

MINUTES OF MEETING HELD ON-04/08/18

- Admission status for the session 2008-2019 was discussed by the members of IQAC. This included the numbers of admissions in different faculties, the admissions process and impact of new government scholarship schemes “Medhavi and Karmakar” on the number of admission.
- The first year advisors were advised to be very vigilant as far as documents regarding anti ragging forms, society members ship, admission documents and advisor forms collection was concerned.
- As the autonomous status had already been conferred, the advisors of first year were advised to be in constant touch with the autonomy team.
- Suggestions and advices regarding effective working of autonomous system were asked from the teachers of the college.
- NSS and NCC in charges were requested to perform their regular activates sincerely and should inform about new enrolments to IQAC. They were also asked to prepare detailed report of NSS and NCC so that the reports be timely submitted at the time of AQAR submission.
- It was also decided that fresher’s meet will be held faculty wise after one week of completion of admission process.
- The members applauded the decision of college body of starting value addition classes, such as music and dance course, fashion technology course.
- In the meeting the C.C.E pattern for all the classes was also discussed and finalised.

MINUTES OF MEETING HELD ON-02/01/19

- The members reviewed the various activities of autonomous cell prominently formation of Board of studies of various subjects ,approval of syllabus, the new course to be started under autonomous system and conduction of P.G. first semester exam in december under autonomy.
- Since the college is progressing the members of IQAC advised the HOD'S if they want to open research centre at their department , they must have one department member as registered guide from the University.
- The committee advised all the teachers should work for their up gradation.
- The members of IQAC congratulated on the successful completion of spiritual camp and it was also advised that the spiritual camp should be organised in the month of September every year.
- The committee also suggested that activities of the college such as parampara divas, annual function and farewell of students should be completed should be completed by 15th Feb so as the students get enough preparation time for their exams.
- The members emphasised on the condition of national level workshop and seminar in the college.
- In view of the above point a national level seminar was planned. Various details such as theme , date, duration invited speakers etc. were discussed by the members of IQAC.
- The members also reviewed the monthly report by various department and also suggested some measures so as the departmental activities could be more beneficial for students.
- The members also disused about the details of the college yearly magazine 'Divya'.

MINUTES OF MEETING HELD ON-15/05/19

- As this year the college has to conduct exams under autonomy as well as university the members informed the HOD's to communicate to their respective department members as there would be requirement of the staff in both the pattern of examination therefore the staff members would be called for emergency duties.
- The members congratulated the staff and other employees of the college on the successful conduction of national seminar "Quality enhancement in Higher Education Institutions"
- The members then discussed and finalised the publishing of proceeding of the seminar.
- The members also congratulated the Arts and B.Ed faculty for the successful conduction of national workshop on research methodology.
- The members also reviewed the verification report of all department along with college library and college verification report.
- The members appreciated the successful commencement of Parampara divas , annual function, sports day and farewell of students . The members appreciated the hard work put in by the staff of the college specially in regard to the fact that chief guest of the annual function was Hon' Governor of M.P.
- The members analysed the academic audit report submitted by audit committee and give their suggestions regarding the same.
- The members also reviewed the information submitted by the various departments, societies and criteria heads for the AQAR. The also directed that the in complete information should be submitted by the relevant individuals as soon as possible.