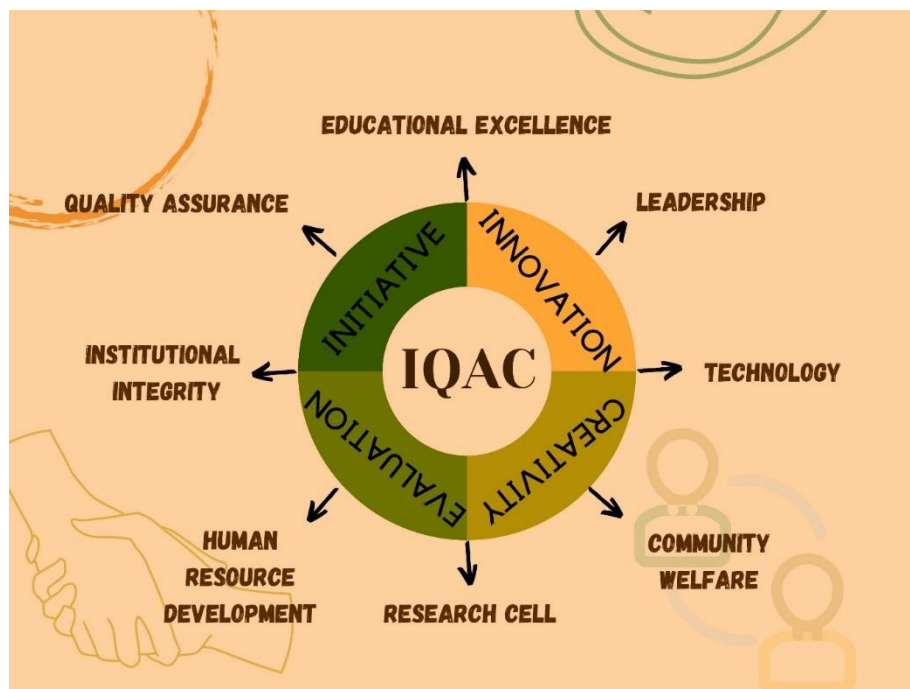




**GOVT. V.Y.T. PG AUTONOMOUS COLLEGE,  
DURG (CHHATTISGARH)-491001**

**PROCEEDING OF THE MEETINGS OF INTERNAL  
QUALITY ASSURANCE CELL (IQAC)**

**2019-20**



# **INTERNAL QUALITY ASSURANCE CELL**

The college has an internal Quality Assurance System which is administered by the Head of the institution, through Internal Quality Assurance Cell (IQAC). The cell has contributed considerably in executing quality assurance strategies and processes.

The college has evolved a strategy for knowledge management keeping in view that successful institutions are knowledge aspirants and are keen to promote and transfer knowledge from one to all.

## **Vision:**

To include quality culture amongst the stakeholders with a commitment to achieve excellence.

## **Mission:**

1. To install the ability for perception and critical thought, creativity & innovation in its stakeholders.
2. To make the students develop the right attitude towards academics and other pursuits in life.
3. To create environment for holistic development of staff & students.



# Govt. V.Y.T. PG Autonomous College, Durg (Chhattisgarh)

(Erstwhile: Govt. Arts & Science College, Durg)

## PROCEEDING OF THE MEETING OF THE IQAC HELD ON

13/11/2019

The Following Member were present in the meetings

S. No.	Name	
1	Dr. R.N. Singh	Principal
2	Dr. Jagjeet Kaur Seluja	Coordinator
3	Dr. G.A. Ghanshyam	External Member
4	Dr. Raksha Singh	External Member
5	Dr. Ameeta Shaha	External Member
6	Dr. Somali Gupta	Advisory Member
7	Dr. Padmawati (Mathematics)	Member
8	Dr. Jay Prakash Sao	Advisory Member
9	Dr. K. Padmawati	Member
10	Dr. Prashant Shrivastwa	Member
11	Dr. Tarlochan Kaur	Member
12	Dr. Sanju Sinha	Member
13	Dr. Satish Sen	Member
14	Dr. Ashutosh Sao	Member Office Staff (Registrar)
15	Dr. Sanjay Yadav	Member Office Staff (Head Clerk)
16	Shri Vijay Agrawal	External Member
17	Dr. Smt. Usha Sahu	Parent Member
18	Shri. Saleem Ahamad	Member
19	Shri Mushtaq Husain	External Member
20	Shri Anil Ballewar	External Member
21	Shri Sumeet Tamrakar	External Member
22	Shri R.K. Sharma	External Member
23	Dr. Anupama Asthana	UGC Cell In-charge
24	Shri Sanjay Pathak	Member from Media
25	Shri Farukh	Member from Media
26	Ku. Pragati Agrawal	Student Representative
27	Ku. Shafiya Parveen	Student Representative

The proceedings for the meeting are as follows :

The chairman welcomed the members and thanked the outside members for their presence. IQAC Co-ordinator welcomed all the Members. IQAC co-ordinator informed about the suggestions received by the members and action taken by IQAC.

- ◆ She pointed out that due to change in technology and advancement in technology there is need to bring about continuous improvement in quality to be globally competitive. The quality improvement needed for wider recognition.
- ◆ Dr. Prashant Shrivastava presented the activities conducted by IQAC time to time for the improvement in quality of students. He informed about the workshops and seminars conferences conducted for improvement and discussion with H.O.D. departments, feedback from stakeholders and their analysis done regularly, Activities regarding environment, lecture by eminent writer Gauhar Raza, activities related to academics & literature, Orientation programme for newly appointed teachers, honour of NET/SET/competitive exam. Selected students. Personality development programmes, proposal of Certificate courses and PG diploma courses.
- ◆ Dr. Padmavati proposed for personality development classes and for Mock- Interview to be conducted in the Institute.

The meeting ended with a vote of thanks to the chair.



Dr. Jagjeet Kaur Saluja

Co-ordinator, IQAC



# Govt. V.Y.T. PG Autonomous College, Durg (Chhattisgarh)

(Erstwhile: Govt. Arts & Science College, Durg)

## PROCEEDING OF THE MEETING OF THE IQAC HELD ON

09-01-2020

The Following Member were present in the meetings

S. No.	Name	
1	Prof. R.N. Singh	Principal
2	Prof. Jagjeet Kaur Saluja	Coordinator
3	Prof. M.A. Siddhiqui	HOD, Mathematics
4	Prof. Abhinesh Surana	HOD, Hindi
5	Dr. Vedwati Mandavi	HOD, Political Science
6	Dr. Kanti Chaubey	HOD, Zoology
7	Dr. Anil Kumar	HOD, Biotechnology
8	Dr. Somali Gupta	Advisor Member
9	Dr. Suchitra Sharma	Department of Sociology
10	Dr. Shikha Agrawal	HOD, Economics
11	Dr. Suchitra Gupta	Department of English
12	Dr. Kamar Talat	Department of English
13	Dr. Sandhya Agrawal	HOD, Anthopology
14	Dr. Usha Sahu	Member (Parent representative)
15	Dr. Divya Kumudani Minj	Department of Zoology
16	Dr. Tarlochan Kaur	Department of English
17	Dr. K. Padmawati	Department of Economics
18	Dr. Satish Sen	Member
19	Dr. Abhishek Mishra	Department of Physics
20	Dr. Sanju Sinha	Member
21	Ku. Sonam Jain	Department of computer Science
22	Ku. Athithi Singh	Department of computer Science
23	Dr. Sapna Sharma	Department of Sociology
24	Dr. Purna Bose	HOD, Physics
25	Dr. Ranjana Shrivastawa	HOD, Botany
26	Dr. Anupama Asthana	UGC Cell In-charge
27	Dr. Pragya Kulkarni	HOD, Microbiology

The proceedings for the meeting are as follows :

After the welcome address by the chairman, IQAC Co-ordinator presented previous meeting minutes and approved by members.

- ◆ Action taken report on the decisions of the last IQAC meeting held on 13.11.2019.
- ◆ Proposal for spoken English & communicative English.
- ◆ Action required by Head, department of English – Action to be completed and report to be sent to IQAC.
- ◆ To lay the quality road map for the academic year 2019-20.

It was resolved that all the PG department to be asked to work on

- (A) Curriculum designing & improvement
- (B) Development and adoption of application oriented courses.
- (C) Innovation in teaching methodology
- (D) Employability enhancement and placement

The road map must include milestones and approaches and expected outcomes.

#### **Action required by**

All HODs: action to be completed and report to be sent to IQAC.

To consider and decide quality improvement strategies for

1. Curriculum development
2. Teaching and learning
3. Examination and Evaluation

Action required by all H.O.D. and controller Autonomous.

The meeting ended with a vote of thanks.



**Dr. Jagjeet Kaur Saluja**  
**Co-ordinator, IQAC**



# Govt. V.Y.T. PG Autonomous College, Durg (Chhattisgarh)

(Erstwhile: Govt. Arts & Science College, Durg)

## PROCEEDING OF THE MEETING OF THE IQAC HELD ON

14.3.2020

S. No.	Name	
1	Dr. R.N. Singh	Principal
2	Shri P.V. Shrinivas Sharma	Career counselor
3	Dr. Anupama Asthana	UGC Cell In-charge
4	Dr. Jagjeet Kaur Seluja	Coordinator
5	Dr. Ajay Singh	Department of Chemistry
6	Dr. S.N. Jha	Department of Commerce
7	Dr. Padmawati	Department of Mathematics
8	Dr. A.K. Pandey	Department of History
9	Dr. Prashant Shrivastawa	Member
10	Dr. Shakil Husain	Department of Political Science
11	Dr. Satish Sen	Member
12	Dr. Sanju Sinha	Member
13	Dr. Dilip Sahu	Department of Computer Science
14	Dr. Vinod Ahirwar	Librarian
15	Shri Rajkumar	Website expert
16	Dr. V.S. Geete	Member

Proceeding of Meeting are as follows :-

IQAC meeting with placement Cell organized in R.No. 21 at 12.00 Noon

Mr. P.V. Shrinivasan Sharma Placement dean Vishakhapatnam was also present in the meeting.

Meeting started with welcome address by chairman. IQAC Co-ordinator read the previous meeting minutes and approval taken.

- The main agenda was to prepare the students for competitive exams. For government and for provide companies.
- To enhance their personality and time management.
- For improvement of communicative English.
- To prepare mail template of placement cell member on website.
- Training of students as required of their choice.
- Formation of training team for placement.

- Up-gradation and increase in the speed of Wi-Fi is also proposed.

**Action required by**

Incharge placement cell ; Action to be completed and report to be sent to IQAC.

Convener website & Internet committee ; Action to completed and report to be sent to IQAC.

Meeting ended with vote of thanks to all present members.



**Dr. Jagjeet Kaur Saluja**

**Co-ordinator, IQAC**





**Govt. V.Y.T. PG Autonomous College, Durg  
(Chhattisgarh)  
(Erstwhile: Govt. Arts & Science College, Durg)**

**PROCEEDING OF THE MEETING OF THE IQAC HELD ON**

**28-01-2020**

**The Following Member were present in the meetings**

S. No.	Name	
1	Prof. R.N. Singh	Principal
2	Dr. Padmawati	Coordinator
3	Prof. M.A. Siddhiqui	HOD Mathematics
4	Prof. Jagjeet Kaur Seluja	Member
5	Dr. Anupama Asthana	UGC Cell In-charge
6	Dr. Purna Bose	HOD, Physics
7	Dr. Kanti Chaubey	HOD, Zoology
8	Dr. Abhinesh Surana	HOD, Hindi
9	Dr. Anil Kumar Pandey	Department of History
10	Dr. Sandhya Agrawal	HOD, Anthropology
11	Dr. Ranjana Shrivastawa	HOD, Botany
12	Dr. Shikha Agrawal	HOD, Economics
13	Dr. Prashant Shrivastawa	External Member
14	Dr. Pragya Kulkarni	HOD, Microbiology
15	Dr. Sapna Sharma	Department of Sociology
16	Dr. Tarlochan Kaur	Department of English
17	Dr. Rachita Shrivastawa	HOD Psychology
18	Dr. Sanju Sinha	Member
19	Dr. Anil Kumar	HOD Biotechnology
20	Dr. K. Padmawati	Member
21	Dr. Suchitra Sharma	Department of Sociology
22	Dr. Vinod Ahirwar	Librarian

Meeting started with welcome address by chairperson IQAC Co-ordinator presented minutes of previous meeting held on 9-1-2020 and minutes approved by members.

- All the departments advised to open the maths/Six month Certificate courses as instructed by Chairman & IQAC Co-ordinator
- Introduction of value added courses in every department.

### **Action required by**

All HOD – All the proposals and action to be completed and report to be sent to IQAC .

- To consider measure and promoting research environment in Institute.
- 1. Undertake special tie-ups with research institution in their respective domains.
- 2. Proposal for research projects in the Institute & provision for seed money.

Action required by

Convener Research cell : The action to be completed in this session and onwards.

Proposal of free ship to poor students

Action required by

Incharge autonomous & Account section :

The action directed to the concerned persons and asked to take action as requirement of student.

Meeting ended with vote of thanks.



**Dr. Padmavati**

**Co-ordinator, IQAC**



# Govt. V.Y.T. PG Autonomous College, Durg (Chhattisgarh)

(Erstwhile: Govt. Arts & Science College, Durg)

## PROCEEDING OF THE MEETING OF THE IQAC HELD ON 7-3-2020

The Following Member were present in the meetings

S. No.	Name	
1	Dr. R.N. Singh	Principal
2	Dr. Padmawati	Coordinator
3	Dr. Jagjeet Kaur Saluja	Member
4	Dr. G.A. Ghanshyam	External Member
5	Dr. Raksha Singh	External Member
6	Dr. Ameeta Shaha	External Member
7	Dr. Somali Gupta	Advisory Member
8	Dr. Jay Prakash Sao	Advisory Member
9	Dr. K. Padmawati	Member
10	Dr. Prashant Shrivastwa	External Member
11	Dr. Tarlochan Kaur	Member
12	Dr. Sanju Sinha	Member
13	Dr. Satish Sen	Member
14	Dr. Ashutosh Sao	Member Office staff (Registrar)
15	Dr. Sanjay Yadav	Member Office staff (Head Clerk)
16	Shri Vijay Agrawal	External Member
17	Dr. Smt. Usha Sahu	Member (Parent Representative)
18	Shri. Saleem Ahamad	Member (Parent Representative)
19	Shri Mushtaq Husain	External Member
20	Shri Anil Ballewar	External Member
21	Shri Sumeet Tamrakar	External Member
22	Shri R.K. Sharma	External Member
23	Shri Sanjay Pathak	Member (Media Representative)
24	Shri Farukh	Member (Media Representative)
25	Ku. Pragati Agrawal	Students Representative
26	Ku. Shafiya Parveen	Students Representative
27	Dr. Anil Kashyap	Special Invited Member (Controller Autonomous Cell)
28	Shri Abdul Mahmood	Special Invited Member (Sports Officer)
29	Shri Vinod Ahirvar	Special Invited Member (Librarian)

30	Dr. Pragya Kulkarni	Special Invited Member
31	Dr. Anupama Asthana	Special Invited Member UGC Cell In-charge

The following members were present in the meeting –

Meeting started with welcome address by Chairperson and IQAC Co-ordinator IQAC Co-ordinator presented the minutes of previous meeting and approval taken from all members present.

- Proposal of National Seminar on every department.
- Workshop on computers and research methodology for research scholars.
- MoUs with other institute of National level.
- For e-content development and provision of e-content for other College students.
- Development of play ground.

The meeting ended with vote of thanks to all members present.



**Dr. Padmavati**  
**Co-ordinator, IQAC**