



**I. Q. A. C.**  
(Internal Quality Assurance Cell)  
**CHAS COLLEGE, CHAS**  
(A Constituent Unit of Vinoba Bhave University, Hazaribag)  
NAAC ACCREDITED GRADE "B"  
P. O.- Kura, Chas, Dist.- Bokaro, (Jharkhand), 827013



Ref: .....

Resolutions & ATR- 2017-18

Date : ...../...../2017

**7<sup>th</sup> Meeting of IQAC Dated 20.12.2017**

**Agenda:-**

1. Action Taken Report (ATR) on IQAC resolutions of 06.02.2017
2. Constitution of Alumni Association and organization of Alumni Meet
3. Career counseling and placement of students
4. Organization of seminar on "Quality of education and its improvement"
5. Institutional social responsibility

Seventh meeting of IQAC was held under chairmanship of Prof.-in-Charge Dr. D.P Singh on 20.12.2017 at 2.00 pm in which following members were present:-

1. Dr. D.P. Singh (Prof.-in-charge)
2. Prof. P.L. Baranwal (H.O.D Commerce)
3. Dr. P.C. Thakur (Co-ordinator)
4. Dr. M.M. Sinha (H.O.D Sociology)
5. Dr. Raghubar Singh (Dept. of Physics)
6. Mr. J.R. Jha (Controller of Examination)
7. Mr. Syam Sunder Jain (Proprietor Neel Kamal Hotel)
8. Shree Binod Ojha (Invited Member)
9. Dr. K.N. Jha (Dept. of English, Invited member)

The meeting started with the introduction of IQAC and its new members by Prof P.L. Baranwal.

**Resolutions:-**

**Agenda:-1**

Action Taken Report (ATR) on resolutions of 06.02.2017 was presented by the Principal/ Prof.-in- Charge (Copy attached). Some of the decisions of meeting dated 06.02.2017 were discussed again in the meeting for proper implementation as detailed below:



**I. Q. A. C.**  
(Internal Quality Assurance Cell)  
**CHAS COLLEGE, CHAS**  
(A Constituent Unit of Vinoba Bhave University, Hazaribag)  
NAAC ACCREDITED GRADE "B"  
P. O.- Kura, Chas, Dist.- Bokaro, (Jharkhand), 827013



Ref : .....

Date : ...../...../2017

- a) It was decided to start skill based curriculum in the collaboration with Tata Institute of Social Sciences (TISS) Bombay for which formal MOU/ Agreement has been signed. Koushal Vikash Kendra (Govt. Supported) is already running in the college for the last 2-3 months.  
An innovative idea for job oriented curriculum was proposed by Mr. Shyam Sunder Jain (Proprietor Neel Kamal Hotel, Chas) which was supported by all the members and a resolution was taken to motivate students for parental/ family business on experimental basis.
- b) It was decided to send proposal for **Add-on** courses and **Certificate courses** as decided in the previous meeting.
- c) It was decided to prepare students for different competitive exams by organizing special classes as was done in the previous academic year (2016-17).
- d) It was decided to take feedback from students about quality of teaching.
- e) It was decided to send proposal to the University for Two Smart Class Rooms.
- f) Fund from RUSA has been received for language lab.
- g) It was decided to encourage teachers to send proposal for research grant to different funding agencies.
- h) It was decided to send proposal to the university for seed money for research activities.
- i) Action has been taken.
- j) Regarding collaboration with industry & business houses, it was decided to contact Insurance and Banking industries for training of students for which Prof. P.L. Baranwal was nominated as nodal officer.
- k) Fund from RUSA has been received for modernization of science labs.
- l) It was decided to contact Sri Sanjeev kumar, member Rajya Sabha again for modernization of library. It was also decided to contact Sri Nathani, member Rajya Sabha for infrastructure development of library.
- m) It was resolved to maintain proper records/ photographs and other details of Alumni association and Carrier Counseling & Placement cell. Carrier counseling & placement cell should develop mechanism for students progression and support system for which it was suggested to mention details (Address, Mob. No., Mail ID.) of passing out students in the CLC register.
- n) Action has been taken.





**I. Q. A. C.**  
(Internal Quality Assurance Cell)  
**CHAS COLLEGE, CHAS**  
(A Constituent Unit of Vinoba Bhave University, Hazaribag)  
NAAC ACCREDITED GRADE "B"  
P. O.- Kura, Chas, Dist.- Bokaro, (Jharkhand), 827013



Ref : .....

Date : ...../...../2017

- o) NAAC peer team had put emphasis on development of Botanical Garden for which Dr. R.P. Singh was given the responsibility to maintain the garden. Principal was requested to provide fund for the development of Botanical Garden.
- p) Dr. K.N. Jha, Mr. Srikant Sinha and Sri Binod Ojha were given responsibility to organize felicitation of best students for academic and sports achievements on Republic day/ Independent day every year.
- q) It was decided to streamline the functioning of Career Counseling cell of the college.
- r) It was resolved to start computer training programme for the non-teaching staff.
- s) It was decided to remind all nodal officers to submit ATR of previous IQAC resolutions.

**Agenda:-2**

It was resolved to revitalize Alumni Association of the college for which Dr. K.N. Jha and Sri Binod Ojha were nominated nodal officers. It was also decided to organize Alumni meet in the college in the month of February, ~~2018~~.

**Agenda:-3**

It was decided to invite agencies for training and placement of students. Rojgar Mela (Placement drive) is being organized at Dhanbad on 22.12.2017 with support of state govt.

**Agenda:-4**

It was decided to organize seminar/ workshop on "Quality of education and its improvement" in the last week of January 2018.



**I. Q. A. C.**  
(Internal Quality Assurance Cell)  
**CHAS COLLEGE, CHAS**  
(A Constituent Unit of Vinoba Bhave University, Hazaribag)  
NAAC ACCREDITED GRADE "B"  
P. O.- Kura, Chas, Dist.- Bokaro, (Jharkhand), 827013



Ref: .....

Date : ...../...../2017

**Agenda:-5**

It was decided to start cleanliness drive in the nearby villages for which NSS should take initiative under "Institutional Social Responsibility" programme.

1. Dr. D.P. Singh (Prof.-in-charge, Chairman)
2. Prof. P.L. Baranwal (H.O.D Commerce)
3. Dr. P.C. Thakur (Co-ordinator)
4. Dr. M.M. Sinha (H.O.D Sociology)
5. Dr. Raghubar Singh (Dept. of Physics)
6. Mr. J.R. Jha (Controller of Examination)
7. Mr. Syam Sunder Jain (Proprietor Neel Kamal Hotel)
8. Shree Binod Ojha (Invited Member)
9. Dr. K.N. Jha (Dept. of English, Invited member)

*D.P. Singh*  
20/12/17

*P.L. Baranwal*  
20.12.17

*P.C. Thakur*  
20.12.17

*M.M. Sinha*  
20.12.17

*Raghubar Singh*  
20/12/17

*J.R. Jha*  
20/12/17

*Syam Sunder Jain*  
20/12/17

*Binod Ojha*  
20/12/17

*K.N. Jha*  
20/12/17

## **CHAS COLLEGE, CHAS**

### **IQAC Resolutions & ATR 2017-18**

#### **Minutes of Meeting Dated 06.01.2018**

##### **AGENDA**

1. Action Taken Report on decisions of 20.12.2017.
2. Approval of Action Taken Report (ATR) on resolutions of previous meeting dated 20.12.2017 with or without modification, if any.
3. Job- oriented curriculum based on family business as proposed by Sri Shyam Sunder Jain (Industrialist member).
4. Proposal for add-on courses and certificate courses to be sent to the University for approval.
5. Collaboration for student exchange with other Institutions.
6. Linkages with Institutions and Industries for on the job training, project work, etc.
7. Construction of classrooms and separate administrative building.
8. Development of RFID system / Automation of library.
9. Development of E- Content by teachers.
10. Repair and maintenance of college buildings.

Meeting of Internal Quality Assurance cell of Chas College, Chas was held in which following members were present:-

- Dr. D. P. Singh – Principal/Prof-in-charge
- Dr. P. C. Thakur – Coordinator
- Prof. P. L. Barnwal - Member
- Dr. M. M. Sinha - Member
- Dr. Raghubar Singh - Member
- Dr. B. K. Singh - Member
- Mr. J. R. Jha - Member
- Mr. Shyam Sunder Jain – Member ( social worker/Industrialist)
- Mr. Brij Mohan Verma – Member (Industrialist)



Meeting was started with welcome note by the Principal /Prof. In-Charge. All members exchanged best wishes for the New Year 2018. The following decisions were taken in the meeting:-

#### **AGENDA – 1**

Action Taken Report (ATR) on decisions of IQAC meeting held on 20.12.2017 was produced by the Principal. Every point of ATR was discussed in the meeting. After discussion it was concluded that actions on some of the decisions were taken by the Principal. Some of the decisions were already implemented and process of implementation of some other decisions was initiated (Action Taken Report attached).

It was informed by the Principal that due to some internal problem action on some of the decisions were not taken. Therefore, those decisions were taken as fresh agenda of this meeting.

#### **AGENDA – 2**

After long discussion, members agreed to consider decisions of previous meeting as fresh agenda of the present meeting. Finally, members approved ATR of previous meeting.

#### **AGENDA – 3**

On the matter of “To start job- oriented curriculum based on family business /art /craft” there was a thorough discussion in the meeting. Some of the members were in favour to start the said curriculum but Principal and some other members raised difficulties in implementing the decision to start the curriculum. Finally, it was decided to take the matter in next meeting.

#### **AGENDA – 4**

After discussion it was decided to send proposal to the university to start following certificate courses in the college – Agri-health clinic, Communication Skill, Computer application, maintenance of electronic appliances.

#### **AGENDA – 5**

It was decided to establish collaboration with local colleges for student exchange programme.

#### **AGENDA – 6**

The matter of linkage with industries for on-the-job training was discussed but final decision was not taken. It was decided to put the matter in the next meeting.

#### AGENDA - 7

The college has shortage of classrooms and space for administrative work. After discussion, it was decided to construct at least six classrooms and a separate administrative building.

#### AGENDA - 8

The matter of modernization of library was discussed and it was decided to develop RFID system in the library from the fund provided by the government through Vinoba Bhave University, Hazaribag.

#### AGENDA - 9

The matter of development of E-content of topics included in the syllabus was discussed at length. Members discussed shortage of infrastructure like studio for e-content development. Some other members suggested starting the process with only E-content writing and by that time studio facility should be developed. Members did not come to the conclusion; therefore it was decided to put the matter in the next meeting.

#### AGENDA - 10

Members unanimously approved the matter of repair and maintenance of college building. It was decided to repair Science and Arts block first because percolation of water from roof.

Finally the meeting was concluded with vote of thanks proposed by Prof.-in-Charge Dr. D. P. Singh.

  
6.1.18

Co-ordinator, IQAC

  
06/01/18  
Principal

## **CHAS COLLEGE, CHAS**

### **IQAC**

#### **Minutes of Meeting Dated 10.04.2018**

##### **AGENDA**

1. Action Taken Report on decisions of 06.01.2018 and its approval.
2. Job-oriented curriculum based on family business.
3. Linkage with institutions and industries for on-the-job training, project work, etc.
4. Development of E-content by the teachers.
5. Installation of CCTV in the classrooms and the campus.
6. Improvement in playground of the college.
7. Shortage of teachers in the college.
8. Development of nearby villages under Institutional Social Responsibility (ISR) programme.
9. Canteen facility in the college campus.
10. Publication of handbook on the Human values and Professional ethics.

Following members were present in the meeting:-

- Dr. D. P. Singh – Principal/Prof-in-charge
- Dr. P. C. Thakur – Coordinator
- Prof. P. L. Barnwal - Member
- Dr. M. M. Sinha - Member
- Dr. Raghubar Singh - Member
- Dr. B. K. Singh - Member
- Mr. J. R. Jha - Member
- Mr. Shyam Sunder Jain – Member ( social worker/Industrialist)
- Mr. Brij Mohan Verma – Member (Industrialist)



The meeting started with the welcome note by Prof.-in-charge Dr. D. P. Singh. The following resolutions were passed in the meeting after detailed discussion.

#### **AGENDA – 1**

Action Taken Report (ATR) on decisions of 06.01.2018 and its approval.

The ATR of previous meeting was presented by the Prof.-in-charge, Dr. D. P. Singh. After discussion the members approved the ATR.

#### **AGENDA – 2**

Job oriented curriculum based on family business.

Members highlighted some traditional family businesses like Pottery, Black smith, Bamboo craft, Tailoring, Barber shop, etc. Some of the members were of the view that these businesses are not viable in villages therefore, these traditional village businesses were left by the craftsmen.

Some other members were of the view that if these businesses started with modern business plan and modern techniques are applied; these traditional business may be an attractive career option.

Finally, it was decided that proposal for following job-oriented courses shall be sent to the university for approval.

- a) Mechanized Pottery
- b) Bamboo craft
- c) Dress designing and stitching

#### **AGENDA –3**

Linkage to institutions and industries for on-the-job training, project work, etc.

It was decided that linkage should be established with the nearby small scale industries and business houses for on-the-job training.

#### **AGENDA – 4**

Development of E-content by the teachers.

The matter was discussed in the previous meeting (06.01.2018) also and was again discussed at length. Finally, it was decided that E-content writing shall be taken first and thereafter, other facility for making video of lectures by the teachers shall be arranged gradually.

#### **AGENDA – 5**

Installation of CCTV camera in classrooms and the campus.

It was reported by the Principal that CCTV cameras are installed in the classrooms and at limited places in the campus. More CCTV cameras are required for proper surveillance of the campus. Therefore, it was decided to install more CCTV cameras in the campus to cover all important areas of the college.

#### **AGENDA – 6**

Improvement in playground of the college.

The college has a football playground but it is not fit for playing football due to uneven playing area caused by heavy rains. Cricket pitch is not constructed properly. Members took the matter under serious consideration and it was decided to improve the condition of football ground as per the football playground construction guideline of Sports Authority of India. It was also decided to construct a cricket pitch also.

#### **AGENDA – 7**

Shortage of teachers in the college.

Principal of the college reported that several teachers are retired and no teacher is appointed since 2008. So, the college is facing the problem of shortage of teachers. But the problem in appointment of teachers is that the college cannot appoint the teachers. Only Jharkhand government can appoint teachers as Chas College, Chas is a constituent college under Binod Bihari Mahto Koylanchal University, Dhanbad. After discussion it was decided that the college should request Jharkhand Government through university to appoint teachers in the college.

#### **AGENDA – 8**

Development of nearby villages under Institutional Social Responsibility (ISR) programme.

On the matter of Institutional Social Responsibility (ISR), Principal reported that the college has two active NSS wings. NSS regularly organize different types of programmes for the development of villages nearby the college. Dr. P. C. Thakur informed that a programme named Unnat Bharat Abhiyan (UBA) is launched by the Government of India through IIT Delhi. This programme is implemented through colleges and the programme focuses on the developmental aspects of villages.

After discussion, it was decided that the college will apply for the membership of Unnat Bharat Abhiyan (UBA) keeping in view the responsibility of development of nearby villages.

#### AGENDA - 9

Canteen facility in the college campus.


A separate building for canteen is constructed in the college. But the canteen is not running properly. Therefore, it was decided to run the canteen through a competent vendor.

#### AGENDA - 10

Publication of Handbook on Human Values and Professional Ethics.

The matter was raised by the Principal that importance of Human Values and Professional Ethics are decreasing gradually in the society. All the members supported the view of the Principal and it was discussed as to what should be done to highlight the importance of Human Values and Professional Ethics? After a long discussion, members came to the conclusion that a handbook should be published to highlight the human values. It was also decided that Title of Handbook will be "Indian Traditional Value- The Gurukul System of Education".

All agenda of the meeting were discussed and decisions were taken. The meeting concluded with vote of thanks proposed by Dr. P. C. Thakur, Co-ordinator IQAC.

  
10-4-18  
Co-ordinator, IQAC

  
10/04/18  
Principal



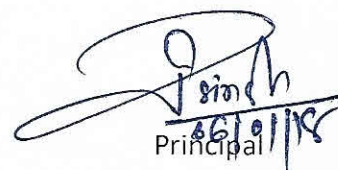
## **CHAS COLLEGE, CHAS**

### **ACTION TAKEN REPORT (ATR)**

#### **IQAC RESOLUTIONS DATED 20.12.2017**

This Action Taken Report (ATR) on resolutions of IQAC meeting of 20.12.2017 was presented by the Principal /Prof.-in-charge of the college.

- a) Skill based curriculum in collaboration with Tata Institute of Social Sciences (TISS) Bombay is running in the college.
- b) Some of the resolutions which could not be implemented due to various problems (financial and administrative) were taken as fresh agenda for the next meeting.
- c) Special classes are running to prepare students for different competitive examinations.
- d) The college has started to take feedback from students and parents.
- e) Proposal for smart classes has been sent to the university.
- f) Language lab was to be established by the fund provided by RUSA. But in the meeting of RUSA it was decided to modernise laboratories first and thereafter establishment of language lab will be considered in the RUSA meeting.
- g) Arrangement of fund for modernisation of library from Sri Sanjeev Kumar, Member of Rajya Sabha could not materialize. Therefore, proposal for modernization of library was sent to the university.
- h) Fund for development of Botanical Garden could not be arranged due to financial problem.
- i) Felicitation of best students for academic and sports achievements on Republic /Independence Day is arranged regularly.
- j) Functions of Alumni Association and Career and Counseling cell are being streamlined. Proper mechanism of keeping students' data and photographs of events is being incorporated in the system of the College.
- k) Computer training programme for non-teaching staff was organized.
- l) Alumini Association is working under guidance of Dr. K.N.Jha and Sri Binod Ojha. Alumini meet will be organized in February, 2018.
- m) As per decision of IQAC to organise seminar on "Quality of higher education and its improvement " a seminar organizing committee will be constituted under the chairmanship of the Principal. Seminar will be organized in the month of February 2018.

  
Principal

**ACTION TAKEN REPORT (ATR)**

**IQAC DECISIONS DATED 06.01.2018**

**AGENDA – 3**

The proposal to start job oriented course will be considered the next meeting.

**AGENDA – 4**

Proposals to start certificate courses in Agri- health clinic, communication skill, computer application and maintenance of electronic appliances have been forwarded to Binod Bihari Mahto Koylanchal University, Dhanbad for approval.

**AGENDA – 5**

Proposal to start collaboration for student exchange programme have been sent to S. S. College, Chas and R. V. S College, Bokaro.

**AGENDA – 6**

The matter of linkage with industries for on the job training has been taken as agenda for the next meeting again.

**AGENDA – 7**

Construction of classrooms and administrative building shall be started from the funds allocated by HRD, Ranchi and the RUSA.

**AGENDA – 8**

Modernisation of library with RFID system shall be started in near future.

**AGENDA – 9**

The matter for development of E-content by the teachers is taken as agenda of the next meeting.

**AGENDA – 10**

Repair work of the college building will start soon.

  
Principal 12/01/18

## ACTION TAKEN REPORT (ATR)

### IQAC RESOLUTIONS DATED 10.04.2018

#### AGENDA - 1

ATR of resolutions dated 10.04.2018 submitted.

#### AGENDA - 2

Proposals to start job-oriented courses for:-

- a) Certificate course in Mechanized Pottery;
- b) Certificate course in Bamboo craft;
- c) Certificate course in Dress designing and stitching; were sent to Binod Bihari Mahto Koylanchal University, Dhanbad for approval.

#### AGENDA - 3

Proposals for on-the job training of students were sent to the industries.

#### AGENDA - 4

Notice has been circulated to teachers to start E-content writing on topics included in the syllabus.

#### AGENDA - 5

CCTV cameras were installed in the classrooms and the campus.

#### AGENDA - 6

Football ground has been leveled and standard dimension of the playground has been fixed. Cricket pitch is also constructed.

#### AGENDA - 7

Request has been sent to the University to appoint teachers in History, Political Science, Geography, Hindi, Economics, Psychology and Bengali subjects.

#### AGENDA - 8

Details for registration of the college to Unnat Bharat Abhiyan (UBA), New Delhi have been collected. Application for registration to UBA will be sent to IIT Delhi (Nodal Agency) at right time.

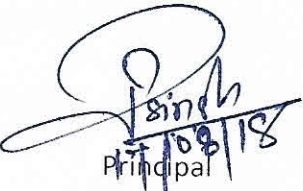


#### **AGENDA - 9**

Applications from vendors have been invited to run the canteen. Competent vendor will be selected shortly.

#### **AGENDA - 10**

Handbook on "Indian Traditional value – The GURUKUL system of Education" has been published.



P. Singh  
Principal