

1. To discuss certain qualitative initiatives for G.B approval
2. Half-yearly work plan (2023-24)

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2. Namita Das — Bas 13.9.2023

① Quality Initiatives to be placed in governing body
 Today's meeting discussed about certain qualitative initiatives to be approved governing body of the college.

1. Creation of science museum in the college campus. For this, a room needs to be allotted with G.Bs approval
2. Space for creation of knowledge hub
 The knowledge hub will display important persons of India with photo like the President of India, Prime Minister, etc. It will also keep information about various world topics like — G-20, BRICS, SAARC, N etc, Nobel prize winners etc
3. The Preamble to the Constitution of India
 Political map of India to be displayed
4. Display of college Anthem (Board)
5. Appointment of proper estate manager
6. Digital Herbal and spiritual college campus to be created.
7. Aid to students of economically backward class from college fund.

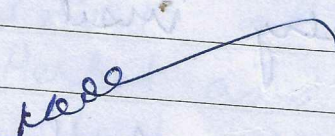
② Half-Yearly Work Plan (^{Aug} 2023-^{Dec} 24)

The second agenda discussed the following activities to be carried out by the departments for the session 2023-24 (from August to December)

1. Departmental Advisory Committee (DAC) to be reconstituted with regular meeting.
2. Mentor-Mentee list to be prepared with activities done regularly.
SOP for mentor-mentee activities will also be given.
3. All departments to display QR code along with wall magazines.
4. Online e-magazine to be brought out by all departments.
5. Every department must prepare ^{+ complete} one add-on course by December.
6. Institutional MOUs activities to be boosted up (minimum 3/department)
7. Workshop on Research Methodology / QPR / entrepreneurship - minimum 1/department
8. Subject related community / extension activity to be carried out by departments minimum 2 / department
9. Guidance for competitive examination / placement / career Counselling activity, minimum 1 per department
10. Field visit / industry visit minimum 1 per department.
11. All departments to conduct programmes on soft skills, life skill (yoga, physical fitness, health and hygiene), ICT/computing skills. Communication skill minimum 1

to be initiated as per requirements of departments. (to be called model department)

13. All In-House Bodies to carry out activities for the session ^(Aug) 2023-^(Dec) 23 and prepare an action plan accordingly. Student members in various committees to be invited to the meetings and proper records should be maintained for the same.
14. Departmental action plan must be prepared from September 2023 to January 2024, keeping in view the above points and must be displayed in departmental website.
15. Course Plan to be finalised and submitted to GPAC (email)
16. Subject related community useful display by various departments in adopted school villages.


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