Minutes of the Meeting of Internal Quality Assurance Cell (IQAC),

Date: 3rd September, 2021 Time:11.30 AM

Venue: Principal's Office

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 3rd September, 2021 at 11:30 am in Principal's Office.

1. The minutes of the previous meeting were read and approved unanimously.
2. Action Plan and Academic Calendar for the session 2021-22 was designed, with the help of suggestions provided by various departments. Admission process was discussed thoroughly.
3. It was decided to register and proceed for AISHE and NIRF.
4. IQAC reviewed IIQA thoroughly and unanimously decided to submit it on 4th September, 2021.
5. It was decided to take Online Induction Programme in the beginning and Farewell Programme at the end of the session for the students. As no other matter came up for discussion, the meeting concluded with the vote of thanks.

Minutes of the Meeting of Internal Quality Assurance Cell (IQAC),

Date: 1st November, 2021 Time: 10.30 AM

Venue: Principal's Office

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 1st November, 2021 at 10:30 am in Principal's Office.

1. The minutes of the previous meeting were read and approved unanimously.

2. IQAC reviewed the uploaded data of SSR and unanimously decided to submit it on 3 November, 2021. The copy of SSR was put before the management and approved it for the further process.

3. The principal suggested IQAC to be prepared for all possible queries regarding DVV. As no other matter came up for discussion, the meeting concluded with the vote of thanks.

Minutes of the Meeting of Internal Quality Assurance Cell (IQAC),

Date: 19th March, 2022 Time: 12.30 PM

Venue: Principal's Office

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 19th March, 2022 at 12:30 pm in Principal's Office.

1. The minutes of the previous meeting were read and approved unanimously.

2. IQAC suggested to improve and renovate infrastructure to meet the various needs of students and to improve educational space. It was decided few areas to develop such as Open Stage, Pavers in front of open stage, desk-benches, Digital Board, Business TV for notice, etc.

3. After pandemic the normalcy was restored and offline TLP were initiated. So, the challenges regarding transformation from online to offline were discussed thoroughly.

4. As no other matter came up for discussion, the meeting concluded with the vote of thanks.

Minutes of the Meeting of Internal Quality Assurance Cell (IQAC),

Date: 28th May, 2022 Time: 11.30 AM

Venue: Principal's Office

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 28th May, 2022 at 11:30 am in Principal's Office.

1. The minutes of the previous meeting were read and approved unanimously.

2. Dr. Sanjay Vite informed all that the SSR was approved and we are eligible for Peer Team Visit, hence next step is to fill the possible dates of PTV and initiated the further payment. IQAC also reported to the principal that all departmental preparation and documentation was reviewed thoroughly and proper suggestions were given to the respective departments. Discussion was made on formation of various PTV committees.

3. All collected feedback forms and API were reviewed. All the reports of working committees and departments wise progress were discussed.

4. As no other matter came up for discussion, the meeting concluded with the vote of thanks.

Action Taken Report 2021-22

S. N.	Plan of Action	Achievements
1	To prepare Action plan and Academic Calendar of 2021-22.	Action Plan and Academic Calendar were prepared and uploaded on college website. Academic, Co-curricular & Extra-curricular activities conducted in tune with Academic Plan.
2	To form various working committees for the decentralization in working of the institution	Various working committees formed & functional with periodic interactions.
3	To arrange placement activities though industrial linkage and placement cell	Training Programme was organised and other attempts were made for placement of students.
4	To promote research and extension activities	Teachers were encouraged to write research paper for peer reviewed journals and conference proceedings. Various Extension Activities were taken.
5	To felicitate students and staff of the institution for their achievements	Students and staff of the institution were felicitated on limited level due to Covid-19.
6	To promote cultural and community development activities with the help of NSS and NCC units of the institution	Various cultural and community development activities were promoted with the help of NSS and NCC units of the institution.
7	To active Alumni Association and Parent Teacher Forum of the institution	Alumni Association was registered.
8	To purchase additional books for the library of the college.	New 123 books purchased during the year in a central library of the college.
9	To organise Financial Literacy Programme for students and staff.	Organized online SEBI programme for students, staff, and society was organized.
10	To organise conference, seminar, workshop and placement activity, etc.	Online Seminars and Workshops were organized. Online Induction Programme for Fresher was organized.
11	To complete automation of Library	Done partially.
12	To enhance beautification of campus.	Tree plantation and maintenance activities were carried out.
13	To organize activities related to Gender Sensitization	Various online programmes on Gender Sensitization were organized.
14	To establish MOUs with other institutions/organizations	MoUs were done.
15	To keep track of UGC website	It is on regular basis.
16	Organisation of Nutritional and Health Week	It is organised online.
17	Organisation of Environmental awareness programme	It is organized.
18	Organisation of NCC & NSS camps	Due to Covid-19 such organization was not possible.
19	Organisation of Edutainment Week	Organized online & offline mode for English slow & advance learners.

20	Students' participation in social Activities	Students participated in various social activities.
21	To develop Skill Development Courses of more than 30 Hours (Pouch Course)	Various Departments continued earlier Pouch Courses.
22	Mentor-Mentee system will be effectively followed.	Due to Covid-19 it was not possible but student's problems were solved through social media and online mode.
23	Organization of Training Programme for Teaching and Non-teaching Staff	Online Conference, Workshops, Refresher Course and Training Programmes were organized.
24	To emphasis on effective use of ICT in TLP.	Teachers used ICT in TLP. Maximum Online Resources and Technological Tools were used during Covid-19 Pandemic.
25	Monitoring of student's performance and learning outcome.	It is monitored.
26	Up-gradation of College Website	It's on regular basis.
27	Infrastructural Development	Open-Stage, Pavers in Ground before open stage, Gate no. 1, Recording and media center, renovation of Auditorium were in progress.

CO-ORDINATOR
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Co-ordinator, IQAC

Principal
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Principal