### **IQAC** Minutes

Date: 11/09/2018

A meeting of IQAC was held on 11/09/2018 in Principal Chamber. Following members were present

- 1. Dr K.K. Agrawal
- 2. Dr. Amrita S kasturay
- 3. Dr Namita Guha Roy
- 4. Dr Manjula gupta
- 5. Mrs. Nilam Sharma
- 6. Dr Manish kalra

Following points were discussed

1. Result analysis : after the declaration of results of undergraduate classes, an analysis was done by Dr .Namita Guhay Roy.She informed members about performance of students. The result was satisfactory some subjects showed less satisfactory results.It was decided to pay more attention to classroom teaching.

Student attendance was not satisfactory and remedy was discussed.
IQAC members discussed checking of ragging in institution. Dr Agrawal suggested regular checking of I cards and regular teaching staff rounds.

4. Feedback analysis : Feedback was reviewed and it was notified that suggestions about cleanliness of toilet, availability of internet connection and drinking water.

IQAC coordinator requested Principal to do the needful and rewuested RUSA team to enhance quality of infrastructure.

5. College has handed over 14 new classrooms hence it was decided to shift the teaching area to new classromms and old building is used primarily to PG Classes.

6. IQAC suggested more uses of smart boards in routine teachings.

7. Day celebration like science day, Day against drug abuse day, Dr Khoobchand Baghel jayanti was discussed.

Principal

#### **IQAC** Minutes

Date: 11/11/2018

A meeting of IQAC was held on 11/11/2018 in Principal Chamber. Following members were present

- 1. Dr K.K. Agrawal
- 2. Dr. Amrita S kasturay
- 3. Dr Namita Guha Roy
- 4. Dr Manjula gupta
- 5. Mrs. Nilam Sharma
- 6. Dr Manish kalra
- 7. Prof D.R. Shrivastava

Following points were discussed.

- 1. It was notified that results of all classes including PG classes have been declared and instruction for result analysis was given.
- 2. New rooms have been handed over and demand for tale chairs for new rooms were raised. Classes can be started in new building.
- 3. Voter's awareness program to new voter students was suggested due to approaching election year.
- 4. Career oriented lectures have been organised and more program were scheduled.
- 5. From proposal of Rs 60 lakhs RUSA grant, smart board and green board are to be purchased preferably.
- 6. Updation work and budget for website was sanctioned.
- 7. Due to need of power backup system in office and library, Generator purchase from RUSA was discussed and sanctioned.
- 8. To fulfil social responsibility health chechup camps in nearby villages was proposed and accepted.
- 9. It was agreed to promote joining of Orientation and refresher courses /FDP to faculty.
- 10.Sports activities were scheduled in December month.
- 11. Different important days like YOGA day, aid awareness day celebration was discussed.

- 12. In view of Safety of girl students CCTV camera was proposed to install in new building. Notice for prohibition of women harassment was instructed upon.
- 13. Workshop for smart board operation was proposed.
- 14.Under best practices of college local culture promotional programs were proposed and accepted.
- 15.Environment awareness program through NCC and NSS was proposed and accepted.

Principal

### **IQAC** Minutes

Date: 08/02/2019

A meeting of IQAC was held on 08/02/2019 in Principal Chamber. Following members were present

- 1. Dr K.K. Agrawal
- 2.Dr. Amrita S kasturay
- 3. Dr Namita Guha Roy
- 4.Dr Manjula gupta
- 5. Mrs. Nilam Sharma
- 6. Dr Manish kalra
- 7. Prof D.R.Shrivastava

Following points were discussed Due to exam time instructions for syllabus completion was released.

- 1. For practical examination handout and notes to regular and private students to be given.
- 2. Due to summer season maintenance of air cooler in departments and water

cooler for students was instructed.

- 3. From RUSA fund smart board to be purchased
- 4. Purchase of water cooler for new building from RUSA was discussed.
- 5. It was discussed that internal examination has to be completed and students should be informed about outcome.
- 6. It was requested to allot budget for Soul software entry for Library books. Principal sir accepted the proposal
- 7. Research motivation for students was discussed.
- 8. At science day, awareness program of science to be organized.
- 9. Seminar in PG classes was discussed and it was instructed that students should use PowerPoint for seminar purpose.

10.Feedback process was discussed and instructed by principal sir for analysis and action taken report to be presented.



### **IQAC** Minutes

Date: 28/06/2019

A meeting of IQAC was held on 28/06/2019 in Principal Chamber. Following members were present

- 1.Dr K.K. Agrawal
- 2. Dr. Amrita S kasturay
- 3. Dr Namita Guha Roy
- 4. Dr Manjula gupta
- 5. Mrs. Nilam Sharma
- 6. Dr Manish kalra

Following points were discussed

- 1. Committee members discussed preparation for session 2019-20.
- 2. Academic calendar for session 2019-20 was presented and discussed and addition was suggested.
- 3. It was informed that from RUSA grant 50 computers were purchased and distributed to PGDCA lab and departments.
- 4. It was informed that printer with Desktop has been given to PG departments which will help students learn ICT.
- 5. It was discussed and accepted up gradation of PGDCA lab.
- 6. In EK Bharat Shreshth Bharat it was informed that our college has been linked with Gujrat College. It was discussed to increase awareness of culture of Gujrat state.
- 7. Opening of new PG department was discussed and proposal of PG classes in Chemistry and Hindi to be forwarded.
- 8. Seminar organization by different department was discussed.
- 9. IQAC proposed to send proposal of EAC which was accepted.
- 10.Different programs and day celebration was discussed and accepted.

