






Minutes of the IQAC meeting held on 02/07/2018


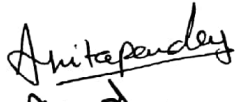


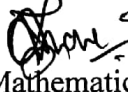

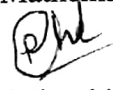

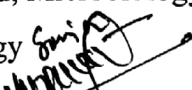


The meeting of the IQAC committee members was held on 02/07/2018 (Monday) at 3.30 p.m. in the IQAC Room No. B-107

MEMBERS PRESENT:

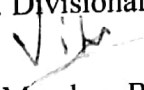


MEMBERS OF IQAC (2018-2019 to 2019-20)

Principal & Chairperson : Dr. Raksha Singh 
NAAC Co-ordinator : Dr. J Durga Prasad Rao, 
Additional Director & Head, Computer Science
IQAC Co-ordinator : Mr. Sandeep Jashwant, 
Assistant Prof & Head, Management

IQAC members:

1. Dr. Archana Jha, Assistant Prof & Head, Hindi 
2. Dr. Anita Pandey, Assistant Prof & Head, Commerce 
3. Dr. Subodh Kumar Dwivedi, Assistant Prof, Commerce 
4. Dr. Virendra Kumar Singh, Sports Officer 
5. Dr. Rahul Mene, Assistant Prof & Head, English 
6. Mrs. Preeti Shrivastava, Assistant Prof & Head, Mathematics 
7. Dr. Vandana Singh, Assistant Prof, Education 
8. Dr. Rachana Choudhary, Assistant Prof & Head, Microbiology 
9. Dr. Sonia Bajaj, Assistant Prof & Head, Zoology 
10. Mr. Pawan Kumar Sahu, Administrative staff 
11. Mrs. Soniya Verma, Administrative staff 

External Members:

1. Mr. Vikesh Mishra, Dy. Divisional Manager, Dhavalas Agribusiness Consortium Ltd, Bhilai (Local Society) 
2. Mrs Usha Sao (Student Member, B.Ed.) 
3. Mr. Vaibhav Singh Chandel (Alumni member)
4. Mr. Vijay Narayan Dwivedi, Ex AGM Bhilai Steel Plant (Parent, Stakeholder)
5. Mr. Torit Sarkar (Parent, Stakeholder) 

Agenda:



1. Confirmation of the minutes of the previous meeting
2. Proposal for sanction of posts in various departments as per requirements.
3. Proposal to start BA LLB, B.Com LLB, MA (Economics) & MA (Sociology)
4. Introduction of new courses B.A Ist (Additional subjects - Psychology, Music & English Literature, MA.(Economics) and PGDCA
5. Proposal to start Certificate Training Programmes in Computer and Zoology department
6. Initiation of NCC Unit of Girls' wing
7. The Departments will be encouraged to have MoU's with leading consultancies, Laboratories and NGO'S for the benefit of students and society.
8. Expansion of library Infrastructure
9. Reward and incentive schemes for staff and student
10. Scholarship/Freeship will be given to deserving candidates
11. Swimming pool Facility be given to Students, Employees and their Children at concessional Rates
12. Renovation of Indoor Sports Training Centre
13. College Fest will be organized at the faculty level
14. The fee structure for the session 2019-2020 will be finalized.
15. Activities be initiated for promotion of social welfare and cultural integration
16. Any other matter with the permission of the chair.

Mr. Vijay Narayan Dwivedi and Mr Vaibhav Singh Chandel was absent in the meeting.

Resolutions:

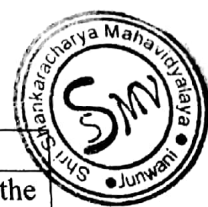
It was resolved to:

1. Minutes of previous meetings were approved and Importance, Roles and functions were presented to the new members of IQAC.
2. The requisition of Ad-hoc/Part time teaching staff prepared by various departments was tabled and approved for sanction in various Departments as per requirements.
3. It was decided to apply for the programs BA LLB, B.com LLB, MA (Economics) & MA (Sociology) in Directorate of Higher Education, Govt. of Chhattisgarh, Naya Raipur.
4. Preparation for the Affiliation of B.A Ist (Additional compulsory subjects, MA.(Economics) and PGDCA during the session has started
5. It was discussed and decided to start Certificate Training Programmes by Computer Science (on title "Fundamentals of I.T") and Zoology Department (on the title "Hematological Test")
6. It was informed that the college will start with first batch of Girls' Wing of NCC Unit in the 37 CG Battalion, Durg on self-finance basis.
7. It was decided to encourage all the departments of the college to have MoU's with leading consultancies, Laboratories, educational institutions and NGO's for the benefit of students and society.
8. It was decided to install DLP in the reading room. It can be used during the Induction and orientation training of students at the start of session and during the parallel technical sessions of seminars and conferences



9. It was discussed and decided to introduce reward and incentive schemes for staff (for Staff of the year award, book publication, paper publication paper presentation, patents and copyrights) and meritorious students
10. Freeship be given to students with the categories be further extended to Economic Backward Class, International and National Sportsperson, NCC, NSS, Physically handicapped students, students with Outstanding Contribution in the field of Social and cultural, merit basis and employees dependents. Percentage ranging from 20% to cent percent. However the facility will not be given to those who have applied for Post-Matric scholarship/Minority Scholarship given by the State/Central Govt.
11. It was decided to renovate the Indoor Sport Training Centre after which it will be given to reputed academy for its maintenance and for better training of students.
12. It was discussed and decided that the swimming pool which has been handed over to dolphin academy, will be directed to give concession to students, employees and their dependents. This will encourage the students to improve their skills and participate at various levels in swimming competitions
13. To give platform to the students to showcase their talent Commerce, Science and Management fest will be organized separately with events in the areas of Academics, Cultural and Sports.
14. The fee structure of 2018-19 was proposed with the consultation of all the head of the departments.
15. It was decided that activities such as women award be initiated for promotion of social welfare and cultural integration
16. Any other matter with the permission of the chair.

Action Taken Report (29/10/2018)



Meeting Date	Decision Taken	Action Taken
	Sanction of posts in various Departments as per requirements.	Approval was sought from the Management for the appointment of 24 Faculties (Commerce & Management , Humanities and Science) on Ad-hoc / Part time basis
	It was decided to apply for the programs BA LLB, B.com LLB, MA (Economics) & MA (Sociology) in Directorate of Higher Education, Govt. of Chhattisgarh, and Naya Raipur.	Process for permission from ministry of Higher Education , Chhattisgarh, Govt. has been initiated by filing of application in the office of Commissioner, Directorate of Higher Education, Raipur on 11 July 2018.
	Affiliation of B.A Ist (Additional subjects, MA.(Economics) and PGDCA	Permission for the said Programs was received from the affiliating university in the month of October
	Certificate Training Programmes by Compute and Zoology Departments	Certificate Training Programmes by Computer title was decided as "Fundamentals of I.T" and Zoology Departments Certificate on the title "Hematological Test" was held from 08/10/2018 to 14/10/2018 in which 38 students were benefited
	Initiation of NCC Unit of Girls' wing	First batch with 18 Cadets of Senior Wing (Girls) of NCC Unit under 37 CG Battalion, Durg on self-finance basis.
	Departments will be encouraged to have MOU'S with leading consultancies, Laboratories and NGO'S for the benefit of students and society	MoU's with the SOMITEL, ARDENT, MJ College, Dastak Classes, BIT and Extension of MOU with sister Concern Institute SSTC was initiated
	It was decided to apply for the programs BA LLB, B.com LLB, MA (Economics) & MA (Sociology) in Directorate of Higher Education, Govt. of Chhattisgarh, and Naya Raipur.	Process for permission from ministry of Higher education , Chhattisgarh, Govt. has been initiated by filing of application in the office of Commissioner, Directorate of Higher Education, Raipur on 11 July 2018.
	Enhancement of library Infrastructure	DLP was installed in the month of september in the reading room
	Reward and incentive schemes for staff and students	Reward and incentive schemes for staff (Staff of the year award, book publication,



	paper publication paper presentation, patents and copy rights) and meritorious students was initiated with certificate of excellence to be given along with incentive ranging from Rs. 1000, Rs.2000, Rs 2500. Rs.3000, Rs.4000, Rs 5000 and Rs 35000 each. These Rewards be conferred to the achievers on the occasion of 15 August / 26 August every year.
Scholarship/Freeship will be given to deserving candidates	The students have filled the forms of freeship and the final decision will be taken by January 2019.
Swimming pool Facility be given to Students, Employees and their Children at concessional Rates	Our outsourcing partners for swimming pool Dolphin Academy has been given the directives to provide the membership to interested students , Employees and their dependents at concessional rates
Swimming pool Facility be	The Indoor Sports Training Centre has been Renovated by September
College fest will be celebrated at the faculty level	It was decided on 09/07/2018 to have fest of education, commerce, management and science separately to foster their talent in academics, sports and culture.
The fee structure for the session 2018-2019 will be finalized	All Departmental Heads opinion was taken of the next year's fees structure which was forwarded to management and was approved on 03/07/2018
College fest will be celebrated at the faculty level	It was decided on 10/07/2017 date to have fest of education, commerce, management and science separately to foster their talent in academics, sports and culture.
The fee structure for the session 2019-2020 will be finalized	All Departmental Heads opinion was taken of the next year's fees structure which was forwarded to management and was approved on 09/07/2018

Dr. Raksha Singh

Principal

Shri Shankaracharya Mahavidyalaya
Junwani, Bhilai (C.G.)



Minutes of the IQAC meeting held on 05/12/2018

The meeting of the IQAC committee members was held on 05/12/2018 (Wednesday) at 1.30 p.m. in the IQAC Room No. B-107

MEMBERS PRESENT:

MEMBERS OF IQAC (2018-2019 to 2019-20)

Principal & Chairperson

: Dr. Raksha Singh

NAAC Co-ordinator

: Dr. J Durga Prasad Rao,

Additional Director & Head, Computer Science

IQAC Co-ordinator

: Mr. Sandeep Jashwant,

Assistant Prof & Head, Management

IQAC members:

1. Dr. Archana Jha, Assistant Prof & Head, Hindi-
2. Dr. Anita Pandey, Assistant Prof & Head, Commerce
3. Dr. Subodh Kumar Dwivedi, Assistant Prof, Commerce
4. Dr. Virendra Kumar Singh, Sports Officer
5. Dr. Rahul Mene, Assistant Prof & Head, English
6. Mrs. Preeti Shrivastava, Assistant Prof & Head, Mathematics
7. Dr. Vandana Singh, Assistant Prof, Education
8. Dr. Rachana Choudhary, Assistant Prof & Head, Microbiology
9. Dr. Sonia Bajaj, Assistant Prof & Head, Zoology
10. Mr. Pawan Kumar Sahu, Administrative staff
11. Mrs. Soniya Verma, Administrative staff

External Members:

1. Mr. Vikesh Mishra, Dy. Divisional Manager, Dhavalas Agribusiness Consortium Ltd, Bhilai (Local Society)
2. Mrs Usha Sao (Student Member, B.Ed.)
3. Mr. Vaibhav Singh Chandel (Alumni member)
4. Mr. Vijay Narayan Dwivedi, Ex AGM Bhilai Steel Plant (Parent, Stakeholder)
5. Mr. Torit Sarkar (Parent, Stakeholder)



Agenda:

1. Confirmation of the minutes of the previous meeting
2. College App For ICT applications with enhanced usage.
3. The permanent recruitment of staff.
4. Awards for Staff and Students
5. Cashless campus drive
6. Semester and Annual examination internal reforms be made

Mr. Vijay Narayan Dwivedi and Mr Torit Kumar Sarkar was not present in the meeting.

Resolutions:


It was resolved to:

1. Minutes of previous meetings were approved.
2. College App Aarambh be made more efficient by uploading video lectures as well in it.
3. It was decided that the permanent recruitment of staff in political science, computer science, Physics, Electronics, Chemistry, Biotechnology, Psychology, Music and Microbiology be initiated.
4. The Awards initiated under the following categories: a) Staff of Year Award (04 persons); 02 Teaching & 02 Non-teaching b) Book Publication (National & International) c) Paper Publication (International & National under 05 different categories) d) Paper presentation in Seminar/Conferences (National & International) e) Patent (Individual and Institutional) f) Copyright g) Student Securing Merit Position at University Level. The awards will be distributed worth Rs.46500.00 (Rs. Forty six thousand five hundred only) on 26 January 2019
5. It was discussed and decided that almost all transactions be cashless.
6. It was decided that in Semester and Annual examination the internal squad be constituted for fair exams and the students candidates appearing in these exams have to remove their shoes and socks before entering the class and hall of exam.
7. Any other point with the permission of the chair. (i) It was informed by the NAAC coordinator that the around forty percentage of construction of Rajrajeshwari Temple is complete.



Action Taken Report (05/03/2019)

Meeting Date	Decision Taken	Action Taken
05/12/2017	College App For Enhanced ICT applications	In College App Aarambh the teaching faculties have started uploading videos as well .
	The permanent recruitment of staff	For the permanent recruitment of staff in political science, computer science , Physics, Electronics , Chemistry , Biotechnology , psychology, Music and Microbiology the Advertisement was published in three reputed national level news papers dated 15/12/18 and 16/12/18
	Cashless Campus Drive	To promote cashless drive Paytm option was given to students along with NEFT, RTGS,IMPS, Demand Draft, Debit/Creditcard Payment Through swipe machines.
	Award for Staff & Student	Approval from Management was sought for the Awards under the following categories: a) Staff of Year Award (04 persons); 02 Teaching & 02 Non-teaching b) Book Publication (National & International) c) Paper Publication (International & National under 05 different categories) d) Paper presentation in Seminar/Conferences (National & International) e) Patent (Individual and Institutional) f) Copyright g) Student Securing Merit Position at University Level.
	Semester and Annual examination internal reforms be made	In the Semester exams held in the month of December and January the internal Squad was constituted as decided


Dr. Raksha Singh
Principal
Shri Shankaracharya Mahavidyalaya
Junwani, Bhilai (C.G.)






Minutes of the IQAC meeting held on 27/04/2019





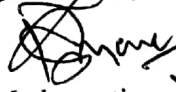

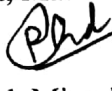
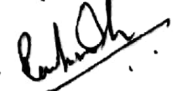



The meeting of the IQAC committee members was held on 27/04/2019 (Saturday) at 3.30 p.m. in the IQAC Room No. B-107

MEMBERS PRESENT:


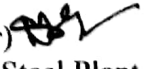

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3. Mr. Vaibhav Singh Chandel (Alumni member) 
4. Mr. Vijay Narayan Dwivedi, Ex AGM Bhilai Steel Plant (Parent, Stakeholder)
5. Mr. Torit Sarkar (Parent, Stakeholder) 



The members Mr. Vijay Narayan Dwivedi and Mrs Usha Sao were not present in the meeting due to their preoccupations.

Agenda:

1. Confirmation of the minutes of the previous meeting
2. Commencement of New Courses
3. IQAC Free-ship scholarship for the session 2018-2019
4. Proposal of construction of green rooms for constructions.
5. Cashless Campus Drive
6. Go Green concept be promoted.
7. Construction of Green rooms.
8. Academic & Administrative Audit report for the session 2017-18
9. Annual Budget for the session 2018-2019
10. Any other matter with the permission of the chair

Resolutions:


It was resolved to:

1. Minutes of previous meetings were approved.
2. It was decided to initiate the process of commencing new courses - B.A. L.L.B. Five Year Integrated - Semester System, B.Com. L.L.B. Five Year Integrated - Semester System, M.A. Economics, M.A. Sociology
3. It was informed that the IQAC Freeship scholarship for the session 2018-2019 was given to a total students of 182 students (Merit/ Sports/EWS/Employee's dependent/Cultural excellence/Physically Handicap/ NSS/NCC) .
4. It was decided to propose for construction of separate Green rooms for boys and Girls at the back of auditorium along with other rooms
5. Academic & Administrative Audit report was presented for the session 2018-19
6. Proposal has been invited from various departments for their Annual Departmental Budget during the session 2019-2020
7. It was informed by the chair that as decided in the previous meeting that the management of the college has approved to provide Award for staff & student for their academic achievements and college has implemented College App "AARAMBH" which will act as an effective ICT link between student, teachers and college for sharing important information in the form of notices, notes, circulars etc further video lectures will be uploaded for students and staffs benefit.
8. Any other point with the permission of the chair. (i) During discussion in the meeting IQAC coordinator informed the members that the Construction of Rajrajeshwari Temple is completed around 40 percent and is expected to be complete in next session (ii) IQAC coordinator informed the members that on the demand of students permanent shade was fitted in front of the student and Account section in order to protect them from scorching heat and rain. (iii) IQAC coordinator further informed that an amount of Rs. 2100/- was refunded electronically to one of the BBA students on her written requeston 5/4/2018.

Action Taken Report (15/05/2019)



Meeting Date	Decision Taken	Action Taken
28/04/2018	Commencement of New Courses	The process of commencing new courses - B.A. L.L.B. Five Year Integrated - Semester System, B.Com. L.L.B. Five Year Integrated - Semester System, M.A. Economics, M.A. Sociology was initiated as per UGC/Higher Education norms
	Go Green concept be promoted	The Go Green Concept be promoted by initiating Vermicompost pit been constructed in the college campus
	IQAC Freeship scholarship for the session 2018-2019	The IQAC Freeship scholarship for the session 2018-2019 was given to a total 182 (One hundred Eighty two) students(Merit/Sports/EWS/Employee's dependent/Cultural excellence/ NSS/NCC)
	Additional Rooms for constructions.	Additional Rooms was constructions in the 2 nd floor of the college building with 09 rooms which includes lecture rooms, labs, Library and Toilet in the total area of 11,805.16 Sq. Feet. Two separate rooms be constructed
	Academic & Administrative Audit report for the session 2018-19	Academic & Administrative Audit was conducted on 3/07/2018
	Annual Budget for the session 2018-2019	An amount of Rs 446.36 Lacs has been proposed for the Annual Budget during the session 2018-2019.


Dr. Raksha Singh
 Principal
 Shri Shankaracharya Mahavidyalaya
 Junwani, Bhilai (C.G.)