



# Maharaj Lakshmeshwar Singh College

Sarisab Pahi, Madhubani-847424

## Internal Quality Assessment Cell

Prof. (Dr.) Vijoy Mishra  
Principal cum Chairman  
Phone: 9931997119

Dr. Ajit Mishra  
Co-ordinator cum Nodal Officer  
AISHE

Letter No.: IQAC .....

Date...20/04/2023

### Minutes of IQAC meeting

1. We, all members of IQAC under supervision of the Co-ordinator of IQAC, submitted the input data as per HEI portal.
2. With the help of our college administration, paid the registration fee of amount Rs. 29,500/- on 20/04/23 at 12.32 pm.
3. Through the mail address of our college, we received the payment confirmation and IQA registration on same day at 1.12 pm
4. At last, we all are discussed for the next step of SSR preparation, just after updating of the HEI portal.
5. In between that, we organize the meeting with the Principal sir on 25<sup>th</sup> April 2023 at 11.30 am.

### Signature of Members

1. Dr. Ved Nath Jha
2. Dr. Dastgir Alam
3. Dr. Mithilesh Kumar
4. Mr. Rajeev Kumar Jha (Administration)
5. Md. Anayat Hussain (IT Expert)

### Signature of Co-ordinator

Dr. Ajit Mishra