

IQAC Meeting -1

23 July 2019

First meeting of IQAC members was held during July and was chaired by Dr. Ulka Yadav, Principal as the IQAC Chairperson. Following points were discussed:

1. Welcome members of IQAC
2. New Composition of IQAC
3. Discussion on Criteria Distribution
4. Details of new Assessment Procedure of NAAC
5. Demand for Computer operator in IQAC for uploading data as per NAAC requirements
6. College Website updating on HEI portal by Mr. Ramesh Patel and Mr. Vivek Dubey
7. Discussion on identifying MIS modules
8. Running of Certificate and Diploma Courses by Biotech, HSc, Drawing, Psychology, Sanskrit and English Departments.
9. Dongle for all Departments.
10. Standard format of Flex/Banner for all events with mention of IQAC

The meeting ended with a thanksgiving by the coordinator

U. Yadav
Coordinator

U. Yadav
Chairperson

Action Taken

- Appoint a Computer Technician in Computer Application mainly for IQAC work
- Use the online BSNL connection freed from admission process in place of Departmental dongles

R. Bhargava

Amranchand

R. Bhargava

Chauhan

Chauhan

Alp Ahmed

Kee

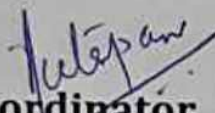
U. Yadav
23/7/19

Singh

**IQAC Meeting
With the Students
16.8.19**

A meeting of IQAC was held on 18.8.19 with the students under the chairpersonship of the Principal and IQAC Chairperson Dr. Ulka Yadav. Following points were notified to the students of IInd and IIIrd year (UG) and students of PG except 1st Sem as they would not be a part of the Induction Programme meant for the First Year of UG and First Semester Students of PG:

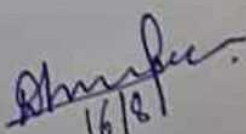
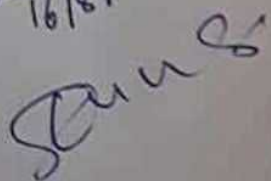
- Ensure 75% attendance
- Keep the college premises and hostel Zero Ragging Zones
- Maximum participation of students in academic and co-curricular and sports activities
- Proper maintenance of campus and hostel infrastructure
- Engage in Cleanliness Campaigns and make college premises plasticless.
- Switch off lights and fans before leaving the class
- Participation in Red Cross, Red Ribbon, NSS and NCC activities
- Maximum participation in career guidance workshops and other seminars
- Plantation and adoption of plants for nurturing
- Organization of Science Exhibitions in the college


Coordinator

Chairperson

Shivani Shivani Solanki

Sisodiya Shwanti Sisodiya


16/8/19


30 August 2019

Second Meeting of IQAC members was held on 30th August 2019 and was chaired by Dr. Ulka Yadav, Principal as the IQAC Chairperson. Following points were discussed with regards to the Induction Programme to be conducted from 4.9.19 to 6.9.19:

- The following members will address the students possibly with their PPT presentations:
Dr. Ravindra Bhardwaj – College History
Dr. D.C. Khandelwal – Teaching, Learning and Evaluation
Dr. Nikhat Parveen – Scholarships and Govt. Schemes
Dr. V k Gupta – Remedial Classes, RUSA, IDP
Dr. Neeta Tapan-IQAC, NAAC, Feedback, Student Satisfaction Survey
Dr. Archana Parmar – Youth Festival and Co-Curricular Activities
Dr. Bharti Srivastava- Career and Placement Cells
Dr. Leena Lakhani – Trainings, Projects and Internships
Dr. Saroj Ratnakar – NCC
Dr. Nirmala Gupta – NSS
Dr. Abha Dixit – Red Cross, Red Ribbon
Dr. Pratibha Akhand – Infrastructure
Mrs. Sangeeta Karlekar – Sports and Yoga
Dr. Rashmi Bhargava – Compere
- The topics and Power Point Presentations of all the Faculty Presenters were discussed with suggestions.
- The time Table and time slots were finalized for the three days Induction Programme to be conducted in september.
- Dance, Instrumental, Solo Singing and Motivational Speech to be given in the concluding session of the Induction Programme by the National Level Winner students of the college.

Tutapan
Coordinator

Ulka
30/08/2019
Chairperson

Action Taken:

- The Induction Programme time schedule was revised by the Govt. of MP and postponed til 17 to 19.9.2019.
- The Decisions of the meeting were forwarded to be implemented on the postponed dates.

Sharma
Chauhan
Singh
Gupta
R. Bhargava
Chandela
AP Ahmed
Neeta

IQAC Meeting -4
12 September 2019

Third meeting of IQAC members was held on 12th September 2019 and was chaired by Dr. Ulka Yadav, Principal as the IQAC Chairperson. Following points were discussed:

- Attendance Records of students to be strictly maintained
- Innovative Teaching Learning Techniques to be adopted
- Certificate Courses to be conducted with Janbhagidari funding on
 - Yoga (Sports/NSS)
 - Eco Ganesh Making
 - Entrepreneurship Development/Skill Development
 - Basic Computer/ IT Training
- Students' Database Form at the time of CCE (under Teacher - Guardian Scheme)
- CCE Modes for Internal Exams to be decided in Departmental Meetings
- Seven Criteria Committees of NAAC decided.

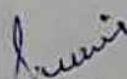
The meeting ended with a thanksgiving by the coordinator

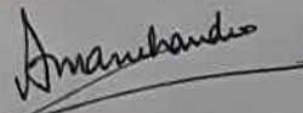

Coordinator



Chairperson

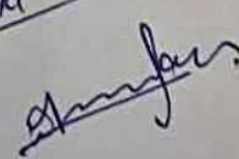
Action Taken:

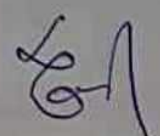
- All Banners prepared with a mention of IQAC
- Eco Ganesh Making Certificate Course conducted by Biotechnology Department.
- Twenty One Days Short Tern Employment Oriented Training Workshop conducted on "English and Soft Skills" by SVCGC

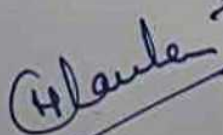

(Mrs. Sumina Ligga) R. Bhargava

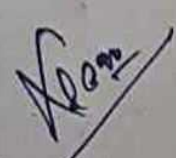

Anand


Dr. Ulka


Dr. Anand


Dr. Ahmed


Dr. Chaudhary


Dr. Khan

IQAC Meeting -3
clubbed with General Staff Meeting
27 September 2019

Third meeting of IQAC was held in collaboration with the General Staff Meeting on 27th September 2019 and was chaired by Dr. Ulka Yadav, Principal and the IQAC Chairperson.

The IQAC Coordinator Dr. Neeta Tapan elaborately explained the current updates of NAAC Accreditation process to the House and the documentation to be done by the individuals, Departments, committees and office. The Seven Criteria Committees decided in the second Meeting conducted on 27th August 2019 were notified to all as under:

Criterion One

Convener Dr. V.K. Gupta
Members Dr. Bharti Jain
Dr. Prateeksha Ambadekar
Dr. Sandhya Daware

Neeta

Criterion Two

Convener Dr. Rashmi Bhargava (in lieu of Dr. Anita Manchandia)
Members Shri Virendra Singh

R. Bhargava

Shri Dharmesh Thakur
Ms. Mayuri Soner
Ms. Kajal Pandey

Criterion Three

Convener Dr. Rekha Sharma
Members Dr. Nidhibala Jain
Dr. Shraddha Kabra
Dr. Chhaya Hardia

Rekha

Criterion Four

Convener Dr. Nancy Chouhan
Members Mrs. Namita Jain
Dr. Dinesh Verma
Dr. Ratnesh Sharma
Dr. Prity Kanujiya

Nancy

Criterion Five

Convener Dr. Leena Lakhani
Members Dr. Pratibha Akhand
Ms. Sheeba Khan
Dr. Divya Vimal
Dr. Priyanka Vaidya

Leena

Criterion Six

Convener Dr. Nikhat Parveen
Members Dr. Ranjana Sharma
Dr. Shalini Vijayvargiya
Dr. Ajay Bkhtariya
Mrs. Sarika Bhavsar
Ms. Sakshi Sardana

NP Ahmed

Neeta Tapan
Coordinator

Ulka
27/09/2019
Chairperson

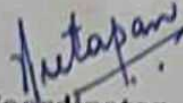
IQAC Meeting -# with Teacher-Guardian Committee

3 October 2019

Fourth meeting of IQAC was held on 3rd October 2019 and was chaired by Dr. Ulka Yadav, Principal as the IQAC Chairperson. The meeting was held with the Teacher Guardian Committee Members of the college. Following decisions were taken in the meeting:

- Obtain the lists of regular students admitted in 2019-20 for name allotments to Teacher Guardians.
- To avoid time waste in locating the students, subject wise allocation will be ensured.
- Notice will be issued to submit the Teacher-Guardian registers duly signed by the Principal to the T-G Committee.
 - Arts Faculty Convener Dr. Neeta Tiwari and Dr. Bharti Jain
 - Science Faculty Convener Dr. Rashmi Bhargava
 - Home Science Faculty Convener Dr. Rekha Sharma
 - Commerce Faculty Convener Dr. Nikhil Joshi
- Columns of Aadhar Card No. and Email Id and Result to be added in the register of T-Gs.
- Permission for printing T-G registers to be taken from the Principal.

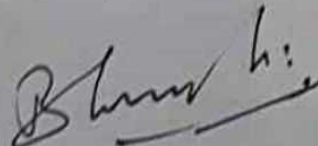
The meeting ended with a thanksgiving by the coordinator

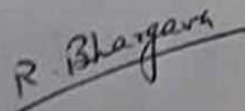

Coordinator

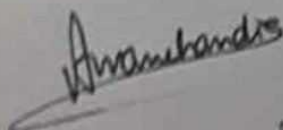

Chairperson

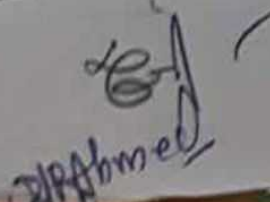
Teacher Guardian Scheme Coordinator

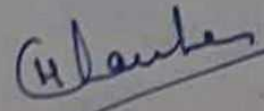


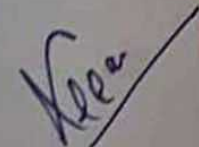












IQAC meeting - 5
Clubbed with Teacher Guardian Committee Meeting
12.10.19


Fifth meeting of IQAC was held on 12th October 2019 and was chaired by Dr. Ulka Yadav, Principal as the IQAC Chairperson. The meeting was held with the Teacher Guardian Committee Members of the college to review the action taken. Following points were put up under the meeting:

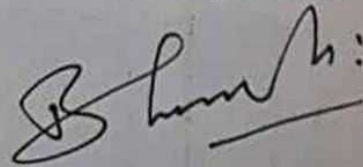
- The lists of regular students admitted in 2019-20 obtained from the Admission Committee for name allotments to Teacher-Guardians.
- The students of BA, BSc, BHSc and BCom were allocated to the TGs by the faculty conveners
- With great efforts it was ensured that all the teachers get equal number of mentees. The Mentor- Mentee Ratio on an average came out to be 1:32.
- The students of Post Graduation were allocated to the Heads of the respective departments. The departments which have less number of students were allocated students of UG also as mentees.
- A register of 100 pages and the list of students were provided to the Mentors of 1st Year students while a register of 50 pages and the lists of the students of IInd Year, IIIrd Year and PG classes.
- The registers printed for Teacher Guardian scheme included the columns of Aadhar Card No., Email ID, and Exam Result.
- A student database has to be prepared by the Mentors about the additional requirement apart from the data provided in the admission lists.
- A General Meeting will be held soon to communicate the details of Teacher- Guardian Mechanism to the staff.

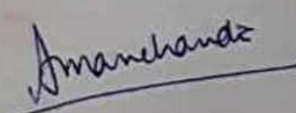
The meeting ended with a thanksgiving by the coordinator

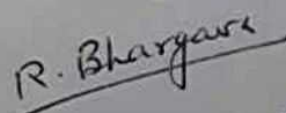

Coordinator

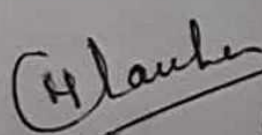

Chairperson

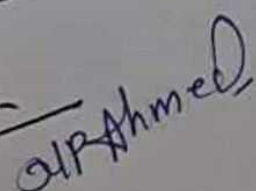

Teacher Guardian Scheme Coordinator

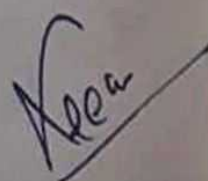



Amanchandra


R. Bhargava


Chander


AlP Ahmed


K. S. K

IQAC Meeting - 6

5 November 2019

Sixth meeting of IQAC was held on 5.11.19 under the chairpersonship of the Principal and IQAC Chairperson Dr. Ulka Yadav. Following points were discussed:

1. Setting up of a Business Incubation Centre to gear up the making of products by the students in Pharmaceutical Chemistry Department, Home Science Department, Drawing Department, Zoology and Biotechnology Department etc.
2. Formation of Business Incubation Cell
Dr. Anita Manchandia Convener *Anita Manchandia*
Dr. Nancy Chouhan Co-Convener *Nancy Chouhan*
Dr. Rekha Sharma Member *Rekha Sharma*
Dr. Ranjana Wankhede Member *Ranjana Wankhede*
Dr. Bharti Shrivastava Member *Bharti Shrivastava*
Mr. Dharmesh Rathore Member *Dharmesh Rathore*
3. Arranging Mentoring sessions in Business Incubation Centre
4. Starting Remedial Classes.
5. Discussion on preparation of Perspective Plan.

U. Yadav
Coordinator

U. Yadav
05/11/2019
Chairperson

Manchandia
Chouhan
Sharma
Wankhede
Shrivastava
Rathore

IQAC

30.12.19

A Meeting of IQAC was held on 30.12.19 under the chairpersonship of the Principal and IQAC Chairperson Dr. Ulka Yadav. Following points were discussed:

- Status of Syllabus
- Organizing training Workshops
- Formalise eWaste Management and sign and MoU
- Review research output
- Feedback collection
- Assess
- Website Updation
- College Magazine

Autipam
Coordinator

G. C. Ch.
30/12/2019
Chairperson

Shruti
Sanskrit

U. Yadav
Principal

Shruti
Shruti
R. Bhargava

IQAC Meeting

1.1.20

with Teacher-Guardian Committee

A Parent Teacher Meet is proposed to be organized on 4.1.2020

A permission of an amount of Rs. 3500/- for the PT Meet will be taken from the Principal

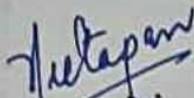
Notice to invite the parents with their wards will be issued and disseminated appropriately.

Besides displaying this notice on different spots of the college, the Teaching staff members and the teacher Guardians will post this invitation on the Whats App Groups.

Feedback form will be drafted and 200 photocopies will be kept ready.

Different committees will be formed for organizing the event successfully.

The meeting ended with a thanksgiving by the coordinator

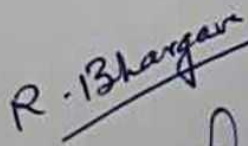

Coordinator

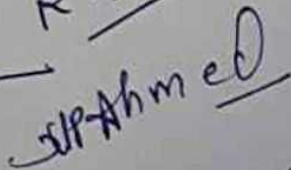

Chairperson

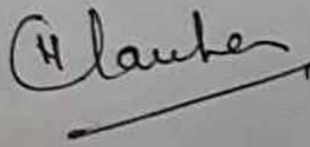
Teacher Guardian Scheme Coordinator

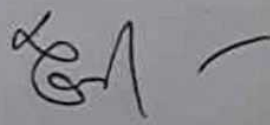


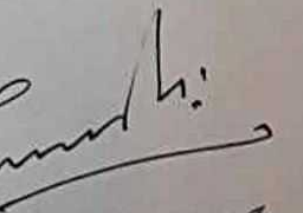

R. Bhargava

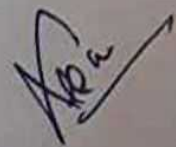

R. Bhargava


R. Bhargava


R. Bhargava


R. Bhargava


R. Bhargava


R. Bhargava

IQAC Meeting
13 January 2020

Seventh meeting of IQAC was held during September and was chaired by Dr. Ulka Yadav, Principal as the IQAC Chairperson. The meeting was held to take the decision of situating the Gandhi Stambh in the College Premises as per the Letter of the Higher Education Department, MP Govt., Bhopal Letter No.79/211-2/38/2020 Dated 10.1.2020. It was decided unanimously that the Gandhi Statue Pillar should be constructed near the Book form tank in the front garden.


Coordinator


Chairperson

Following members were present in the meeting:

Dr. Ravindra Bhardwaj

Dr. D.C. Khandelwal

Dr. Nikhil Joshi

Dr. Anita Manchandia

Dr. V.K. Gupta

Dr. Nancy Chauhan

Dr. Leena Lakhani

Dr. Rashmi Bhargava

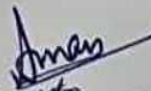

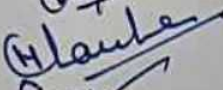
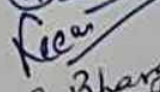
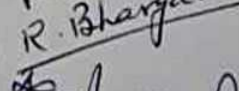
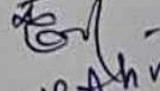
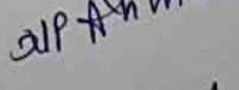
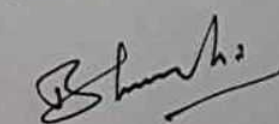
Dr. Rekha Sharma

Dr. Nikhat Parveen

Dr. G.D. Agrawal

Dr. Bharti Jain

Dr. Ranjana Wankhede

**IQAC Meeting
for Alumni Meet
26. February 2020**

A Meeting of IQAC was held under the chairpersonship of the Principal and IQAC Chairperson Dr. Ulka Yadav on 26th February 2020 for conducting the Alumni Meet under the chairpersonship of the Principal and IQAC Chairperson Dr. Ulka Yadav. Following points were discussed:

- The 525 students passed out in 2018-19 from UG and PG of all faculties will be invited in the alumni meet.
- These students will be contacted on Students Whats App Groups.
- Senior Alumni of the college Advocate Ms Kiran Juneja, Head and Professor School of Studies in Physics, Vikram University, Ujjain, Dr. Swati Dubey and Professor School of Studies in Chemistry, Vikram University, Ujjain Dr. Uma Sharma shall be invited as Guests.
- For Tracking Procedure, Form A will be filled by the students attending the Alumni Meet in person.
- Form B will be filled by the teachers by telephonically contacting the students who would not be able to attend the Alumni Meet.
- Tracking Report will be sent to State Project Directorate, RUSA Office, HE Bhopal.

Hetapari
Coordinator

U. Yadav
26/02/2020
Chairperson

Dr. S. K. Singh
Dr. Ulka Yadav
Dr. Swati Dubey
Dr. Uma Sharma
Dr. Kiran Juneja
26/2/20

R. Bhargava
Dr. Chaudhary