



## Internal Quality Assurance Cell (IQAC)

S.D. Jain Girls' College

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Affiliated to Nagaland University and recognized by the UGC u/s 2.F and 12(B)

NAAC Accredited Grade-C

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**No.: IQAC-M/20190828**

Today 3<sup>rd</sup> meeting of IQAC was held to take revise of the previous recommendation.

### Agenda

1. Review of previous decision taken by IQAC
2. Action Taken Report (ATR)
3. Library issues
4. P.C for use of students and teachers
5. Office of various clerk and committee
6. Service book for each employee
7. Basic minimum salary

### Resolution taken

1. Employee service book and service registered would be prepared by the month of December and should be handed over to each employee a new.
2. Nothing can be changed in the service rule to the disadvantage of the employee but can be modified.
3. Basis minimum wage must be paid to each employee
4. P.C for the use of students and teachers are already installed in the library and library is already operative.
5. Students council room is being allotted along with a sanitary Napkin vending machine and Incinerator. A water filter with storage would also be added.

These are the steps taken within this session of our Annual term thus, work are in steady progress as suggested by the IQAC.

**Dr. Sant Kumar Gupta**  
Co-ordinator  
IQAC

**Shri K.C.Rout**  
Principal  
S.D.Jain Girls' College