

CHANDRAKANTI RAMAWATI DEVI ARYA MAHILA P.G. COLLEGE,
GORAKHPUR



INTERNAL QUALITY ASSURANCE CELL

SESSION: 2021-2022

MEETING 01

PLACE- IQAC OFFICE
C.R.D.A.M.P.G. COLLEGE
GORAKHPUR

DATE-09/July/2021
TIME-01:00 PM

AGENDA –1 Discussion about organizing National Webinar, Seminar and Workshop for quality promotion.

AGENDA –2 Discussion about Data Base Management System.

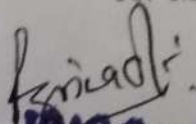
AGENDA –3 Discussion about Memorandum of Understanding (MoU).


AGENDA –4 Discussions about establishment of Entrepreneurship Cell.

Today on dated 09/July/2021, the IQAC meeting was held at 01:00 PM in the IQAC office of the college, which was presided over by the college principal Dr. Aparana Mishra. The following members were present in the meeting.

Present members and teachers.

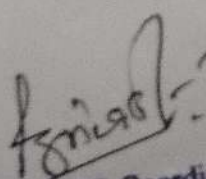
1. Dr. Aparna Mishra Principal / Chairperson IQAC
2. Dr. Rekha Srivastava, Coordinator IQAC
3. Dr. Vijyalaxmi Mishra, Member of IQAC
4. Dr. Virendra Kumar Gupta, Member of IQAC
5. Dr. Sarika Jaiswal, Member of IQAC
6. Dr. Anita Singh, Member of IQAC
7. Dr. Rita, Member of IQAC
8. Mr. Anant Kumar Pathak, Member of IQAC
9. Mrs. Anjali Shukla, Member of IQAC
10. Mrs. Aparna Dubey Member of IQAC



IQAC-Coordinator
C.R.D. Arya Mahila
P.G. College


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पी० जी० कॉलेज, गोरखपुर

Proposals Placed and decisions taken in the meeting-

<p><u>AGENDA -1</u></p> <p>Discussion about organizing National Webinar, Seminar and Workshop for quality promotion</p>	<ol style="list-style-type: none"> 1. In the meeting, the IQAC Coordinator first presented the review report of the meeting held on 25 Jan. 2021, on which the college principal gave his recommendations and all the members present expressed their consent. 2. In the meeting, IQAC Member Dr. Vijaylaxmi Mishra discussed about organizing national webinar, seminar and workshop for quality promotion in the college. IQAC Coordinator Proposed a topic "Quality enhancement strategies for NAAC" for national webinar. 3. Keeping her proposal in mind, it was decided that national webinar would be organized on the above subject by the month of August and efforts would be made to include maximum number of participants from different states in it.
<p><u>AGENDA -2</u></p> <p>Discussion About Data Base Management System.</p>	<ol style="list-style-type: none"> 1. In the meeting, IQAC member Mrs. Anjali Shukla Discussed the establishment of database management system for the management of admission related and faculty related data and proposed to ensure its benefits in the college, which everyone recommended. Keeping her proposal in mind it was decided that it would be developed by December 2021, along with this, the office can run its operations smoothly for this purpose a seven days workshop will be organized for them.
<p><u>AGENDA -3</u></p> <p>Discussion about Memorandum of Understanding (MoUs).</p>	<ol style="list-style-type: none"> 1. In the meeting, discussions were held on obtaining MOUs from various institutions, organizations, industrial establishments and Corporate houses, So that various education and teaching Activities are organized together, so as to enhance the quality. Mrs. Swapnil Pandey Coordinator of placement cell proposed on MoU with Medha Learning Foundation Gorakhpur, to prepare the Students for Career. Her proposal was supported by all and it was decided that by June 30, 2022, MoUs will be signed with several national and international organizations and establishments along with this it was also decided that the MOUs will be kept functional.
<p><u>AGENDA -4</u></p> <p>Discussion about establishment of Entrepreneurship Cell.</p>	<ol style="list-style-type: none"> 1. Discussion was held on conducting skill development program in the college with the aim of skill development among girl students. During the discussion, IQAC member Dr. Sarika Jaiswal Proposed setting up of Entrepreneurship cell. Everyone agreed to her proposal and it was decided that before December 2021, the entrepreneurship cell would be established and Dr. Rita Assistant Prof. Home Science Department will be made the coordinator of that cell and efforts will be made to train students in various skill like cookery and bakery, stitching and embroidery, jewelry making, fashion designing, terracotta making etc. by organizing short term courses through the cell.


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GORAKHPUR



INTERNAL QUALITY ASSURANCE CELL

MEETING 02

PLACE- IQAC OFFICE
C.R.D.A.M.P.G. COLLEGE
GORAKHPUR

DATE-31/Sep/2021
TIME-02:00 PM

AGENDA -1 Discussion about Proper documentation of departmental co-curricular activities.

AGENDA -2 Discussions about organizing of departmental seminar/workshop/group Discussion and Extension activity.

AGENDA -3 Discussions about signing of memorandum of Understanding (MoU) with others institution/ industries and corporate sectors.

AGENDA -4 Discussion about Educational Tours.

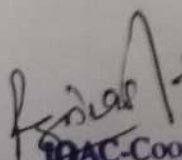
AGENDA -5 Discussion about self Appraisal Report.


AGENDA -6 Discussion about Organizing awareness Program on various relevant Issues.

Today, on August 31, 2021 the IQAC meeting was held in ICT Lab at 02:00 PM, which was presided over by college principal Dr. Aparna Mishra. The following IQAC members and teachers were present in the meeting.

Present members and teachers.

1. Dr. Aparna Mishra Principal / Chairperson IQAC
2. Dr. Rekha Srivastava, Coordinator IQAC
3. Dr. Vijayalaxmi Mishra, Member of IQAC
4. Dr. Ashwini Kumar Mishra, Member of IQAC
5. Dr. Sarika Jaiswal, Member of IQAC
6. Dr. Virendra Kumar Gupta, Member of IQAC


IQAC-Coordinator
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7. Dr. Anita Singh, Member of IQAC
8. Dr. Reeta, Member of IQAC
9. Dr. Amita Agrawal, Asst Prof Dept of ancient history
10. Dr. Vikas Srivastava, Asst Prof Dept of B.Ed.
11. Dr. Priyosh Mishra Asst Prof Dept of Commerce
12. Dr. Nisha Srivastava, Asst Prof Dept of Music
13. Miss. Pooja Gupta, Asst Prof Dept of H.Sc.
14. Mrs. Sonu Dubey, Asst Prof Dept of M.Ed.
15. Mrs. Sarita Tripathi, Asst Prof Dept of M.Ed.
16. Miss. Priya Kumari, Asst Prof Dept of Sociology
17. Dr. Shivani Srivastva, Asst Prof Dept of Education

Proposals Placed and decisions taken in the meeting-

<p><u>AGENDA -1</u></p> <p>Discussion about organizing of departmental seminar/workshop/group Discussion and Extension activity.</p>	<ol style="list-style-type: none"> 1. In the meeting, the IQAC Coordinator first presented the review report of the meeting held on the date 09/07/2021, which was approved and agreed by the college principal and all the members present. 2. In the meeting, college principal Dr. Aparna Mishra Proposed to conduct departmental seminar, workshop, group discussion and dissemination activities as much as possible. 3. Keeping her proposal in mind, it was decided that by March 30, all the departments would organize at least one seminar, workshop and programs related to extension education.
<p><u>AGENDA -2</u></p> <p>Discussion about Proper documentation of departmental co-curricular activities.</p>	<ol style="list-style-type: none"> 1. In the Meeting, the IQAC Coordinator discussed about the documentation of departmental activities and emphasized on making both soft and hard copy records, also proposed to make a record of brochures and certificates of departmental seminars, workshops etc. and send them on the ID of IQAC. 2. Agreeing to her proposal the college, principal director and all the department and asked them to make hard and soft copy of departmental activities and decided that by February 28, everyone records should be made and soft copy should come on IQAC on ID.
<p><u>AGENDA -3</u></p> <p>Discussion about memorandum of Understanding (MoU) with others institution/ industry and corporate sector.</p>	<ol style="list-style-type: none"> 1. In the meeting, Regional Higher Education officer Dr. Ashwini Kumar Mishra Proposed to have on MoU with other institutions and organizations. 2. After discussing their proposal, it was decided that MoU will be signed with other organizations during this year and efforts will be made to keep it functional.

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<p><u>AGENDA -4</u></p> <p>Discussion about Educational Tours.</p>	<ol style="list-style-type: none"> 1. In the meeting the co-curricular activities to be organized in the college were discussed, IQAC member Dr. Vijayalakshmi Mishra proposed to organize educational tour and motivated all the departments to take their students on educational tour. 2. Keeping his proposal in mind, it was decided that all the departments would take the students on educational tour by May 30, 2022 keeping in view their respective courses.
<p><u>AGENDA -5</u></p> <p>Discussion about self Appraisal Report.</p>	<ol style="list-style-type: none"> 1. In the meeting, the college principal asked all the faculty members to self- appraisal by emphasizing on increasing their participation in maximum seminars, workshops etc. and asked the IQAC team to develop a self appraisal proforma. 2. Keeping her proposal in mind, it was decided that the IQAC team will prepare a self evaluation proforma and give it to all teachers by 30 september 2021 and all teachers will submit their progress report in session 2021-22.
<p><u>AGENDA -6</u></p> <p>Discussion about Organizing awareness Program on various relevant issues.</p>	<ol style="list-style-type: none"> 1. In the meeting college principal Dr. Aparna Mishra Proposed to organize awareness programs on various relevant issues by various departments as well as by NCC, NSS. 2. Keeping her proposal in mind, it was decided that an awareness program related to the epidemic like covid vaccination, cancer AIDS etc would be organized. Along with this, various awareness programs will also be organized on the topics of cyber security, environment protection and gender sensitization etc.

for

IQAC-Coordinator
C.R.D. Arya Mahila
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INTERNAL QUALITY ASSURANCE CELL

MEETING 03

PLACE- IQAC OFFICE
C.R.D.A.M.P.G. COLLEGE
GORAKHPUR

DATE-26/Nov/2021
TIME-01:00 PM

AGENDA -1 Discussion about Green, Energy and Environment Audit.

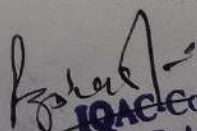
AGENDA -2 Discussion on Organizing vaccination program in college campus.


AGENDA -3 Discussion about student induction program for freshers.

Today, on 26 November 2021, meeting of IQAC was organized in the college IQAC office of the college at 01:00PM, which was presided over by the college principal Dr. Aparna Mishra, The following members and teachers were presented in the meeting.

Present members and teachers.

1. Dr. Aparna Mishra Principal / Chairperson IQAC
2. Dr. Rekha Srivastava, Coordinator IQAC
3. Mr. Pushpadant Jain, Member of IQAC
4. Dr. Sarika Jaiswal, Member of IQAC
5. Dr. Anita Singh, Member of IQAC
6. Dr. Virendra Kumar Gupta, Member of IQAC
7. Dr. Reeta, Member of IQAC
8. Dr. Shivani Srivastava, Asst Prof Dept of Education
9. Dr. Astha Prakash, Asst Prof Dept of Education
10. Dr. Rekha Rani Sharma, Asst Prof Dept of Fine Art
11. Dr. Nisha Srivastava, Asst Prof Dept of Music
12. Mr. Anant Kumar Pathak, Member of IQAC


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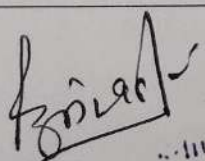

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
13. Mrs. Anjali Shukla, Member of IQAC

14. Smt. Swapnil Pandey, Asst Prof Dept of Pol Science

Proposals Placed and decisions taken in the meeting-

<u>AGENDA -1</u> Discussion about Green, Energy and Environment Audit.	<ol style="list-style-type: none">1. In the meeting the IQAC Coordinator first Presented the review report of the meeting held on 31-08-2021, in which she presented the report of MoU with Medha learning Foundation and also presented the draft of the self appraisal proforma and presented the review report of the co-curricular activities of the departments, on which everyone agreed.2. In the meeting, Mr. Pushpadant Jain, a well-known social worker and chairman of the college management committee, proposed to conduct green audit, energy audit and environmental audit by any recognized institution of the college with the aim of the quality promotion and friendly ecosystem in the college.3. Keeping his proposal in mind, it was decided that the above audit would be conducted by June 30 2022.
<u>AGENDA -2</u> Discussion on Organizing vaccination program in college campus.	<ol style="list-style-type: none">1. Booster dose was discussed in the meeting to prevent Covid 19. IQAC member and health care center coordinator Dr. Anita Singh Discussed the vaccination drive in the college campus, and it is suggested that booster dose should be given to all the adults and also suggested about sanitizing the college campus.2. On his proposal, it was decided that till December 31, 2021 a vaccination camp would be organized in the college campus. Along with this the campus will also be sanitized.
<u>AGENDA -3</u> Discussion about student induction program for fresher's.	<ol style="list-style-type: none">1. In the meeting, discussion was held on organizing induction program for newly admitted students of session 2021-22. During the discussion, the college principal proposed to conduct an induction program for the newly admitted students of all the courses.2. On his proposal, it was decided that induction program will be organized within one month of taking admission for newly admitted students in all Course. So that along with welcoming the newly admitted students, they can be informed about the rules, procedures, values, facilities etc of the college.


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INTERNAL QUALITY ASSURANCE CELL

MEETING 04

PLACE- IQAC OFFICE
C.R.D.A.M.P.G. COLLEGE
GORAKHPUR

DATE-31/Jan/2022
TIME-11:30 AM

AGENDA –1 Discussion about online feedback system.

AGENDA –2 Discussion about establishment of incubation centre.

AGENDA –3 Installation of water harvesting system.

AGENDA –4 Registration of Alumni Association.

Today, on January 31, 2022, a meeting of IQAC was held in the IQAC office, which was presided over by college Principal Dr. Aparna Mishra. The following members should be present in the meeting.

Present member and teachers.

1. Dr. Aparna Mishra Principal / Chairperson IQAC
2. Dr. Rekha Srivastava, Coordinator IQAC
3. Shri Pushpadant Jain, Member of IQAC
4. Dr. Sarika Jaiswal, Member of IQAC
5. Dr. Anita Singh, Member of IQAC
6. Dr. Reeta, Member of IQAC
7. Mr. Pushpdant Jain, Member of IQAC
8. Dr. Vijaylaxmi Mishra, Member of IQAC
9. Dr. Virendra Kumar Gupta, Member of IQAC
10. Miss. Sakshi Srivastava, Member of IQAC

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IQAC-Coordinator
C.R.D. Arya Mahila
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Proposals Placed and decisions taken in the meeting-

<p><u>AGENDA -1</u></p> <p>Discussion about online feedback system.</p>	<ol style="list-style-type: none"> 1. In the meeting, the IQAC Coordinator first presented the review report of the meeting held on 26 November 2021, in which he discussed the obstacles in the process while re-emphasizing the green audit, energy audit and environmental audit and stressed upon the chairman to remove these obstacles soon and conduct the process of audit. A review report was also presented on other points and the successful operation of the vaccination program and student induction program on which the college principal expressed his consent. 2. In the meeting, the IQAC coordinator, while discussing the feedback form the various stakeholders, raised the problems faced during the time of Covid and proposed to arrange online feedback system. Everyone agreed to her proposal and it was decided that from next session provision will be made on the college website to take feedback from students, alumni and parents.
<p><u>AGENDA -2</u></p> <p>Discussion about establishment of incubation centre.</p>	<ol style="list-style-type: none"> 1. In the meeting, IQAC member Dr. Rita proposed to set up an incubation centre in the college to help students for start startups. 2. Everyone accepted his proposal and expressed their consent on it. Keeping her proposal in mind, it was decided that the department of Home Science would work on it and it would be established in the next session.
<p><u>AGENDA -3</u></p> <p>Installation of water harvesting system.</p>	<ol style="list-style-type: none"> 1. In the Meeting, discussions were held on the establishment of rain water harvesting system with a view to making full use of rain water, along with preventing water logging due to rain, and Shri Pushpadant Jain, chairman of the college management Committee and famous social worker, established it by June 2022. It is proposed to do this so that rain water can be harvested and reused during the rainy season. 2. Keeping his proposal in mind, it was decided that IQAC member Mr. Anant Km.Pathak would be in charge of this work and it would be established by July 30, 2022.
<p><u>AGENDA -4</u></p> <p>Registration of Alumni Association.</p>	<ol style="list-style-type: none"> 1. In the meeting, IQAC coordinator discussed the activities of alumni association and the necessary contributions that can be made by the association for the development of the college. She proposed to organize the meetings of the association at the beginning of the session. In this sequence the college principal also proposed the registration of the alumni association. 2. Keeping her proposal in mind, it was decided that the alumni association meeting will be organized by May30,2022 and all the head of departments will make efforts to attract the alumni of their respective departments to the meeting. Along with this, it was also decided that by June2022, alumni association will be registered.

for info
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INTERNAL QUALITY ASSURANCE CELL

MEETING 05

**PLACE- IQAC OFFICE
C.R.D.A.M.P.G. COLLEGE
GORAKHPUR**

**DATE-27/April/2022
TIME-02:00 PM**

AGENDA -1 Discussion about the installation of solar Panel.

AGENDA -2 Discussion about Installing a water cooler on the second floor.

AGENDA -3 Discussion on developing medicinal Garden.

Today, on 27 April, 2022, a meeting of IQAC was held in the IQAC office, which was presided over by college Principal Dr. Aparna Mishra. The following members were present in the meeting.

Present members and teachers.

1. Dr. Aparna Mishra Principal / Chairperson IQAC
2. Dr. Rekha Srivastava, Coordinator IQAC
3. Dr. Vijaylaxmi Mishra, Member of IQAC
4. Dr. Sarika Jaiswal, Member of IQAC
5. Dr. Virendra Kumar Gupta, Member of IQAC
6. Dr. Anant Kumar Pathak, Member of IQAC
7. Dr. Reeta, Member of IQAC
8. Dr. Anita Singh, Member of IQAC
9. Mrs. Anjali Shukla, Member of IQAC
10. Shri Pushpdant Jain, Member of IQAC
11. Miss. Sakshi Srivastava, Member of IQAC


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C.R.D.A.
P.G. Coll - 3
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Proposals Placed and decisions taken in the meeting-

<u>AGENDA -1</u> Discussion about the installation of solar Panel.	<ol style="list-style-type: none">1. In the meeting, the IQAC Coordinator first presented the review report of the meeting held on January 31, 2022 in which she told that due to the website under reconstruction, the online feedback system has not yet been developed. The setting up of installation center is also under process. Rain water harvesting will be ready by 30 July 2022 and registration of Alumni Association is also under process.2. In the meeting, IQAC member Anant Km. Pathak proposed the installation of solar panels for the purpose of saving electricity.3. Everyone agreed to his proposal and it was decided that at least one solar panel would be installed by July 2022.
<u>AGENDA -2</u> Installing a water cooler on the second floor.	<ol style="list-style-type: none">1. On discussing the suggestions received by the students in the meeting, IQAC member, Dr. Anita Singh said that most of the students have demanded arrangement of water cooler on the second floor. Therefore it should be established so that students can get pure and cool drinking water.2. Keeping her proposal in mind, it was decided that it would be established during this session.
<u>AGENDA -3</u> Discussion on developing medicinal Garden.	<ol style="list-style-type: none">1. In the meeting, IQAC Coordinator Dr. Rekha Srivastava proposed to develop a medicinal garden in the premises itself, along with discussing various type of flower, plantation in the college premises with the aim of pure and green environment.2. Keeping her proposal in mind, it was decided that by July 2022, at least 50 saplings would be planted and QR code would be put on them by planting various medicinal Plants. Along with this, it was also decided that green Audit committee will be formed and before December 2022 green Audit, Energy Audit and Environmental Audit, which are still in process will definitely be done.


IQAC-Coordinator
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