

## MINUTES OF IQAC MEETING

Date: 30/08/17

Time: 11.30 A.M

Venue: Principal Cabin

An IQAC meeting was conducted on 30/08/2017 in principal cabin. The meeting was chaired by Dr A R Verma. The agendas as decided were discussed and following suggestions were received:

1- It was proposed by Prof. Prashant Shrivastava (Guest faculty from government VYTPG College, Durg) that since IIQA and SSR is a student centered, so the following should be done:

- a. Complete data of all students should be uploaded in college website.
- b. All the programs organized in the college should be student centered and for welfare of students.
- c. It should be assured that the whole process of NAAC inspection should be completed before sending IIQA and SSR.
- d. College should keep paper cuttings and photos of all the activities as proof.
- e. Distribution of Jawara Ras, sarvdharm prarthana and medical services should be shown as society welfare services.
- f. Website of the college should be updated.
- g. Wall magazine for students in various ways should be started.

2- Professor D.N. Sharma suggested the following points:

- a. Date for submitting IIQA should be decided and finalized soon.
- b. SSR should be uploaded in college website also.
- c. Student Assessment and Feedback should be given emphasis.
- d. To give emphasis on weakness, opportunities and challenges of SWOC analysis.

3- Queries on Criterion-1, regarding the autonomous status of the college and the authority of the college to revise and amend curriculum and syllabus was done by Dr. Shabana. It was suggested that the curriculum revision in all PG courses should be done. There has also been some minor changes in all PG courses. It was also suggested that all the HODs should be informed by the principal about revision in curriculum in all PG courses. Dr Y.R. Katre told that, both UG and PG in science have elective paper and that feedback from the students regarding curriculum is taken.

- 4- Smt. Aruna Choubey made a query regarding ratio of mentor to students for academic and stress related issues from Criterion-2. It was decided that, class teachers be named as mentors and a meeting with all the mentors be quickly done with the principal.
- 5- Dr G K Goswami asked his question from Criterion-3 regarding Greenhouse, Animal House, Museum, Central fabrication, Media laboratory and Geotag. Answering to his questions it was informed by Dr Gunwant Chandrol and Dr. Shipra Sinha, that the department of Botany and Zoology have museum. Prof. D.N.Sharma told that there is a central fabrication in college which needs to be highlighted with banners. He further detailed about the Geo tag and it's working.
- 6- Dr.Anirban Choudhury enquired about the e-journals, e-resources, rare books, manuscripts etc. from Criterion 4. Prof. Prashant Shrivastava suggested to purchase N-LIST which would provide shodhganga, shodhgangotri etc. containing approximately 30000 research papers. It was further suggested by librarian Smt Manjula Shukla that e-resource materials, whose subscription is for one year, should be purchased by the college.
- 7- From Criterion-5 enquiry was done by Dr. N. Papa Rao regarding the courses to be included under Vocational Education and Training (VET) for which it was suggested that all the seminar and workshop be included in it that are related to it and more seminars and workshops should be conducted. Regarding classes for competitive exams it was informed by Dr S.N. Diwedi and Prof. Anurag Pandey that the Department of Political Science and English has been conducting classes for PSC and other competitive exams. Prof. D.N. Sharma told that all the student who have passed out even 10- 15 years back, but have cleared NET/SET recently should be included in the list of NET/SET cleared candidates.
- 8- From Criterion-6, Smt. Soumya Khare cleared her doubts regarding e-governance. In this regard Prof. D.N. Sharma and Dr. Y.R. Katre told that the college's salary, SMS alert for students, scholarship, admission process and autonomous are totally e-governed. It was further proposed that College website should have email and mobile number of all teachers and office staffs.
- 9- It was also proposed regarding Institutional Strategies for mobilization that various committees should be shown in flowchart form. Department of Commerce should help in making policies for institutional strategies. It was decided that proposal from all HODs and purchase committee should be taken.
- 10- Prof. Anurag Pandey cleared his queries from Criterion-7, in which he asked the various waste management and Renewable Sources practiced by the college. The warden of girls hostel informed that the hostel is using solar water

heater. Regarding green audit, it was proposed that the college's tube lights should be replaced by LED bulbs.

10- It was also suggested that ramps should be made for differently able students along with pipes and western commode in toilets.

11- Braille books should be purchased for Blind Students of the college.

At last the whole meeting was summarized by Dr. Y. R. Katre, IQAC Coordinator, and fixed all the further targets to complete SSR in time. Principal Dr. A.R. Verma assured to complete all the required things and works before NAAC.

**Dr. Y. R. Katre**

**Coordinator**

**Dr. A R. Verma**

**Principal**