



# INTERNAL QUALITY ASSURANCE CELL CHAUDHARY MAHADEO PRASAD COLLEGE

(A Constituent PG College, University of Allahabad, Prayagraj)

Ref:

## Minutes of the meeting held on 24<sup>th</sup> October 2019

S.NO	Member Present	Designation
1	Dr. Brijesh Kumar	Principal
2	Prof. Pankaj Kumar	Dean CDC, University of Allahabad
3.	Dr. Sunil Kant Mishra	Finance Officer, University of Allahabad
4.	Prof. M.M.Krishna	Former Head, Department of Economics, University of Allahabad
5	Prof. Ajay Km Singhal	Head, Department of Commerce, AU
6	Mr. Bhupendra Kumar	Bursar, CMP College
7	Dr. Archana Srivastava	DSW CMP College
8	Dr. Archana Tripathi	Proctor, CMP College
9	Dr. Purnima Srivastava	Convenor, Department of Economics, CMP College
10	Dr. Manish Kumar Sinha	Convenor, Department of Commerce, CMP College
11	Dr.Saroj Singh	Associate Professor. Department of Hindi, CMP College
12.	Dr. Uma Rani Agarwal	Associate Professor, Department of Zoology
13	Dr. Babita Agrawal	Coordinator NAAC
14	Ms. Nandini Raizada	Assistant Professor, Faculty of Law, CMP College
15	Ms. Ritu Raghuvanshi	Assistant Professor, Faculty of Law
16	Dr. Punit Kumar Singh	College Librarian, Special invitee
17	Dr. Sarita Srivastava	Coordinator IQAC
18	Mr. Ashish Srivastava	Accountant, Special invitee
19	Mr. Devendra Srivastava	Office Assistant, IQAC

### Members who could not attend the meeting

1. Ch. Raghvendra Nath Singh, Vice President, KP Trust
2. Dr. Anand Kumar Srivastava, Former Principal, CMP College
3. Dr. S.N.Srivastava, Former Head, Botany Department
4. Mr. Amit Rautela, Dy. GM Finance NTPC Prayagraj
5. Mr. Gaurav Ojha Student member

*Brijesh Kumar*  
30.10.2019  
(Dr. Brijesh Kumar ) **PRINCIPAL**  
**C.M.P. DEGREE COLLEGE**  
**PRAYAGRAJ**

Principal

*Sarita Srivastava*  
30/10/2019  
(Dr. Sarita Srivastava)





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## Agenda Discussed in the Meeting

1. **Confirmation of minutes of previous meeting:**
2. **Basic quality assurance** : Appointment notification of Class III and Class IV employees
3. **Academic Quality assurance** in the view of upcoming Ph.D. program:
  - a. Allotment of more funds to different departments especially Science departments
  - b. Extension of infrastructural facilities in different departments specially laboratories in related subjects.
  - c. Up-gradation of Central as well as Departmental library
4. **Infrastructural Quality assurance:**
  - a. Renovation of Auditorium for conducting seminars and symposia
  - b. Renovation of Hostel and its conversion into Girls hostel
  - c. Construction of boundary wall and narrow pathway alongside boundary wall added with renovation of outer gates to ensure safety and security issues in the College.
  - d. Raising the inner circular roads in the main campus with interlocking bricks and lightening of the campus and outer boundary
  - e. Development of Playground and development of football and Volley ball court
5. **Any other matter**

## Resolutions and Action Taken Report on the Agenda discussed in the meeting held on 24<sup>th</sup> October 2019

Due to covid lockdown we could not hold an offline meeting after 24<sup>th</sup> October 2019

The minutes of the meeting held on 24<sup>th</sup> October 2019 are as follows

### **Item no 1: Confirmation of minutes of previous meeting:**

**Resolutions:** Confirmation of the minutes of the meeting held on 19<sup>th</sup> September 2018

The minutes of the previous meeting was confirmed by the honorary members of IQAC

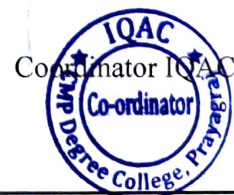
**Item no2: Basic quality assurance:** Appointment notification of Class III and Class IV employees

(Dr. Brijesh Kumar)

*Brijesh Kumar*  
30.10.2019  
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**Resolutions:** It was resolved in the meeting to start the process of appointments of Class 3 and class 4 employees in the College

**Action taken:** Rooster has been made for the same and advertisement is under process, in the meantime the long due promotions were done for the non-teaching staff of the College.

## Item no3: Academic Quality assurance in the view of upcoming Ph.D. program

### a. Allotment of more funds to different Departments especially Science Departments

#### Resolutions:

It was unanimously resolved by the honorary members that 50% of the funds generated from the self-finance PG courses in the respective departments should be allotted to the Departmental budget.

#### Action taken

A project was sent by the college to the Department of Biotechnology under the DBT Star College scheme and in February 2020 the college was granted with a financial support of 83.5 Lakhs to strengthen undergraduate teaching and research. The project supported 4 science departments viz: Botany Zoology Chemistry and Physics. However the departments are still lacking the specialized laboratories to keep those instruments.

### b. The fellowship funds to the research scholars

#### Resolutions:

The agenda was discussed in the meeting and it was proposed to move a letter by the governing body of the college to the concerned authorities in University.

#### Action taken:

Correspondence was made by the College as well as the student however the issues are still unresolved subject to the rules laid in the Ordinance of University of Allahabad.

*Brijesh Kumar*  
30.10.2019  
(Dr. Brijesh Kumar) **PRINCIPAL**  
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- c. **Extension of infrastructural facilities in different Departments specially laboratories in related subjects:**

**Resolutions:** It was resolved by the committee to start new projects for construction of more laboratories and lecture room in concerned different faculty.

**Action taken:**

1. A Chemistry laboratory was renovated with required facilities and was started in the year 2020
2. Funds were allotted for extension of laboratory and classrooms in Botany Department and thereafter in Zoology as well. The construction work is in full swing and we are likely to get new building of Botany in near future.
3. Likewise In law faculty some renovation and maintenance work was done.

- d. **Up-gradation of Central as well as Departmental library**

**Resolution:**

It was resolved that the library facility to be strengthened in the college and the respective departmental libraries to be maintained in the department for PG and research students.

**It was suggested by the members to ask for subscription from Central library of University of Allahabad**

**Action taken**

**Plagiarism Detection Service:**

Library has started plagiarism detection services for faculties and research scholars of the college in collaboration with Central Library, University of Allahabad and INFLIBNET, Gandhinagar, Gujarat. Through this service, about 300 documents are checked. This service is very helpful for maintaining the standards of college's academic research activities.

**Access to subscribed e-resources of University of Allahabad**

*Brijesh Kumar*  
30.10.2019  
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Library has collaborated with central Library, of University of Allahabad in order to get remote access to all the subscribed e-resources which are available to faculties and research scholars of the university. The faculties and research scholars of the college have facility to get access to these resources through a workstation available in the college library.

## Organization of Quizzes during Pandemic Period

The college library collaborated with various departments in organization of 7 quizzes during the pandemic period

## Organization of Webinars

The college library collaborated in one international and one national webinar organized by Botany Department and Chemistry Department.

## Information Literacy lectures:

The college library has initiated Information Literacy lectures in order to disseminate information related to library services, e-resources, research ethics, search techniques, plagiarism issues, research paper publishing etc. About 7 lectures delivered by college librarian in different departments yet.

## Development of Vidwan Database and IRINS Database of the college

The college library collaborated with INFLIBNET, Gandhinagar Gujarat into the creation of Vidwan database and Indian Research Information Network System (IRINS) database of total 179 faculties of the college. The Vidwan database has made recognition of faculties at international and national levels while IRINS database provides the clear picture of the research status of the college, department and faculty levels. One can easily find the h-index of college, department, and individual faculty. However, ranking of top cited faculties and top ten authors, department wise research report etc. are also available at [cmpcollege.irins.org](http://cmpcollege.irins.org).

## Provision of Library Passbook System

College Library has made provisions of Library Passbook System (Newark Charging System) for Faculties and Staff in order to provide error-free personalised information of status of book issued and returned.

(Dr. Brijesh Kumar )

*Brijesh Kumar*  
Principal 30.10.2019

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*Sarita Srivastava*  
(Dr. Sarita Srivastava) 20/10/2019





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The college library is actively involved in the revamping of the existing tools, techniques, and services as well as developing of new tools, techniques and services in order to cater the needs of library users and uplift of the standards of the college.

## 2. Infrastructural Quality assurance:

- Renovation of Auditorium for conducting seminars and symposia
- Renovation of Hostel and its conversion into Girls hostel
- Construction of boundary wall and narrow pathway alongside boundary wall added with renovation of outer gates to ensure safety and security issues in the College.
- Raising the inner circular roads in the main campus with interlocking bricks and lightening of the campus and outer boundary
- Development of Playground and development of football and Volley ball court

## Resolutions:

It was unanimously resolved that above infrastructural requirements should be taken as priority

## Action taken:

- Renovation of Auditorium with false ceiling and air-conditioners.
- Modification of Room no: 12 into two smart classrooms with computer fitted tables for BCA classes..
- Modulation of Laboratory in Physics department with Aluminium partition
- Repair and renovation work in Botany Department. White wash and fixing of tiles in the department.
- Modification of a room into Central Instrumentation facility to keep the instruments purchased under DBT Star college scheme and development of a Tissue culture laboratory
- Aluminium partition work to develop a room in Commerce Department with semi smart classroom facilities for post graduate students.
- Construction of new canteen in the Law campus.
- Maintenance of Staff room in Law faculty by Fixing of tiles
- Construction of 4 new classrooms in the Law campus.
- Extension of Botany building (on-going).

*Brijesh Kumar*  
20.10.2019

(Dr. Brijesh Kumar)

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**Any other matter:**

1. Greenery of the campus requires a major concern.
2. Development of environmental friendly atmosphere was focussed by the IQAC coordinator.
3. Separate budget should be allotted for the maintenance of Garden and plants in the campus.
4. Installation of Solar panel and rainwater harvesting system was discussed.
5. Development of Girls hostel in Law faculty.
6. Increase of Social responsibility of the College and adoption of Villages should be done.

*Brijesh Kumar*  
30/10/2019

(Dr. Brijesh Kumar)

Principal

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*Sarita Srivastava*  
30/10/2019

(Dr. Sarita Srivastava)

Co-ordinator IQAC

Co-ordinator

C.M.P. Degree College, Prayagraj