

Jaywanti Haksar Post Graduate College, Betul

Internal Quality Assurance Committee

Minutes of the Meeting of IQAC held on 03.07.2017

The meeting of Internal Quality Assurance Committee was held on 03.07.2017 at 2:30 pm in the Vivekanand Hall.

Agenda:

1. Regular Meetings of IQAC
2. Monitoring of Classes
3. Career Oriented Motivational Lectures
4. Strengthening of Laboratories
5. Induction Programme
6. National / International Commemorative Days / Events
7. Students Satisfaction Survey
8. Eco friendly Environment
9. Promotion of Universal Values and Ethics
10. Plantation Drive

The following members of the committee were present in the meeting:

1. Dr K R Magarde
2. Dr Dharmendra Kumar
3. Prof Ashok Kumar Dabhade
4. Prof Ashok Kumar Kadwane
5. Dr H K Verma

At the outset the coordinator welcomed the hon'ble Principal and hon'ble members of the Internal Quality Assurance Committee.

The committee devised the following plan of action for the session 2017-18.

- 1 **Regular Meetings of IQAC** – The meeting of Internal Quality Assurance Cell will be conducted regularly. For realising the goals of quality sustenance and quality enhancement, the IQAC will meet at least once every quarter.

- 2 **Monitoring of Classes** – A monitoring committee will be formed to monitor the classes. The committee will comprise senior professors of all the faculties.
- 3 **Career Oriented Motivational Lectures-** Career oriented motivational lectures will be organised.
- 4 **Strengthening of Laboratories** – The proposals from the Heads of science faculty will be obtained for the purchase of latest equipment for their laboratories.
- 5 **Induction Programme** – Induction Programme will be conducted for the newly admitted students to inform them about the courses, infrastructure, student welfare schemes, study centre amenities etc. available in the institution.
- 6 **National / International Commemorative Days / Events-** It was decided to celebrate / organize national/ international commemorative days like Vivekananda Jayanti, Voters day, Republic Day, World No – Tobacco Day, World AIDs Day etc.
- 7 **Student Satisfaction Survey** – Student Satisfaction Survey will be conducted, analysed and utilized for quality enhancement and sustenance.
- 8 **Eco friendly Environment**– To make the campus eco – friendly, certain initiatives will be taken. The students of NSS and NCC will motivate the students to keep the campus clean. The use of plastic, tobacco, smoking, and chewing of *pan-masala* will be completely banned in the campus.
- 9 **Promotion of Universal Values and Ethics** – Workshops, seminars, group discussion and guest lectures will be organized to promote universal values and ethics.
- 10 **Plantation Drive** – It was decided to plant trees in the campus on the birthdays of the teaching and non – teaching faculty members of the college.

(Dr Khemraj Magarde)
Coordinator

(Dr R K Tiwari)
Principal

PRINCIPAL
J.H. GOVT. PG. COLLEGE
BETUL (M.P)

Jaywanti Haksar Post Graduate College, Betul

Internal Quality Assurance Committee

Minutes of the Meeting of IQAC held on 14.12.2017

The meeting of Internal Quality Assurance Committee was held on 14.12.2017 at 2:30 pm in the Vivekananda Hall.

Agenda:

1. SWOC Analysis
2. Extension Activities
3. Programme and Course Outcomes
4. Disabled friendly Environment
5. Health Awareness and Blood Donation Camps
6. Voters Awareness Programmes
7. Activities related to Research Work

The following members of the committee were present in the meeting:

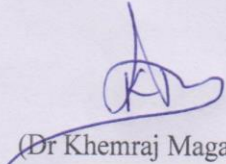
1. Dr K R Magarde
2. Dr Dharmendra Kumar
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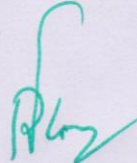
At the outset the coordinator welcomed the hon'ble Principal and hon'ble members of the Internal Quality Assurance Committee.

The committee deliberated on the following issues:

1. **SWOC Analysis** – SWOC analysis of the institution will be done and quality enhancement initiatives will be taken on the basis of the report.
2. **Extension Activities** - Students will be motivated to participate in extension activities in the campus as well as outside it.

3. **Programme Outcomes and Course Outcomes** – All the professors of the institute were instructed to formulate the course outcomes and program outcomes and devise methods for their evaluation.
4. **Disabled-friendly Environment** – The process of building disabled friendly path ways in the campus will be initiated.
5. **Health Awareness Programmes and Blood Donation Camp** - Physical and mental health awareness programmes will be organized for the benefit on students. Blood donation camps will be organized inside and outside the campus.
6. **Voters Awareness Programmes** – Voters Awareness Programmes will be organized for the students.
7. **Activities related to Research Work** – All the professors will be motivated to publish their research papers in UGC approved journals.
8. **Use of ICT in teaching and Learning-** All the professors will be motivated to use ICT in their teaching for enhancement of quality culture in the institution.


(Dr Khemraj Magarde)
Coordinator


(Dr R K Tiwari)
Principal

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