



Dr. Radhabai Govt. Navin Kanya Mahavidyalaya Raipur (C.G.)

NAAC Grade B++

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IQAC Meeting

Dated: 25.7.2023

Agenda:

- Discussion on admissions in the session 2023-24.
- Discussion regarding preparation of 2022-23 AQAR.
- Discussion on conducting proposed Value Added Courses in the ongoing session.
- Discussion on Career Guidance and Placement Cell activities.
- Discussion on inviting industrial professionals for guest lectures.
- Discussion on enhancement of research activities through publication of research papers/ book writing.
- Discussion on organizing workshops/seminars/conferences/faculty development programs.
- Discussion on other issues.

Minutes:

- Online admission work in progress. Instructions given as regards increasing the Gross Enrolment Ratio.
- Instructions given as regards collection of documents for preparation of AQAR 2022-2023.
- Decision taken as regards conducting two Value Added Courses in Baking and Mushroom Cultivation.
- Under the aegis of Career Guidance and Placement, an MoU with Orion Educational Society in process.
- Instructions given to all the Heads of the Department as regards conducting guest lectures to strengthen industry-institute linkages.

- All teaching faculties motivated to write research papers and contribute chapters in books and journals.
- All faculty members instructed to organise Seminars/ Workshops/ Faculty Development programs.
- Instructions given to organise skill development programs for students.
- Instructions given to all the departments to collaborate with other educational institutions as regards conducting curricular & extra-curricular activities.

Compliance of previous IQAC Meeting Dated: 27.02.2023

- University annual exams completed as per schedule.
- Undergraduate level internal marks submitted to the University in time.
- Syllabus in post-graduate classes completed by 30.04.2023.
- Academic audit reports submitted in proposed time.
- Students of all the grades motivated for registration in N-List and accordingly trained as regards its usage.
- Library automation work in progress.
- Augmentation of Library foot-fall in view of its optimum utilization duly undertaken.
- N-List subscription for April 2023-March 2024 taken on 20-03-2023.
- All the college committees submitted their annual reports in time.

IQAC Meeting

Dated: 08.9.2023

Agenda:

- Discussion regarding preparation of AQAR 2022-23.
- Discussion regarding setting bench marks for the fulfilment of NAAC recommendations (cycle-3) in the session 2023-24.
- Discussion on other issues with the permission of the Principal.

Minutes:

- Instructions given to conveners of all the criteria regarding preparation of AQAR 2022-23, providing them hard copies of the requisite format.
- Data entry operator, Mrs. Abhilasha Shrivastava, and guest faculty from PGDCA instructed to provide technical assistance for preparation of AQAR.

- Instructions given as regards initiating the proposed Value Added Course in Mushroom Cultivation.
- In compliance with the NAAC recommendations new post-graduate programs introduced in Botany and Chemistry.
- Discussion on the initiatives to be taken up for running all the self-finance courses in the institution as regular government funded courses.
- Discussion on the prospects of introducing new programs like BBA, BCA etc.
- All admission in-charges instructed to fill the remaining vacant seats in view of extension in the deadline of admission by the University.

Compliance of previous IQAC Meeting Dated: 25.7.2023

- Online admission work completed as per schedule.
- Collection of documents for preparation of AQAR 2022-23 in progress.
- Value Added Course in Mushroom Cultivation to commence from the last week of September 2023.
- Preparation of MoU with Orion Educational Society under the aegis of Career Guidance and Placement Cell in process and likely to be signed by next month.
- Institute for Advanced Studies, Pune organised a webinar on 17. 8. 2023 for undergraduate and post-graduate students of Science (B.Sc. and M.Sc.) on the topics “Strategies to crack competitive examination after graduation” and “Preparation of CSIR NET”.
- Career Guidance & Placement Cell and Institute for Advance Studies, Pune organised a webinar on skill development for M.A. and M.Com. students on 18.8.2023.
- My Fledge Institute of Aviation & Hospitality gave information as regards career prospects in the field of Aviation and Hospitality to the students on 06.9.2023.

Agenda:

- Discussion regarding preparation and submission of AQAR 2022-23.
- Discussion on practical examinations in post-graduate classes and internal evaluation.
- Discussion on post-graduate programs syllabi.
- Discussion on conducting annual function as per the given schedule in the academic calendar.
- Discussion on the status of MoU signed in the ongoing session.
- Discussion on the implementation of National Education Policy (NEP).
- Discussion on the institutional infrastructure and renovation work.
- Discussion on Pradhan Mantri Uchchar Shiksha Abhiyan (PM-USHA) scheme.
- Discussion on other issues with the permission of the Principal.

Minutes:

- AQAR 2022-23 preparation work, undertaken by all the criteria, going on as per plan.
- Practical examinations in post-graduate classes to be held between 04.12.2023 to 14.12.2023 as per the university guidelines.
- About 90% course completed in post-graduate classes.
- The internal assessment work in post-graduate classes completed as per schedule and marks uploaded on the university portal.
- Instruction given as regards conducting annual function on the scheduled time.
- Tentative decision taken about conducting Pratibha Protsahan Puraskar in January 2024. Three new categories of awards announced by Dr. Shikha Behera, HOD, Hindi Department.
- Three MoUs signed with BCS Govt. PG College, Dhamtari, MATS University, Raipur and Orion Educational Society.
- All teaching faculty instructed to participate in the forthcoming NEP 2020 Orientation & Sensitization Programme to be organised by Malviya Mission Teacher Training Centre, Pt. Ravishankar Shukla University, Raipur.
- Rupees 2.73 crore received as grant from the State Government as provision for Hostel facility in the college campus. The Public Works Department (PWD) has taken the needful action in this regard.

- A proposal sent for infrastructural development, augmentation of computer laboratory running value added courses and renovation work under PM-USHA scheme.

Compliance of previous IQAC Meeting Dated: 08.9.2023

- Preparation work of AQAR 2022-23 in progress with the technical assistance provided by Ms. Venkteshwaree, faculty, PGDCA.
- Value Added Course in Mushroom Cultivation commenced from 27.9. 2023 and is likely to conclude by first week of December 2023.
- Correspondence work with the department of Higher Education for running all self-finance courses as regular government courses underway.
- Admission work completed as per university schedule and all vacant seats largely filled.

IQAC Meeting

Dated: 01. 03. 2024

Agenda

- Discussion on AQAR 2022-23.
- Discussion on university annual examination 2024.
- Discussion on library automation work.
- Discussion on feedback.
- Discussion on feedback.
- Discussion on academic audit 2023-24.
- Discussion on other issues with the permission of the Principal.

Minutes

- AQAR 2022-23 was submitted on 01.02.2024. It was duly accepted.
- As per the University guidelines, the annual examination this year is to be held in two shifts. First shift is scheduled from 8.30 AM to 11.30 AM and second shift from 12.30

PM to 3.30 PM. The examination team for both the shifts was finalized in the meeting. All the teaching and non-teaching staff was instructed to make necessary preparations in this regard.

- Decision was taken to take assistance from PGDCA department for library automation work.
- Instruction was given as regards obtaining annual feedbacks from students, alumni, teaching and office staff and submitting the analytical report thereafter.
- All the heads of the departments instructed to submit academic audit reports by 15.4.2024.

Compliance of previous IQAC Meeting Dated: 28.11.2023

- AQAR 2022-23 submitted on 01.02.2024.
- Practical examinations in post-graduate classes were held as per schedule.
- Courses in post-graduate classes completed in time.
- Annual function organized on 09.12. 2023 as per schedule.
- Pratibha Protsahan Puraskar held on 01.3. 2024 as per schedule.
- All the teaching faculty participated and completed the NEP Orientation and Sensitization program organized by Malviya Mission Teacher Training Centre, Pt. Ravishankar Shukla University, Raipur.
- Hostel work under process with the help of Public Works Department (PWD).
- No grant received under PM-USHA scheme in response to the college proposal sent for infrastructural/ computer laboratory development work.