



GOVT. KAMLA RAJA GIRLS POST GRADUATE AUTONOMOUS COLLEGE, GWALIOR (M.P.) INDIA

INTERNAL QUALITY ASSURANCE CELL (IQAC)



(Affiliated to Jiwaji University, Gwalior under 2(f) & 12(b) NAAC – 'A' Grade Accredited Institute)
www.krgcgwalior.org krgc@rediffmail.com Phone : 0751- 2625495, 0751-2438173

No./NAAC/IQAC/2022-23

Gwalior, dt. 28th June 2022

Minutes of 1st Meeting of IQAC

28th June, 2022

The first quarterly meeting of IQAC of the session 2022-2023 has been conducted on 28th June, 2022 Tuesday at 03.00 pm at Conference Hall of Academic Cell. The presence of member IQAC was as follows :

1.	Dr. M.R. Kaushal	- Principal and Chairperson	Present
2.	Prof. R.S. Pawar	- External Expert (Administration)	Present
3.	Dr. B.M. Kulshreshtha	- External Expert (Educationist)	Present
4.	Ms. Asma Mohan Kalasiya	- External Expert (Industrialist)	Absent
5.	Dr. Manju Dubey	- Faculty Representative, Home Science Faculty	Present
6.	Dr. R.K. Dubey	- Faculty Representative, Science Faculty	Absent
7.	Dr. Ila Shukla	- Faculty Representative, Arts Faculty	Absent
8.	Dr. S.S. Tomar	- Faculty Representative, Social Science Faculty	Absent
9.	Dr. V. K. Bansal	- Faculty Representative, Commerce Faculty	Present
10.	Dr. D.P. Singh	- Controller, Examination	Absent
11.	Dr. Harish Agarwal	- Teacher In-charge, Janbhagidari Samiti	Absent
12.	Dr. Preetibala Shrivastava	- Incharge, Employment & Career Counseling Cell	Present
13.	Dr. Veena Shukla	- Programme Officer, NSS & Alumni Representative	Present
14.	Dr. Archana Kushwah	- NCC Officer	Present
15.	Mr. Raghvendra Tripathi	- Librarian	Present
16.	Mr. Manohar Katariya	- Sport Officer	Absent
17.	Mr. G.S. Dohare	- Representative Office Staff	Present
18.	Ms. Sakshi Rawat	- Student Representative	Present
19.	Prof. Sanjay Swarnkar	- Co-ordinator/Director	Present

Invited Members :

1.	Dr. Charu Katare	- Dy Academic Secretary	Present
2.	Dr. Sadhna Pandey	- Dy Academic Secretary	Present
3.	Dr. Charu Chitra	- Asstt. Academic Secretary	Present
4.	Dr. Anand Kumar Singh	- Asstt. Academic Secretary	Present

AGENDA OF THE MEETING :

Agenda Item 01

To approve the decisions taken in the previous meeting of IQAC dated April 19th, 2022.

Agenda Item 02

Proposal for one day workshop organized by IQAC on the subject of NAAC Assessment and Accreditation.,

Agenda Item 03

To provide grants from Autonomous Fund for the upgradation of all the departments and research study centers of the college, reference books, research journals, equipment, repair and maintenance of equipment, accidental (which includes the furnishing of the department) in the session 2022-23. Proposal for allocation of funds as follows –

<i>PG Department (Science Faculty)</i>	<i>: Rs.2.00 lakh per department</i>
<i>PG Department (Faculty of Commerce)</i>	<i>: Rs.1.50 lakh per department</i>
<i>PG Department (Faculty of Humanities)</i>	<i>: Rs.1.50 lakh per practical deptt.</i>
<i>PG Department (Faculty of Humanities)</i>	<i>: Rs.1.00 lakh per department</i>
<i>UG (Arts Faculty Practical)</i>	<i>: Rs.1.25 lakh per department</i>

Agenda Item 04

To provide grants from Janbhagidari Fund for the upgradation of all the departments running under Self Financed Scheme of the college, reference books, research journals, equipment, repair and maintenance of equipment, accidental (which includes the furnishing of the department) in the session 2022-23. Proposal for allocation of funds as follows –

<i>PG Department (Faculty of Science)</i>	<i>: Rs.2.50 lakh per department</i>
<i>UG Department (Computer Science)</i>	<i>: Rs.2.50 lakh per department</i>
<i>UG Department (Faculty of Scinece)</i>	<i>: Rs.2.00 lakh per department</i>
<i>UG Department (Faculty of Law/Mngt.)</i>	<i>: Rs.2.00 lakh per department</i>
<i>UG Department (B.Com with Comp.)</i>	<i>: Rs.2.00 lakh per department</i>

Agenda Item 05

To provide Rs.2.0 lakh each from Autonomous Fund for the upgradation of Central Library and Sports department of the college to purchase of books, journals, various equipments, repair and maintenance of equipment,

expenditure on contingency (which includes the furnishing of the department) in the session 2022-23.

Agenda Item 06

To provide Rs.2.0 lakh from Autonomous Fund for the publication of research journal 'Creative Discourse' of the college in the session 2022-23.

Agenda Item 07

To encourage the academic department for participating in Student Exchange Program and Teacher Exchange Program organizing by the cluster for national and international level institutions under RUSA scheme and executing other collaborative and MoU proposals.

Agenda Item 08

To encourage short term courses in the college, proposal to continue the process of conducting courses and admission and to start one year diploma course.

Agenda Item 09

The proposal for continuation of pre-run activities teaching-learning, evaluation, examination, regular audit, teacher-parent scheme, mentoring, departmental alumni meet, feedback, open feedback etc. in all academic departments.

Agenda Item 10

To approve the revised action plan of IQAC for the session 2022-2023.

Agenda Item 11

Any other item may be moved with the permission of the Chairperson.

The following decisions have been taken by IQAC in this meeting :

Agenda Item: 01

IQAC Coordinator put the minutes of fourth meeting of IQAC conducted on 19th, April, 2022.

Decision :

IQAC has unanimously approved the minutes of previous meeting held on 19th, April, 2022.

Agenda Item: 02

IQAC Coordinator put the proposal to organise one day workshop on the subject of NAAC Assessment and Accreditation.

Dicision :

IQAC approved the proposal.

(Action – Academic Cell)

Agenda Item: 03

IQAC Coordinator put the proposal to provide grants from Autonomous Fund for the upgradation of all the departments and research study centers of the college, reference books, research journals, equipment, repair and maintenance of equipment, accidental (which includes the furnishing of the department) in the session 2022-23. Proposal for allocation of funds as follows –

PG Department (Science Faculty)	: Rs.2.00 lakh per department
PG Department (Faculty of Commerce)	: Rs.1.50 lakh per department
PG Department (Faculty of Humanities)	: Rs.1.50 lakh per practical deptt.
PG Department (Faculty of Humanities)	: Rs.1.00 lakh per department
UG (Arts Faculty Practical)	: Rs.1.25 lakh per department

Dicision :

IQAC approved the proposal.

(Action – Office and Examination Cell)

Agenda Item: 04

IQAC Coordinator put the proposal to provide grants from Janbhagidari Fund for the upgradation of all the departments running under Self Financed Scheme of the college, reference books, research journals, equipment, repair and maintenance of equipment, accidental (which includes the furnishing of the department) in the session 2022-23. Proposal for allocation of funds as follows –

PG Department (Faculty of Science)	: Rs.2.50 lakh per department
UG Department (Computer Science)	: Rs.2.50 lakh per department
UG Department (Faculty of Scinece)	: Rs.2.00 lakh per department
UG Department (Faculty of Law/Mngt.)	: Rs.2.00 lakh per department
UG Department (B.Com with Comp.)	: Rs.2.00 lakh per department

Dicision :

IQAC approved the proposal.

(Action – Office and Examination Cell)

Agenda Item: 05

IQAC Coordinator put the proposal to provide Rs.2.0 lakh each from Autonomous Fund for the upgradation of Central Library and Sports department of the college to purchase of books, journals, various equipments, repair and maintenance of equipment, expenditure on contingency (which includes the furnishing of the department) in the session 2022-23.

Dicision :

IQAC approved the proposal.

(Action – Office and Examination Cell)

Agenda Item: 06

IQAC Coordinator put the proposal to provide Rs.2.0 lakh from Autonomous Fund for the publication of research journal 'Creative Discourse' of the college in the session 2022-23.

Dicision :

IQAC approved the proposal.

(Action – Office and Examination Cell)

Agenda Item: 07

Dr. Anand Kumar Singh put the proposal to encourage the academic department for participating in Student Exchange Program and Teacher Exchange Program organizing by the cluster for national and international level institutions under RUSA scheme and executing other collaborative and MoU proposals.

Dicision :

IQAC approved the proposal.

(Action – Academic Cell)

Agenda Item:08

Dr. Charu Katare put the proposal to encourage short term courses in the college, proposal to continue the process of conducting courses and admission and to start one year diploma course.

Dicision :

IQAC approved the proposal.

(Action – Short Term Certificate Cell)

Agenda Item: 09

Dr. Raghvendra Tripathi put the proposal for continuation of pre-run activities teaching-learning, evaluation, examination, regular audit, teacher-parent scheme, mentoring, departmental alumni meet, feedback, open feedback etc. in all academic departments.

Dicision :

IQAC approved the proposal.

(Action – Academic Cell)

Agenda Item: 10

IQAC Coordinator put the proposal to approve the revised action plan of IQAC for the session 2022-2023.

Dicision :

IQAC approved the proposal.

Agenda Item: 11

Any other item may be moved with the permission of the Chairperson.

-Nil-

(Prof. Sanjay Swarnkar)
Coordinator, IQAC
Govt. Kamla Raja Girls P.G. Auto. College
Gwalior (M.P.)

(Dr. M.R. Kaushal)
Principal
Govt. Kamla Raja Girls P.G. Auto. College
Gwalior (M.P.)

No./NAAC/IQAC/2022

Gwalior, dt. 16th August, 2022

Minutes of 2nd Meeting of IQAC

16th August , 2022

The second quarterly meeting of IQAC of the session 2022-2023 has been conducted on 16th August, 2022 Tuesday at 03.00 pm at Conference Hall of Academic Cell. The presence of member IQAC was as follows :

1.	Dr. M.R. Kaushal	- Principal and Chairperson	Present
2.	Prof. R.S. Pawar	- External Expert (Administration)	Present
3.	Dr. B.M. Kulshreshtha	- External Expert (Educationist)	Present
4.	Ms. Asma Mohan Kalasiya	- External Expert (Industrialist)	Absent
5.	Dr. Manju Dubey	- Faculty Representative, Home Science Faculty	Present
6.	Dr. R.K. Dubey	- Faculty Representative, Science Faculty	Present
7.	Dr. Ila Shukla	- Faculty Representative, Arts Faculty	Absent
8.	Dr. S.S. Tomar	- Faculty Representative, Social Science Faculty	Present
9.	Dr. V. K. Bansal	- Faculty Representative, Commerce Faculty	Present
10.	Dr. D.P. Singh	- Controller, Examination	Present
11.	Dr. Harish Agarwal	- Teacher In-charge, Janbhagidari Samiti	Absent
12.	Dr. Preetibala Shrivastava	- Incharge, Employment & Career Counseling Cell	Present
13.	Dr. Veena Shukla	- Programme Officer, NSS & Alumni Representative	Present
14.	Dr. Archana Kushwah	- NCC Officer	Present
15.	Mr. Raghvendra Tripathi	- Librarian	Present
16.	Mr. Manohar Katariya	- Sport Officer	-
17.	Mr. G.S. Dohare	- Representative Office Staff	Present
18.	Ms. Sakshi Rawat	- Student Representative	Present
19.	Prof. Sanjay Swarnkar	- Co-ordinator/Director	Present

Invited Members :

1.	Dr. Charu Katare	- Dy Academic Secretary	Present
2.	Dr. Sadhna Pandey	- Dy Academic Secretary	Present
3.	Dr. Charu Chitra	- Asstt. Academic Secretary	Present
4.	Dr. Anand Kumar Singh	- Asstt. Academic Secretary	Present

AGENDA OF THE MEETING :

Agenda Item: 01

Proposal for approval of the decisions taken in the previous meeting of IQAC.

Agenda Item: 02

Establishing more ICT based class rooms in the institution (at least 50).

Agenda Item: 03

Installing more computers in the institute to reduce the student-computer ratio.

Agenda Item: 04

Plan to start new short term courses and diploma courses in subjects like fashion designing, cosmetology, applied arts, theater arts, physical education, yoga, event management for the students of the college.

Agenda Item: 05

Establishment of Student Quality Cell (SQC) to involve good students in quality enhancement programs and schemes in the college.

Agenda Item: 06

Providing facility of e-transcript application on institutional web portal.

Agenda Item: 07

Providing plagiarism software in the central library for the purpose of maintaining IPR in the college.

Agenda Item: 08

To start coaching for the preparation of competitive examinations for the students of the college.

Agenda Item: 09

To explore the possibility of getting assistance in the form of grant or material from the alumni of KRGC.

Agenda Item: 10

To provide the facility of Swayam Prabha education channel to the students of the college.

Agenda Item: 11

Starting B.Com E-Commerce course under Logistics Skill Scheme.

Agenda Item: 12

Other proposals presented with the permission of the Chairman:

The following decisions were taken unanimously in the meeting.

Agenda Item: 01

Proposal for approval of the decisions taken in the previous meeting of IQAC.

Decision:

The Action Taken Report related to the implementation and action taken on the decisions taken in the previous meeting was presented before the House by the IQAC coordinator, which was approved unanimously.

Agenda Item: 02

Establishing more ICT based class rooms in the institution (at least 50).

Decision:

Regarding the said proposal, the IQAC coordinator informed that at present there are more than 100 small and big classrooms in the college, out of which 27 classrooms have been developed as ICT based class rooms. In view of academic advancement in the college, there is a need to develop more ICT based class rooms. It was decided unanimously by all the members of IQAC that all the classrooms of the college should be equipped with ICT and in this sequence, in the second phase, 50 percent of the total classrooms should be equipped with ICT.

(Action - Academic Cell, IT Cell and Office)

Agenda Item: 03

Installing more computers in the institute to reduce the student-computer ratio.

Decision:

The IQAC coordinator informed the House that the college currently has 210 computers, which is very less in proportion to the 13000 students studying in the college. In this view, the college will require at least 1300 computers, which would be appropriate to fulfill in three or four phases. The proposal was discussed by the House and it was decided that in this regard, the number of computers should be increased to 400 in the first phase so that proper arrangements for computer education can be made for the students.

(Action - IT Cell and Office)

Agenda Item: 04

Plan to start new short-term courses and diploma courses in subjects like fashion designing, cosmetology, applied arts, theater arts, physical education, yoga, event management for the students of the college.

Decision:

Considering the above proposal, the short term courses being run in the college from the session 2016-17 were reviewed and it was decided that in the current

session itself, Physical Education and Yoga subjects have been included in the college as per the National Education Policy - 2020, hence, STCC Coordinator Dr. Pratima Jain should be directed to run three or six months value added course/short term course on subjects like Event Management, Cosmetology, Applied Arts, Fashion Designing, Tally etc. Free short-term courses based on Sanskrit Sambhashan by Sanskrit Department and Aarambhika to Swaranjali by Music Department should be continued as before.

(Action - Short Term Certificate Course Cell)

Agenda Item: 05

Establishment of Student Quality Cell (SQC) to involve good students in quality enhancement programs and schemes in the college.

Decision:

The IQAC coordinator informed the members about the proposal that the representation of students of the college is there in the Board of Studies, IQAC, AF Committee etc., which is very less in view of the academic expansion of the college. In order to make the students contribute more in the development of the college, it is very important to establish a Student Quality Cell (SQC), in which advanced learners from various academic departments of the college should be included and their cooperation should be taken in the college management. IQAC decided unanimously that this proposal would be an innovative work of the college and it would be appropriate to establish a SQC cell. The Chairman has directed that necessary action will be taken by Dr. Ila Shukla, Head of Department, Hindi Department and Dr. Anupam Gupta, Head of Department, Political Science Department and it should be ensured that the main objective of establishing the said cell is fulfilled and better results are obtained for the college management. For the cell, five advanced learners from each department should be included in the cell.

(Action - Academic Cell)

Agenda Item: 06

Providing facility of e-transcript application on institutional web portal.

Decision:

The IQAC coordinator informed the members about the proposal that the work of automation is in progress in the examination department of the college. Till now, there is a system of providing transcripts to the students only after submitting the application physically. In today's IT era, if they are provided the facility of submitting online application and paying fees online, then it will be convenient for the passed out students and it will be an innovation of the college. The members present in the House agreed to the proposal and decided that before implementing this system and fix the fee structure it should be necessary to see the rules and regulations applying by Jiwaji University Gwalior.

Agenda Item: 07

Providing plagiarism software in the central library for the purpose of maintaining IPR in the college.

Decision:

Regarding the proposal, the IQAC Coordinator informed the members that Intellectual Property Rights Committee is functioning in the college, but plagiarism software is not available in the Central Library. It was unanimously decided by the members of IQAC that in order to ensure compliance with the rules of intellectual property of the college and to establish ethical values, it would be appropriate to keep the plagiarism software in the central library. Shri Raghavendra Tripathi, Librarian was assigned the responsibility to make it available.

(Action - IT Cell and Central Library)

Agenda Item: 08

To start coaching for the preparation of competitive examinations for the girl students of the college.

Decision:

At the beginning of the in-depth discussion on the proposal, the House was informed that in 2018-19, provision of Udaan coaching was made in the college for the preparation of competitive examinations for the students of the college. Later, during the period of Covid-19, this coaching system could not be operated. The members decided to restart such coaching for the preparation of competitive examinations.

(Action - Academic Cell and Employment Cell)

Agenda Item: 09

To explore the possibility of getting assistance in the form of grant or material from the alumni of KRGC.

Decision: The IQAC coordinator informed that the number of members of the Alumni Association in the college has exceeded five hundred in the last session. But the condition of financial contribution and other types of support received from the members of the association for the development of the college is not satisfactory. Therefore, the members of the association should be encouraged and financial contribution and other types of support should be received from them. The responsibility of the said work is entrusted to Dr. Manju Dubey and Dr. Veena Shukla. The proposal was passed unanimously.

(Action - Alumni Committee)

Agenda Item: 10

To provide the facility of Swayam Prabha education channel to the students of the college.

Decision:

The IQAC coordinator provided information about Swayam Prabha channel to the members. Swayam Prabha is a group of 34 DTH channels dedicated to broadcasting high quality educational programs 24 hours a day using GSAT-15 satellite. New study material related to each subject is provided for at least 4 hours every day. Which is repeated 5 times a day. Through this channel, the students of the college can avail the lectures by choosing the time of their convenience. The channels are uplinked from BISAG, Gandhinagar. The content is provided by NPTEL, IIT, UGC, CEC, IGNOU. INFLIBNET Centre maintains the web portal. IQAC unanimously decided to implement this innovation as soon as possible.

(Action - Academic Cell and IT Cell)

Agenda Item: 11

Starting B.Com E-Commerce course under Logistics Skill Scheme.

Decision:

Information about Logistics Skill Scheme was made available to the House by the IQAC Coordinator. Unanimous consent was expressed to start this innovative scheme being started by the Higher Education Department, Government of Madhya Pradesh in the college.

(Action - Academic Cell and Commerce Department)

Agenda Item: 12

Other proposals presented with the permission of the Chairman:

-Nil-

At the end of the meeting, the IQAC coordinator expressed his gratitude to the honorable chairman and all the members present.

(Prof. Sanjay Swarnkar)
Coordinator, IQAC
Govt. Kamla Raja Girls P.G. Auto. College
Gwalior (M.P.)

(Dr. M.R. Kaushal)
Principal
Govt. Kamla Raja Girls P.G. Auto. College
Gwalior (M.P.)



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No./NAAC/IQAC/2022-23

Gwalior, dt. 04th February, 2023

Minutes of 3rd Meeting of IQAC

04th February, 2023

The third quarterly meeting of IQAC of the session 2022-2023 has been conducted on 04th February, 2023 Saturday at 03.00 pm at Conference Hall of Academic Cell. The presence of member IQAC was as follows :

1.	Dr. M.R. Kaushal	- Principal and Chairperson	Present
2.	Prof. R.S. Pawar	- External Expert (Administration)	Present
3.	Dr. B.M. Kulshreshtha	- External Expert (Educationist)	Present
4.	Ms. Asma Mohan Kalasiya	- External Expert (Industrialist)	Absent
5.	Dr. Manju Dubey	- Faculty Representative, Home Science Faculty	Present
6.	Dr. R.K. Dubey	- Faculty Representative, Science Faculty	Absent
7.	Dr. Ila Shukla	- Faculty Representative, Arts Faculty	Present
8.	Dr. S.S. Tomar	- Faculty Representative, Social Science Faculty	Present
9.	Dr. V. K. Bansal	- Faculty Representative, Commerce Faculty	Present
10.	Dr. D.P. Singh	- Controller, Examination	Present
11.	Dr. Harish Agarwal	- Teacher In-charge, Janbhagidari Samiti	Absent
12.	Dr. Preetibala Shrivastava	- Incharge, Employment & Career Counseling Cell	Present
13.	Dr. Veena Shukla	- Programme Officer, NSS & Alumni Representative	Present
14.	Dr. Archana Kushwah	- NCC Officer	Present
15.	Mr. Raghvendra Tripathi	- Librarian	Present
16.	Mr. Manohar Katariya	- Sport Officer	Absent
17.	Mr. G.S. Dohare	- Representative Office Staff	Present
18.	Ms. Sakshi Rawat	- Student Representative	Present
19.	Prof. Sanjay Swarnkar	- Co-ordinator/Director	Present

Invited Members :

1.	Dr. Charu Katare	- Dy Academic Secretary	Present
2.	Dr. Sadhna Pandey	- Dy Academic Secretary	Present
3.	Dr. Charu Chitra	- Asstt. Academic Secretary	Present
4.	Dr. Anand Kumar Singh	- Asstt. Academic Secretary	Present

AGENDA OF THE MEETING :

Agenda Item 01

To approve the decisions taken in the previous meeting.

Agenda Item 02

To organize a workshop for the promotion of National Education Policy in March, 2023.

Agenda Item 03

To organize Pragyan Parv - 2023 in the college in March, 2023.

Agenda Item 04

To design the logo of all the departments and important cells operating in the college to give them a unique identity.

Agenda Item 05

To organize Sanskrit Sambhavna program by Sanskrit Department.

Agenda Item 06

To prepare a plan for setting up an incubation center in the college.

Agenda Item 07

Any other issue (with the permission of the Chairman).

The following decisions were taken unanimously in the meeting.

Agenda Item 01

Proposal for approval of the decisions taken in the previous meeting of IQAC.

Decision:

The Action Taken Report related to the implementation and action taken on the decisions taken in the previous meeting was presented before the House by the IQAC coordinator, which was approved unanimously.

Agenda Item 02

Proposal of a workshop for the promotion of National Education Policy in March, 2023.

Dicision :

IQAC approved the proposal.

(Action - Academic Cell)

Agenda Item 03

The Coordinator of IQAC has put the proposal to organize Pragyan Parv - 2023 in the college in March, 2023 for providing knowledge on academics to teachers and students.

Dicision :

IQAC approved the proposal.

(Action - Academic Cell and IQAC)

Agenda Item 04

Dr. Charu Katore put the proposal of designing the logo of all the departments and important cells operating in the college to give them a unique identity.

Dicision :

IQAC approved the proposal.

(Action - Academic Cell and IQAC)

Agenda Item 05

Dr. Ila Shukla has put the proposal of conduction of Sanskrit Sambhashana program by Sanskrit Department.

Dicision :

IQAC approved the proposal.

(Action – Deptt. of Sanskrit)

Agenda Item 06

Dr. Anand Kumar Singh has put the proposal for preparing a plan for setting up an incubation center in the college.

Dicision :

IQAC approved the proposal.

(Action – RUSA and World Bank Cell)

Agenda Item 07

Other proposals presented with the permission of the Chairman:

-Nil-

At the end of the meeting, the IQAC coordinator expressed his gratitude to the honorable chairman and all the members present.



(Prof. Sanjay Swarnkar)
Coordinator, IQAC
Govt. Kamla Raja Girls P.G. Auto. College
Gwalior (M.P.)



(Dr. M.R. Kaushal)
Principal
Govt. Kamla Raja Girls P.G. Auto. College
Gwalior (M.P.)



No./NAAC/IQAC/2022-23

Gwalior, dt. 04th May, 2023

Minutes of 4th Meeting of IQAC

04th May, 2023

The fourth quarterly meeting of IQAC of the session 2022-2023 has been conducted on 04th May, 2023 Thursday at 03.00 pm at conference hall of Autonomous Cell. The presence of member IQAC was as follows :

1.	Dr. M.R. Kaushal	- Principal and Chairperson	Present
2.	Prof. R.S. Pawar	- External Expert (Administration)	Present
3.	Dr. B.M. Kulshreshtha	- External Expert (Educationist)	Absent
4.	Ms. Asma Mohan Kalasiya	- External Expert (Industrialist)	Absent
5.	Dr. Manju Dubey	- Faculty Representative, Home Science Faculty	Present
6.	Dr. R.K. Dubey	- Faculty Representative, Science Faculty	Present
7.	Dr. Ila Shukla	- Faculty Representative, Arts Faculty	Present
8.	Dr. S.S. Tomar	- Faculty Representative, Social Science Faculty	Absent
9.	Dr. V. K. Bansal	- Faculty Representative, Commerce Faculty	Present
10.	Dr. Brijesh Kumar	- Controller, Examination	Present
11.	Dr. Harish Agarwal	- Teacher In-charge, Janbhagidari Samiti	Present
12.	Dr. Veena Shukla	- Programme Officer, NSS & Alumni Representative	Present
13.	Dr. Alisha Rani	- NCC Officer	Absent
14.	Dr. Abha Mishra	- Incharge, Employment & Career Counseling Cell	Present
15.	Mr. Raghvendra Tripathi	- Librarian	Present
16.	Manohar Katariya	- Sport Officer	Present
17.	Mr. G.S. Dohare	- Representative Office Staff	Present
18.	Ms. Sakshi Rawat	- Student Representative	Present
19.	Prof. Sanjay Swarnkar	- Co-ordinator/Director	Present

Invited Members :

1.	Prof. S.K. Gupta	- Ex-Coordinator, IQAC, Jiwaji University, Gwalior	Present
2.	Dr. Charu Katore	- Dy Academic Secretary, Incharge - Criteria-4	Present
3.	Dr. Charu Chitra	- Asstt. Academic Secretary, Incharge - Criteria-3	Present
4.	Dr. Anand Kumar Singh	- Asstt. Academic Secretary, Incharge - Criteria-6	Present
5.	Dr. Pratima Jain	- Incharge - Criteria-1	Present
6.	Dr. Sadhna Pandey	- Incharge - Criteria-2	Absent
7.	Dr. Nisha Mishra	- Incharge – Criteria – 7	Present
8.	Mr. Narendra Pratap Thakur	- Incharge clerk Autonomous Cell	Present

AGENDA OF THE MEETING :

Agenda Item: 01

To review the SSR prepared by the college.

Agenda Item: 02

To install more computers in the institute to reduce the student-computer ratio.

Agenda Item: 03

Plan to start new short-term courses and diploma courses for college students in subjects like Fashion Designing, Cosmetology, Applied Arts, Theater Arts, Physical Education, Yoga, Event Management.

Agenda Item: 04

To encourage the teachers of the college to participate in academic activities and to take membership of academic organizations and for this to provide assistance from autonomous head.

Agenda Item: 05

Encouraging the teachers of the college for research activities and for this, providing them financial assistance for micro-projects from the self-governing head.

Agenda Item: 06

Providing plagiarism software in the central library for the purpose of maintaining IPR in the college.

Agenda Item: 07

To start coaching for the preparation of NET/SLET and competitive exams for college students.

Agenda Item: 08

To explore the possibility of obtaining grants or material assistance from the alumni of KRGC.

Agenda Item: 09

Organizing at least three FDP/MDP/EDP in a session to enhance the knowledge of teachers in the college.

Agenda Item: 10

To organize three days Academic Fest/Techno fest/Cultural Fest during the session in the college.

Agenda Item: 11

To organize training programs to increase the efficiency of class III & IV employees.

Agenda Item: 12

Any other matter (with the permission of the Speaker).

The following decisions have been taken by IQAC in this meeting. IQAC has unanimously approved the minutes of previous meeting held on 04th February, 2023.

Agenda Item: 01

The IQAC coordinator with the help of all criterion incharge has put the draft of Self Study Report for review.

Decision :

The IQAC coordinator informed the House that steering committee of for NAAC IV cycle has prepared the draft of SSR. The members of IQAC has discussed on various issues mentioned in SSR for good benchmark and made many suggestions to improve SSR.

(Action – Steering Committee)

Agenda Item: 02

Dr. Charu Katare has put the proposal of installation of more computers in the institute to reduce the student-computer ratio.

Decision:

The IQAC coordinator informed the House that the college has already sent a proposal for 150 computers to State Project Directorate, Bhopal under World Bank Project and sanction of it yet to be resealed.

(Action – IT Cell and Office)

Agenda Item: 03

Dr. Pratima Jain has put the proposal to start new short-term courses and diploma courses for college students in subjects like Fashion Designing, Cosmetology, Applied Arts, Theater Arts, Physical Education, Yoga, Event Management.

Decision:

The IQAC coordinator informed the House that the college has already started new short term course on Yoga, Physical Education and Event Management.

(Action – STCC Cell)

Agenda Item: 04

Dr. Anand Kumar Singh has put the proposal for encouraging the teachers of the college to participate in academic activities and to take membership of academic organizations and for this to provide assistance from autonomous head.

Decision :

IQAC approved the proposal.

(Action – Office)

Agenda Item: 05

Dr. Charu Chitra has put the proposal for encouraging the teachers of the college for research activities and for this, providing them financial assistance for micro-projects from the autonomous head.

(Action – Office)

Decision:

The IQAC coordinator informed the House that the college has already provision for financial assistatnce to teachers for micro projects from autonomous fund. IQAC members appreciated the said practice and unanimously emphasized that such type of practices must be promoted in this institution for enrichment of research environment in the campus.

Agenda Item: 06

Dr. Pratima Jain and Mr. Raghvendra Tripathi jointly put their proposal of providing plagiarism software in the central library for the purpose of maintaining IPR in the college.

Decision:

The IQAC coordinator informed the house that the college is working on this issue. Since Infilbnet does not provide plagiarism software to any college including autonomous colleges, the institute is trying to enter into an MoU with Central Library, Jiwaji University, Gwalior to fulfill this requirement. The IQAC members supported to this endeavor.

(Action – Office and Central Library)

Agenda Item: 07

The IQAC coordinator has put the proposal to start coaching for the preparation of NET/SLET and competitive exams for college students.

Decision :

IQAC approved the proposal.

(Action – Academic Cell)

Agenda Item: 08

Dr. Manju Dubey has put the proposal to explore the possibility of obtaining grants or material assistance from the alumni of KRGC.

Decision:

The IQAC coordinator informed the house that the Alumni Association of the college is fantastically doing efforts to provide financial support, conducting co-curricular activities and receiving donation from other organizations. This needs to be given more momentum.

Agenda Item: 09

Organizing at least three FDP/MDP/EDP in a session to enhance the knowledge of teachers in the college.

Dicision :

IQAC approved the proposal.

(Action – Academic Cell and IQAC)

Agenda Item: 10

To organize three days Academic Fest/Techno fest/Cultural Fest during the session in the college.

Dicision :

IQAC approved the proposal.

(Action – Academic Cell and IQAC)

Agenda Item: 11

To organize training programs to increase the efficiency of class III & IV employees.

Dicision :

IQAC approved the proposal.

(Action – Academic Cell and IQAC)

Agenda Item: 12

Any other business with the permission of the Chairperson.

-Nil-

At the end of the meeting, the IQAC coordinator expressed his gratitude to the honorable chairman and all the members present.

(Prof. Sanjay Swarnkar)

Coordinator, IQAC

**Govt. Kamla Raja Girls P.G. Auto. College
Gwalior (M.P.)**

(Dr. M.R. Kaushal)

Principal

**Govt. Kamla Raja Girls P.G. Auto. College
Gwalior (M.P.)**