



Govt. Girls' P.G. College, Ujjain

(A Centre for Excellence, "A" Graded by NAAC in Two Cycles)

Mail: principal.gdcujjain@yahoo.co.in; iqac.ujjaingc@gmail.com

Phone: 0734-2530866

Internal Quality Assurance Cell

Meetings

2020-21

First Meeting

Considering the prolonged lockdown the first IQAC meeting of the Session 2020-21 was conducted with Heads of Departments on 5/5/2020

- It was decided to organize Webinars on latest trends
- All the Heads of Departments were instructed by the principal to organize COVID Pandemic Awareness Online Quiz and ensure involvement of students in online activities during lockdown.
- Online Mentoring to be continued for students by teachers anyhow.

Action Taken

- ✓ International Webinars held on COVID
- ✓ National and International Quiz organized by all the Departments
- ✓ On the call of IQAC the students engaged in online activities of writing poetry, slogans, making Drawing, Rangoli, videos on COVID which were compiled by IQAC in the form of a Magazine 'Resilience'.
- ✓ Psychology Counseling Cell and teachers continued to give motivational counselling to students
- ✓ Heartfulness Links for meditation and Yoga shared with the students and teachers by IQAC
- ✓ Govt. COVID Guidelines shared from time to time with students and teachers through mail and Whatsapp Groups by IQAC
- ✓ E mentoring started and to be continued throughout the year for socio-psychological, career and health counselling

IQAC Coordinator

Principal



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Meeting Two

The Second meeting of IQAC was conducted in an online mode on 20/6/2020

Explore Online Teaching-Learning Pedagogy

- Due to uncertain HEIs shutdown for students, it was decided to go beyond Emails and Whatsapp groups for reaching out to students and diversifying of online platforms was brainstormed.
- IT training to be conducted online for teaching faculty

Action Taken

- ✓ Google Meet, CISCO Webex and Zoom Meeting platforms were explored. Few students resorted to YouTube videos for generating their E-Content on Fitness, Yoga, Immunity Foods, Drawing and creativity etc. Google meet was used for regular classroom teaching and Stream Yard for Live Streaming on YouTube was finalised for conducting Webinars,
- ✓ ICT Teaching National Online Workshop held for teachers with Invited Expert
- ✓ E-Talks, Online Workshops, Symposia and other Virtual events. Teachers prepared their E-Content.

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Third Meeting

Third Meeting of IQAC was conducted on 1/7/2020

- Curriculum delivery planning as per LOCF discussed.

Action Taken

- ✓ The POs, COs and CSOs were decided for the courses.
- ✓ The Learning Outcomes as per Bloom's Taxonomy and Assessment Methods were decided in the Planners
- ✓ Curriculum Delivery Calendar of Ten-'S' Focal Schemes including Cross Cutting Issues was prepared under EQUIP

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Meeting Four

Fourth Meeting of IQAC was conducted on 10/7/2020

- Time Table for Online Classes discussed
- Innovative processes to be adopted for Teaching-Learning Pedagogy especially for online classes.
- Identification of Slow and Fast Learners and decide differentiated online T-L Pedagogy
- Discuss Add On, Online Certificate Courses; FDPs to be conducted
- Add On and Certificate Courses on different forms of Art, Self-Defence etc, were decided to be taken up in an offline mode once the college reopens. Till then Online Short-Term Certificate Courses were to be conducted online. LOCF was incorporated in the planners of these Courses.
- Code of Ethics to be updated
- Experiential Learning to be diversified considering the current scenario

Action Taken

- ✓ Crossover learning, Incidental learning, Computational Learning, Environmental Approach to teaching, Joint Productive Activity, Contextualization as natural by-products of teaching learning pedagogy, Bloom's Taxonomy, Blended learning and Five E Model were to be adopted when the colleges reopen. Till then Online T-L Pedagogy was diversified.
- ✓ Time Table for Online classes finalized on Departmental Level in the backdrop of previous year time table.
- ✓ Academic Counseling Cell instructed the departments to identify Slow and Fast Learners and communicated the differentiated T-L Pedagogy for both the categories of Learners to the departments.
- ✓ Short-Term Online Certificate Courses were conducted by NCC and Zoology & Biotechnology on "Immunity Boosting by Plants and Yoga"

- ✓ Short term National Online Certificate Course was conducted on “Fundamentals of Indian Economy” by Economics Department and IQAC
- ✓ Short Term National Online Certificate Course on “Health Awareness” was conducted by Chemistry and Pharmaceutical Chemistry and IQAC
- ✓ Codes of Ethics for students, teachers, and Non-Teaching Staff were updated through incorporating the COVID protocol.
- ✓ Experiential Learning diversified keeping in view the post pandemic changes



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Fifth Meeting

Fifth meeting of IQAC was conducted on 14/8/2020

- As per the University Letter No. f-770/2020/38-3 dated 13-8-2020 the Regular and Private students of UG I and II Years and PG I, II and III semesters were to be promoted to next classes on the basis of their past performance in the backdrop of the pandemic.
- The exams of the session 2019-20 for the students of UG III year and PG IV Semester were to be conducted in Open Book Policy mode, so the issue of quality sustenance was discussed.
- Discussions took place regarding the preparing of Question Papers, providing Codes and Uploading these papers as per University Guidelines.
- Class wise Time Table for Paper Uploading and Copy Submission was finalised

Action Taken

- ✓ Faculty members and students oriented towards online examination of Open Book System and submissions
- ✓ Class wise Time Table for Paper Uploading and Copy Submission was issued

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Sixth Meeting

Sixth Meeting of IQAC was held on 3/9/20

- Conduct Faculty Development Programmes on Seven Criteria
- Brand Building of College
- Social Media Branding

Action Taken

- ✓ Training on Planner Preparation with LOCF
- ✓ Training on Bloom's Taxonomy for Learning Outcomes Measurement
- ✓ Workshops on Seven Criteria conducted intermittently
- ✓ Facebook Page of the College was activated and regular updates were posted
- ✓ All the Webinars livestreamed on YouTube were also livestreamed on Facebook Page
- ✓ YouTube Channel of the College was created to live stream all the online events.

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Seventh Meeting

November 2020

- Planning of Farewell Ceremony of outgoing Principal and IQAC Chairperson Dr. Ulka Yadav

Action Taken

- ✓ Farewell given to the outgoing IQAC Chairperson and Welcome of New In-Charge Principal and IQAC Chairperson, Dr. Anita Manchandia.

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Eighth Meeting

Eighth meeting of IQAC was conducted on 4/12/20

- The Discussions on conducting of Online First CCE (Internal Exams) in the situation of pandemic were held by the Examination Cell with the IQAC
- Dates and Modes of CCE I decided

Action Taken

- ✓ Dates and Modes of CCE I declared and conducted

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Ninth Meeting

Ninth meeting of IQAC was held on 10/1/2021

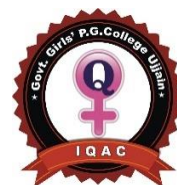
- Discussions on restructuring the Feedback System in the current pandemic scenario took place .
- Enhancement in Learning Resources and E-Resources was emphasized
- Dates and Modes of CCE II for UG and PG discussed

Action Taken

- ✓ Considering the current scenario, manual system of feedback collection was replaced by online feedback collection through Google Forms
- ✓ Collection and Analysis of Feedback from all the stakeholders
- ✓ Feedback was collected from Students , Teachers, Parents and Alumni
- ✓ Feedback form for employers was generated and kept on hold till the employment database of students got collected
- ✓ Besides the Feedback collected by ACC of IQAC, Departmental Feedback wasalso collected from the students on Curriculum and Delivery. The feedback post analysis was communicated to the Heads of Departments for taking corrective action wherever needed.
- ✓ Decision on E Books to be purchased.
- ✓ E Resources and Resource Sharing with other institutes were finalised

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Meeting Ten

Tenth Meeting of IQAC was held on 21/2/21

- Discuss Innovative Eco-Friendly Practices: Eco Friendly practices, environmental conservation measures and the agenda for Green Audit were discussed

Action Taken

- ✓ Measures like constructing pathways out of extracted stones in the renovation, Organic Manure preparation, Biodiversity database preparation and conservation action plan, and Composting techniques, Shramdaan by teachers and students, Continuation of No Vehicle Zone Day, Biogas preparation, Energy Saving Signals, Plantation Drives, Cleanliness Drives and Seminar/Webinars and Workshops on Environment Conservation were resorted to. IT Audit and E-Waste Audit to be continued with MoU partner Gadolinium Pvt. Ltd. Report for 2019-20 submitted by them. Green Audit to be conducted in coordination with Botany and Zoology Departments.

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Meeting Eleven

The Eleventh meeting of IQAC was held on 7/3/21

- Promote research climate through Institutional Projects
- Topics of Student Projects and Field Work for PG IV Sem were discussed in the current scenario of Social Distancing

Action Taken

- ✓ It was decided to sanction Seed Money from the miscellaneous fund at the disposal of the principal in the next year's Janbhagidari Budget and the project proposals for Micro In-House Research Projects were invited to be put before the Research Proposal Committee.
- ✓ Projects and Field Work in Post Graduate Courses befitting the current Pandemic scenario decided on departmental level.

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Meeting Twelve

Twelfth meeting of IQAC was held on 10/4/21

- Vaccination to be promoted through online extension activities
- Mentoring and Counseling: Considering the onset of COVID, lockdown and the prevailing circumstances, IQAC and Chemistry & Pharmaceutical Chemistry Department etc. decided to energize Wellness Centre SANJEEVANI to conduct online and offline medical and psychological counselling sessions and Check-Up camps as the case may be.
- Work towards Industry Academia Linkage
- Enhance and scale up activities under BIC SYNERGY
- Renovation spots were identified

Action Taken

- ✓ Wellness Centre SANJEEVANI – E-Medical Counseling, Meditation and Check Up Camps, Mental Health Resolve under Psychology Department Counseling Cell SPARSH and Heartfulness MoU
- ✓ Alumni and other Experts were contacted to take up Mentoring sessions under Business Incubation Centre to strengthen Industry Academia Linkage. Possibilities of MoU to be signed in this area were explored and mobilised.
- ✓ Herbal Products Preparation, Eco Ganesh Idol Making and Art and Craft items making were diversified and scaled up under BIC SYNERGY
- ✓ Mrs. Sumina Ligga, Industru
- ✓ Identified renovation spots communicated to the PIU

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Meeting Thirteen

Thirteenth meeting of IQAC was conducted on 17/5/21

- Career Counseling and Mentoring
- Discuss Alumni Campus Connect and speed up efforts to get Alumni Association registered

Action Taken

- ✓ Considering the pandemic situation, lockdown, economy slowdown, increased unemployment and job losses at the homes of the students, it was decided to launch and conduct year-long special series of career counselling and mentoring sessions in various potential areas. Start-Up Mentoring also to be facilitated. Competitive Exam Free Coaching MoU was signed.
- ✓ Registration of Alumni Association, conducting Meet and Fund Raising. Inviting Alumni Experts for Webinars, Workshops and Mentoring Sessions.

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Meeting Fourteenth

Fourteenth meeting of IQAC was conducted on 24/6/21

- Document Best Practices
- Deepen Society Connect
- NIRF, AISHE, Annual Report and AQAR to be finalised

Action Taken

- ✓ IQAC documented the Best Practices of college
- ✓ All the departments documented their best practices
- ✓ Institutional Social Responsibility was strengthened beyond the Extension Activities and Focal Scheme of society connect was diversified.
- ✓ Data collection for all the reports started in offline and online mode.

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