



GOVT. ARVIND COLLEGE KIRANDUL

MINUTES OF IQAC MEETING 2021

Meeting No. – 11 /2021

Date of meeting :22/01/2021

Chairman – Smt. Sharda Darro (I/C Principal)

Coordinator – Smt. Rajani Mandal

Discussion on following points

1. Magazines, Journals have to be purchased for library. Subscription has to be done for Rojgar niyojan, civil services, chronicle, pratiyogita darpan, kurukshetra etc. Registration on INFLIBNET has to be done for e book and membership fee should be paid for N -List so that faculties students can easily access the learning materials online.
2. A computer with internet connectivity has to be provided to the Library and entry of all databases should be made.
3. Connecting and flooring of the Assembly Area has to be done. for this letter has to be sent to ESSAR Limited.
4. Work of Botanical Garden should be Completed by the first week of February and for this letter reminder has been sent to ESSAR Limited now.
5. A proposal for proper sealing and roofing of computer room has also to be sent to Mittal Co. Ltd.
6. A flex banner has to be displayed in front area showing list of faculties and staff members. Name plate should be provided to each department.

Action Taken Report

1. For documentation (SSR) two groups have been made one for scanned letters and other related documents of different committees and other group member and dealing with collection of photographs of various events & activities folder are being made for this.
2. Online class time table of B.Sc., B.A. & B.Com. have been provided to students operating from Raipur Division.
3. Student List [for those subject which professors one not available in institution have been sent to Bastar University & RUSA with their email ID and phone no.
4. SSR writing is in progress.

Following members attended the meeting

- 1)Smt. Sharda Darro- I/C Principal and chairperson
- 2)Smt. Rajani Mandal
- 3)Smt. Bindu Thakur
- 4)Shri Irfan Ali

Quality Assurance Activities

1. Use in ICT in Teaching and learning
2. Upgradation of Library facilities
3. Development of Physical infrastructure
4. Planning of National Seminar
5. Purchase of laboratory equipment
6. Collection of feedback form students and parents.
7. Upgradation of website.
8. Review of academic result.



GOVT. ARVIND COLLEGE KIRANDUL

MINUTES OF IQAC MEETING 2021

Meeting No. – 12 /2021

Date of meeting :06/04/2021

Chairman – Smt. Sharda Darro (I/C Principal)

Coordinator – Smt. Rajani Mandal

Agenda:

- To Prepare the institution information and self study report and other documents required for NAAC Accreditation.
- To review the program of NAAC work in the institution.

Discussion on following points :

1. As IQAC has been approved on 05.07.2021 we have to be ready with find SSR documents.
2. HODs of all Departments informed to keep their departmental record.
3. Various measures needed to update information facilities and ICT in class room.
4. Criteria wise uploading of documents have been distributed to respective coordinators.
5. The principal stressed on the need to work rigorously to the preparation of SSR documents in time.
6. SSR document in PDF format metric wise have to be uploaded in website by 30th April.
7. For find uploading of SSR in NAAC portal date decided was 5th may 2021.
The meeting concluded with vote of thanks by IQAC coordinator.

Members Present

- 1)Smt. Sharda Darro- I/C Principal and chairperson
- 2)Smt. Rajani Mandal IQAC Coordinator
- 3)Smt. Bindu Thakur (Member)
- 4)Shri Irfan Ali (Member)
- 5) Dr. Tejprakash Sir (Member)
- 6) Singlu ram Kowachi (Member Student)
- 7) Satish Kumar Banjare (Member Technician)



GOVT. ARVIND COLLEGE KIRANDUL

MINUTES OF IQAC MEETING 2021

Meeting No. – 13 /2021

Date of meeting :05/08/2021

Chairman – Smt. Sharda Darro (I/C Principal)

Coordinator – Smt. Rajani Mandal

Agenda for the meeting

1. Confirmation & approved of minutes of meeting of IQAC held on 06.04.202.
2. Action taken of item of the 13th IQAC meeting.
3. Discussion on organization of workshop on research methodology.
4. Mock Peer Team visit for NAAC (Discussion)
5. Discussion on Preparation for NAAC peer team visit.
6. Admission propaganda for session 2021-22.
7. Schedule for Parent Teacher Meet.
8. Alumni meet Schedule.
9. Other Initiative for Quality Empowerment.

Discussion on following points :

1. Action taken on item of 12th IQAC meeting was s
2. Program on research methodology to be organized on 10th August List of resource to be
3. Before mock team visit all ICT should be well maintained & for interactive board software to be installed
4. Science Departments should check for proper disposal of their chemicals & water
5. Before mock team visit all preparation along with presentation by respective teachers should be completed by August.
6. For Admission propaganda pamphlets should be distributed. A short video clip of the Institution to be displayed in nearby schools.
7. A Parent Teacher meet to be scheduled by end of August. Focus to be made for local parents.
8. Alumni meet should be organized by this week only through online mode.
9. Visit to chemical labs for M.Sc. students to be scheduled by Next month.

Action Taken Report of 13th IQAC meet

1. SSR has been uploaded in NAAC portal on 6th June 2021.
 2. PDF document related to respective metrics uploaded in website.
 3. Members have been taken to make more use of ICT including interactive board.
 4. Clarification asked in DVV of NAAC portal has been submitted.
- the meeting concluded with vote of thanks by IQAC Coordinator.

Members Present

- 1) Smt. Sharda Darro- I/C Principal and chairperson
- 2) Dr. Tejprakash Sir (Member)
- 3) Smt. Rajani Mandal IQAC Coordinator
- 4) Smt. Bindu Thakur (Member)
- 5) Shri Irfan Ali (Member)
- 6) Satish Kumar Banjare (Member Technician)
- 7) Singlu ram Kowachi (Member Student)



GOVT. ARVIND COLLEGE KIRANDUL

MINUTES OF IQAC MEETING 2021

Meeting No. – 14/2021

Date of meeting :27/11/2021

Chairman – Smt. Sharda Darro (I/C Principal)

Coordinator – Smt. Rajani Mandal

The IQAC Chairman Smt. Sharda Darro Preided over the meeting

Agenda for todays meeting

1. Value Added Course.
2. Preparation of NAAC peer team visit dated 06.07.June 2022
3. Up gradation of website.
4. Other discussion with the permission of Chair.

Following Proposals were kept before IQAC for VAC

1. Soil & water Analysis.
2. Mushroom Cultivation
3. Spoken English
4. Historical Development.

- Discussion for NAAC peer team visit work distribution. various committees were formed with respective incharge.
- proposal for mushroom cultivation & soil & water analysis were approved by all IQAC members.
- Fund for mushroom cultivation will be allotted by present Nagar Palika President.
- NAAC peer team schedule brief other was discussed with IQAC members.
- Upgradation of website should be done.
- The meeting ended with vote of thanks by IQAC coordinator

Following Members attended todays IQAC meet:

- 1) Smt. Sharda Darro- I/C Principal and chairperson
- 2) Shri Mrinal Rai (President Nagar Palika)
- 3) Dr. Tejprakash Sir (Member)
- 4) Smt. Rajani Mandal IQAC Coordinator
- 5) Smt. Bindu Thakur (Member)
- 6) Satish Kumar Banjare (Member Technician)
- 7) Ku. Varsha Rai
- 8) Shri Irfan Ali (Member)
- 9) Singlu ram Kowachi (Member Student)