

Govt. Naveen College Bori

Minutes of the meeting of IQAC committee

Venue: Principal Chamber

Time: 3:00 pm

Date: 08-09-2023

Member Present:

1 Dr. Tapas Mukherjee

2 Dr. Asha Deewan

3 Dr. Amarnath Sharma

4 Dr. Hansraj Thakur

5 Mrs. Kavita Thakur

6 Dr. Samir Jaiswal

7 Mr. Mohit Kumar

Dr. Meena Chakraborty, IQAC coordinator welcomed the members to the meeting. Honorable Principal Dr. Anand Kumar Vishwakarma chaired the meeting with an introductory speech. The coordinator presented the agenda and discussion were held on each agenda. The following decisions were taken:

Agenda 1 Approval of minutes of previous meeting

The minutes of previous meeting was read by IQAC coordinator Dr. Meena Chakraborty and was approved by the committee members.

Agenda 2 Action taken report of previous meeting

The measures taken by IQAC in previous session and their evaluation was done by the committee.

Agenda 3 Review of college activities of previous session

Review of college activities was done by IQAC coordinator Dr. Meena Chakraborty and took feedback from the concern faculty incharge regarding the activities conducted and collect suggestions for further improvement.


Agenda 4 Preparation of academic calendar and teaching plan

Departments were instructed to prepare departmental academic calendar in accordance with the calendar given by state government of Chhattisgarh. They were also instructed to prepare teaching plan.

Agenda 5 Discipline in campus

In order to maintain discipline in the campus, faculties should make the students aware about the rules and code of conduct of the college. It is the responsibility of all the faculty members to ensure calm and peaceful academic environment in the college campus, for which if it became necessary they can take disciplinary action against any of the misbehavior as per the code of conduct under the supervision of college disciplinary committee.

All the members unanimously agreed to the decisions taken in the meeting.


प्रिन्सिपल
शासकीय नवीन महाविद्यालय बंसी
जिला - दुर्ग (छ.ग.)

Govt. Naveen College Bori

Minutes of the meeting of IQAC committee

Venue: Principal Chamber

Time: 3:00 pm

Date: 17-11-2023

Member Present:

1 Dr. Tapas Mukherjee

2 Dr. Asha Deewan

3 Dr. Amarnath Sharma

4 Dr. Hansraj Thakur

5 Mrs. Kavita Thakur

6 Dr. Samir Jaiswal

7 Mr. Mohit Kumar

Dr. Meena Chakraborty, IQAC coordinator welcomed the members to the meeting. Honorable Principal Dr. Anand Kumar Vishwakarma chaired the meeting with an introductory speech. The coordinator presented the agenda and discussion were held on each agenda. The following decisions were taken:

Agenda 1 Departmental Activities

Departments were instructed to conduct curricular, co-curricular and extracurricular activities as per the departmental activity colander and to compiled all the relevant data of these activities such as notice, attendance of participants, report, press release, geotagged photographs etc.

Agenda 2 Mentor Mentee Record

Faculties were instructed to communicate with their mentees and try to resolve their issues within minimum time period. Faculties also been asked to maintain proper record of it.

Agenda 3 Faculty development programme

Faculties were encouraged to participate in faculty development programme and were asked to submit the certificate of the same to IQAC cell.

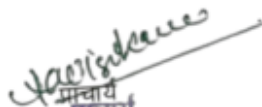
Agenda 4 Internal Examination

Departments were directed to submit question papers for pre final examination within three days. It was decided to conduct the exam in two shifts i.e. exams of science and commerce faculty in first shift and that of arts in second shift. Internal exam committee was directed to make arrangements for question papers, answer sheets and seating arrangement in coordination with office.

Agenda 5 Spots day and Cultural Activities

It was decided to conduct sports day in the month of December and cultural activities in the month of November and December. In charges were directed to prepare and display the schedule of activities on notice board and make necessary arrangements for smooth conduction of them.

All the members unanimously agreed to the decisions taken in the meeting.


प्रिन्सिपल
शासकीय नवीन महाविद्यालय बं.से
जिला -दुर्ग (छ.ग.)

Govt. Naveen College Bori

Minutes of the meeting of IQAC committee

Venue: Principal Chamber

Time: 3:00 pm

Date: 23-01-2024

Member Present:

1 Dr. Tapas Mukherjee

2 Dr. Asha Deewan

3 Dr. Amarnath Sharma

4 Mrs. Kavita Thakur

5 Dr. Samir Jaiswal

6 Mr. Mohit Kumar

Dr. Meena Chakraborty, IQAC coordinator welcomed the members to the meeting. Honorable Principal Dr. Hansraj Thakur chaired the meeting with an introductory speech. The coordinator presented the agenda and discussion were held on each agenda. The following decisions were taken:

Agenda 1 Remedial classes

The students identified as slow learners on the basis of result analysis of unit test and internal exam as well as their class performance, need extra care in their study. Therefore, it was decided to conduct remedial and doubt classes for them to improve their performance in final exam.

Agenda 2 Annual Practical Exam

Departments with practical subjects in their curriculum were directed to conduct internal viva exam to prepare the students for their final practical

exams. Departments were instructed to make necessary arrangements for the practical exams.

Agenda 3 Feedback Analysis

It was decided to circulate google form for feedback in student's group and then class in charge will analyze and submit the analysis to the IQAC. IQAC members will identify the areas of improvement for benefit of the students and will convey the same to administration as per requirement.

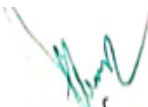
Agenda 4 Submission of faculty development programme certificates

It was decided that all the faculty members will submit the documents related to their achievement throughout the session to IQAC such as certificate of FDP, refresher course, orientation programme, faculty development programme, affiliating university appointment order copy of Board of studies, paper setting, paper evaluation. Paper publication, certificates of presentation in seminar/ workshops/ conferences etc.

Agenda 5 Preparation for AQAR and AISHE

Criteria incharge were instructed to collect supportive documents related to their criteria from all the faculty members and submit it to IQAC cell in time to complete the AQAR of the session.

All the members unanimously agreed to the decisions taken in the meeting.



Principal
Govt. Neveen College Bori
Dist. Durg (C.G.)