

MEETING MINUTES

SIDDHARTHA MULTIPLE COLLEGE
Bafal, Kathmandu, Nepal
Phone: 01-5233002
www.siddharthacollege.edu.np



Meeting Details

Venue: Meeting Hall

Date: 4/11/2025

Time: 9:00 am

Participants

S.N.	Name (Designation / Role)	Signature
1.	Hari Dhamala (Chairman)	
2.	Resha Khakural (Member)	
3.	Pravakar Paneru (Member)	
4.	Manisha Khakural (Member)	
5.	Shree Krishna Maharjan (Member)	

Meeting Agenda: Formation of the Research Management Committee(RMC)

Decisions:

1. Establish a Research Management Committee in accordance with the Operational Guideline for Internal Quality Assurance, 2025.

The RMC shall comprise the following members:

Coordinator: Dr. Gangadhar Adhikari, (Senior Researcher)

Member: Roshna KC, (Senior Faculty, BBS)

Member: Netrakala Shahi, (Senior Faculty, Humanities)

Member: Nir Bahadur Neupane, (SQC Representative)

Minutes Prepared by:

Approved by:



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Meeting Details

Venue: Meeting Hall

Date: 6/11/2025

Time: 2:00 pm

Participants

S.N.	Name (Designation / Role)	Signature
1.	Hari Dhamala (Chairman)	
2.	Resha Khakural (Member)	
3.	Pravakar Paneru (Member)	
4.	Manisha Khakural (Member)	
5.	Shree Krishna Maharjan (Member)	

Meeting Agenda: Formation of the Internal Quality Assurance Committee(IQAC)

Decisions:

1. Form an Internal Quality Assurance Committee in accordance with the Operational Guideline for Internal Quality Assurance, 2025.
The IQAC shall comprise the following members:

Coordinator: Dr. Gangadhar Adhikari,, (Professor)

Member: Asmita Basula, (Department Head)

Member: Saurav Aryal, (Faculty Representative)

Member: Shruti Giri, (Staff Representative)

Member: Rohan Bhandari, (SQC Representative)

Minutes Prepared by:

Approved by:



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Meeting Details

Venue: Meeting Hall

Date: 6/11/2025

Time: 3:00 pm

Participants

S.N.	Name (Designation / Role)	Signature
1.	Hari Dhamala (Chairman)	
2.	Resha Khakural (Member)	
3.	Pravakar Paneru (Member)	
4.	Manisha Khakural (Member)	
5.	Shree Krishna Maharjan (Member)	

Meeting Agenda: Formation of the Self-Assessment Team (SAT)

Decisions:

1. Establish a Self-Assessment Team in accordance with the Operational Guideline for Internal Quality Assurance, 2025.

The SAT shall comprise the following members:

Coordinator: Hari Dhamala (Chairman, CMC)

Member: Dr. Gangadhar Adhikari, (IQAC Coordinator)

Member: Subash Nepal, (EMIS Unit Coordinator)

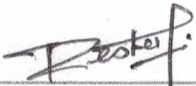
Member: Asmita Basula, (Department Head)

Member: Saurav Aryal, (Faculty Representative)



Member: Shruti Giri, (Staff Representative)

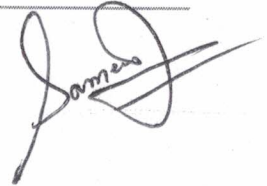
Member: Sagar Kuswar, (Student Representative)



Minutes Prepared by:



Approved by:



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Meeting Details

Venue: Meeting Hall

Date: 5/10/2025

Time: 10:00 am

Participants

S.N.	Name (Designation / Role)	Signature
1.	Hari Dhamala (Chairman)	
2.	Resha Khakural (Member)	
3.	Pravakar Paneru (Member)	
4.	Manisha Khakural (Member)	
5.	Shree Krishna Maharjan (Member)	

Meeting Agenda: Formation of the EMIS Unit.

Decisions:

1. Establish an Educational Management Information System (EMIS) Unit in accordance with the Operational Guideline for Internal Quality Assurance, 2025.

The unit shall comprise the following members:

Coordinator: Subash Nepal, (Professor)

Member: Devkala Basnet, (Staff Representative)

Member: Alsana Khanal, (SQC Representative)

Minutes Prepared by:



Approved by:

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Meeting Details

Venue: Meeting Hall

Date: 6/11/2025

Time: 9:00 am

Participants

S.N.	Name (Designation / Role)	Signature
1.	Hari Dhamala (Chairman)	
2.	Resha Khakural (Member)	
3.	Pravakar Paneru (Member)	
4.	Manisha Khakural (Member)	
5.	Shree Krishna Maharjan (Member)	

Meeting Agenda: Formation of the Student Quality Circle(SQC).

Decisions:

1. Establish a Student Quality Circle in accordance with the Operational Guideline for Internal Quality Assurance, 2025.

The SQC shall comprise the following members:

Coordinator: Nir Bahadur Neupane, (Nominated by Members)

Member: Sagar Kuswar, (Student Member, BBS)

Member: Aashish Aryal, (Student Member, BBS)

Member: Kritika Paudel, (Student Member, BBS)

Member: Sajina Neupane, (Student Member, BBS)



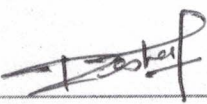
Member: Rohan Bhandari, (Student Member, BSW)

Member: Sabin Bhatta, (Student Member, BSW)

Member: Chayan Giri, (Student Member, BSW)

Member: Alsana Khanal, (Student Member, BSW)

Mentor: Netrakala Shahi, (Nominated Faculty)


Minutes Prepared by:



Approved by: 