resource Persons have been finalized for the upcoming workshop scheduled to be held offline from 10th to 15th March, 2022. Depending upon the nature and subject of each NAAC Criterion, the list for participating teachers and staff has been prepared. Accordingly, the participants will be attending the workshop.

The members of the IQAC were assigned with duties for the upcoming event. It was also communicated that the compering / moderation of the workshop sessions will be done by IQAC Members.

The Chairperson conveyed that the application has been submitted for MDRA-India today Ranking of Colleges 2022 in the categories of Arts and Science.

M. Rashmi me

Chairperson

A. Chowdhury

Coordinator – IQAC

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Minutes of the IQAC Meeting held on 07.07.2022 at 1:30 P.M. in R & D Cell, Patna Women's College

Agenda:

- Celebration of Azadi ka Amrit Mohatsav
- Faculty Induction Programme
- AQAR 2021-22
- NAAC SSR Preparation
- Any Other

Sl.No	Members	Attendance
1	Dr. Sister M. Rashmi A.C. (Chairperson)	Present
2	Dr. Sister M. Tanisha A.C	Present
3	Prof. Ameeta Jaiswal	Present
4	Dr. Shobha Shrivastava	Present
5	Dr. Sahar Rahman	Present
6	Dr. Bhawna Sinha	Present
7	Dr. Aprajita Krishna	Present
8	Dr. Sister Celine Crasta A.C.	Present
9	Dr. Soofia Fatima	Present
10	Dr. Upasana Singh	Present
11	Dr. Sister M. Stuti A.C.	Present
12	Ms. Manisha Prasad	Present
13	Dr. Pallawi	Present
14	Sister M. Jincy A.C.	Present
15	Controller of Examination	Present
16	Librarian, Central Library	Absent

17	Mr. A.K. Sinha	Present
18	Dr. Iti Suman	Present
19	Ms. Richa Vatsayan	Absent
20	Ms. Shambhavi Kashyap (Premier - Students Council)	Present
21	Mr. Alok John	Present
22	Dr. Amrita Chowdhury (Coordinator)	Present

The meeting started with a prayer and the points of agenda were taken up.

The Chairperson stated that the 75 years of Independence is being celebrated under the tag line "Azadi Ka Amrit Mahotsav (AKAM)". The departments are already conducting activities under AKAM. Besides the departmental activities, at College level a 15 – day long programme is to be organized in the first half of August. For this purpose, the Cultural committee and the Department of Political Science are working together. It was also conveyed that this year on 15th August all the teachers and some selected students will come for the flag hosting. A short programme will be held.

A Faculty Induction Programme for the newly appointed teachers will be organized to orient them to the Institutional culture and Professional Ethics. The IQAC will conduct the programme in July itself.

The work on AQAR 2021-22 is going on, though NAAC has not announced any date. The work on hyperlinks and other metrics for NAAC – SSR will begin from August and have to be completed by December, 2022. It was conveyed by the Chairperson that a Core Committee will be constituted to undertake the exercise.

Under the Central Government's "Ek Bharat Shrestha Bharat" scheme, Patna Women's College has been nominated as the Nodal Institution for the State of Bihar. Patna Women's College has been paired with the states of Tripura and Mizoram. The Chairperson communicated to the members that the teachers and students of our College were asked to visit Tripura Central university for an Exchange programme in June 2022. But due to severe Assam floods it was postponed. Now a team from Mizoram is scheduled to visit Patna Women's College in first week of August, 2022 for a 5 – day Exchange programme. The Chairperson deputed Dr. Aprajita Krishna and Mr. Alok John to coordinate with the State Government authorities for proper execution of the programme. A core committee at College level will also be formed for the same.



Chairperson



Coordinator – IQAC

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Minutes of the IQAC Meeting held on 13.08.2022 at 09:30 A.M. in the R & D Cell.

Agenda:

1. Founder's Day 2022 celebration
2. Visit of Provincial Superior and Team
3. Any other

Members Present:

1. Dr. Sister M. Rashmi A.C. (Chairperson)
2. Dr. Sister M. Tanisha A.C.
3. Prof. Ameeta Jaiswal
4. Dr. Shobha Shrivastava
5. Dr. Sahar Rahman
6. Dr. Bhawna Sinha
7. Dr. Aprajita Krishna
8. Dr. Sister Celine Crasta A.C.
9. Dr. Soofia Fatima
10. Dr. Upasana Singh
11. Dr. Sister M. Stuti A.C.
12. Ms. Manisha Prasad
13. Dr. Pallawi
14. Sister M. Jincy A.C.
15. Controller of Examinations
16. Librarian
17. Mr. A. K. Sinha
18. Dr. Iti Suman
19. Ms. Richa Vatsayan
20. Premier, Students Council
21. Mr. Alok John (Asst. Co-ordinator)
22. Dr. Amrita Chowdhury (Co-ordinator)

The meeting started with a prayer and points of agenda were taken up.

It was conveyed that Founder's Day will be organized on 23rd August, 2022. Cultural Coordinators are working on the programme to be put up on that day;

The Chairperson informed the members that the Provincial Superior and her team will be on a visit to the college on 25th August, 2022. The team will be meeting the IQAC members on that day at 11:30 A.M. The members were assigned duties for welcoming the team. The Coordinators will be preparing the annual presentation.


Chairperson


Coordinator

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Minutes of the IQAC Meeting held on 25.08.2022 at 11:30 A.M. in the Lucile Memorial Hall.

Agenda:

1. Welcoming and honouring the dignitaries
2. Visitation of Provincial Superior, Apostolic Carmel, Northern Province
3. Any other

Members Present:

1. Dr. Sister M. Rashmi A.C. (Chairperson)
2. Dr. Sister M. Tanisha A.C.
3. Prof. Ameeta Jaiswal
4. Dr. Shobha Shrivastava
5. Dr. Sahar Rahman
6. Dr. Bhawna Sinha
7. Dr. Aprajita Krishna
8. Dr. Sister Celine Crasta A.C.
9. Dr. Soofia Fatima
10. Dr. Upasana Singh
11. Dr. Sister M. Stuti A.C.
12. Ms. Manisha Prasad
13. Dr. Pallawi
14. Sister M. Jincy A.C.
15. Controller of Examinations
16. Librarian
17. Mr. A. K. Sinha
18. Dr. Iti Suman
19. Ms. Richa Vatsayan
20. Premier, Students Council
21. Mr. Alok John (Asst. Co-ordinator)
22. Dr. Amrita Chowdhury (Co-ordinator)

The members of the IQAC, greeted Dr .Sister M. Reema A.C., Provincial Superior, Sister M. Serena A.C. Assistant Provincial Superior, Northern Province and Sister Zeena Crasta A.C., Provincial Bursar.

The meeting started with a prayer by the Provincial Superior.

All the members introduced themselves. The Chairperson made a detailed presentation regarding the functioning and achievements of the College and the IQAC.

The Provincial Superior appreciated the hard work and efforts done by the college management and congratulated the IQAC members.


Chairperson


Coordinator