

PROCEEDINGS OF MEETINGS OF IQAC

Minutes of the IQAC Meeting: 2019-20

Date: 01st July 2019

Agenda:-

1. To review the admission guidelines from the department of Higher Education and affiliated university.
2. Monitoring of infrastructural facilities for the academic session.
3. To average at least 2 National seminars on quality improvement issues.
4. Facilities are encouraged to participate in FDP and conferences.

Action Taken:-

1. A meeting with the admission committee where made and apprised of the different admissions.
2. Some equipments needed for science departments and the repairs where recommended.
3. Seminars were arranged by IQAC.
4. Facilities members took part in FTP and conferences.

Members name:

1. Dr. Mrs. Veenapani Dubey (IQAC
coordinator)



2. Dr. Mrs. K. Awasthi

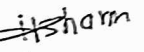


3. Dr. Mrs. Vibha Goyal



4. Dr. Vinit Nayar

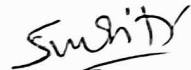


5. Dr. Harsha Shrama 

6. Dr. Mrs. S. Pavani




7. Mrs. S. Pandey



8. Dr. K.K. Gupta




Incharge Principal
C.M. Dubey P.G. College
Bilaspur (C.G.)
Principal

Date of Meeting – 28 October 2019

Agenda:-

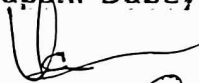
1. Collections and review of data for AQAR.
2. To motivate students to join various online platforms for viz. NPTEL SWAYAM and other digital repositories.
3. Session plan (teacher module) about curriculum implementation from each department.
4. To review the suggestions about the curriculum and ways to evolve effective teaching learning.
5. To start value added and skill development courses by various department.

Action Taken:-

1. AQAR was prepared.
2. The date of AQAR is was review by the team of IQAC coordinator played a key role in it.
3. Students joined various certificate courses of SWAYAM and NPTEL. Geography students joined the course of IRS Dehradun.
4. Blended teaching and learning methods for evolved.
5. Different value added courses of 30 hours duration where conducted by various department (Total 13) and skill development course by home science department.

Members name:

1. Dr. Mrs. Veenapani Dubey (IQAC coordinator)



2. Dr. Mrs. Binda Sharma



3. Dr. Vinit Nayar



4. Dr. Mrs. K. Awasthi



5. Dr. Mrs. Vibha Goyal



6. Dr. Mrs. Harsha Shrama



7. Dr. Mrs. S. Pawani



8. Mrs. S. Pandey



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Date of Meeting -3rd March 2020

Agenda:-

1. To trained teachers for the preparation of video lectures on selected topics of the courses.
2. To conduct training programs for the use of ICT for teachers.
3. Online feedback from the stakeholders.
4. To review and suggest about the curriculum and ways to evolve effective teaching learning.

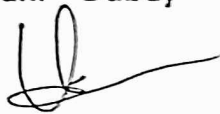
Action Taken:-

1. The teachers were trained in computers and other departments to prepare video lectures on the topic of the Course.
2. Training programmes for ICT where conducted.
3. The members of the staff representing Board of Studies gave their suggestions to improve the syllabus and some new learning methods evolved.
4. Online feedback was taken and analysed.

Members name

1. Dr. Mrs. Veenapani Dubey

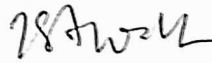
(IQAC coordinator)



2. Dr. Mrs. Binda Sharma



3. Dr. Mrs. K. Awasthi

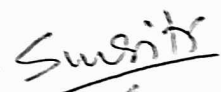


4. Dr. Vinit Nayar



5. Dr. Mrs. Harsha Shrama ~~Sharma~~

6. Mrs. S. Pandey



7. Dr. Mrs. S. Pawani



8. Dr. Mrs. Vibha Goyal




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Date of Meeting – 11th May 2020

Agenda:-

1. To discuss about organizing workshops as quality improvement.
2. To aware the general public people about the epidemic coronavirus.
3. To encourage teachers to attend online E-seminars webinars/FDP/ workshops.
4. Encourage students to participate in online quizzes learning programmes.
5. Proposal to hire a consultancy in LMS.
6. To follow the SOP issued by the government for educational institutions strictly covid-19.
7. To develop effective evaluations system for internal assessment and final examination of students.

Action Taken:-

1. Webinar as "Modularity of intellectual property rights" was organised on 20th May 2020.
2. Pamphlets on precaution and use of safety measures to prevent spread of covid-19 were distributed through online and offline mode. Hand sanitizer was prepared by chemistry department and distributed for general use.
3. The teacher took part in various online webinar/FDP/ workshops.
4. Students took part in various online programmes of learning M. Sc botany students took part in Quiz program on 5th June (Environmental Day).
5. Student of MSc 2nd semester botany name Tejaram Gupta got second prize in medicinal plants plantation online video quiz.
6. A consultancy was hired for LMS.
7. Value added courses were conducted by different departments during the June 2020 to July 2020
8. The departments and campus was sanitized frequently.
9. Plants having immune modulatory values such as "Giloy" was distributed by botany Department. Head Dr. Veenapani Dubey to general public of her Vicinity. She also trained some school going students on "how to grow the medicinal plants." Giloy and Bhuneem". She also has informed the improvement and other scientific information about these Plants.

Members Name:

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2. Dr. Mrs. Binda Sharma
3. Dr. Mrs. Vibha Goyal
4. Dr. Vinit Nayar
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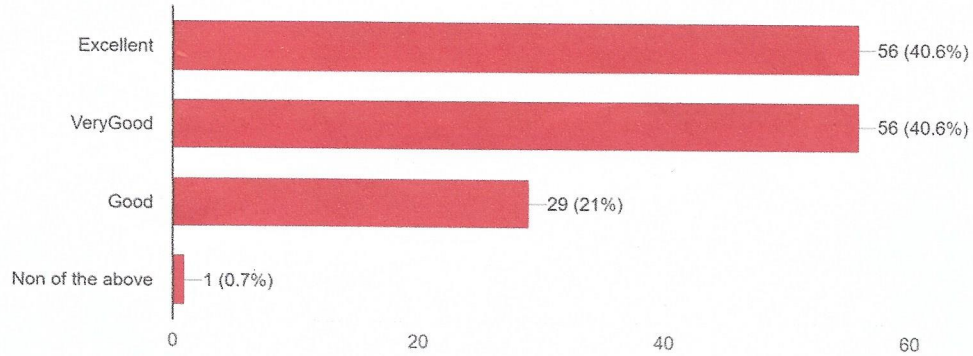
Incharge Principal
C.M. Dubey P.G. College
Bilaspur (C.G.)
Principal

FEEDBACK ANALYSIS AND ACTION TAKEN REPORT

Analysis of Alumni Feed Back form 2019-20

1.How will you give Academic Development of College

138 responses



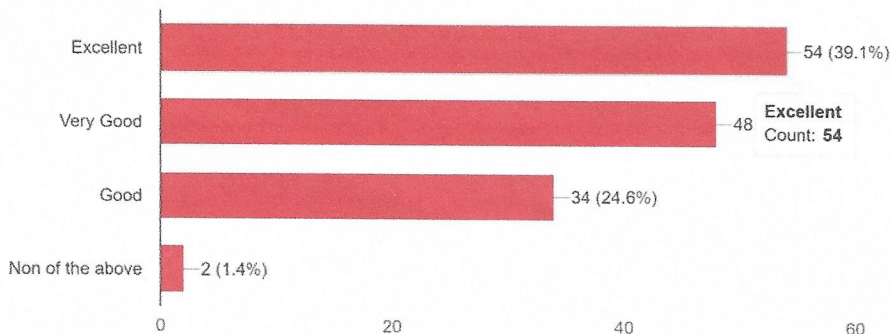
2.How will you assess the Campus of the college

138 responses



3.Overall Progress of the College

138 responses



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Bilaspur (C.G.)

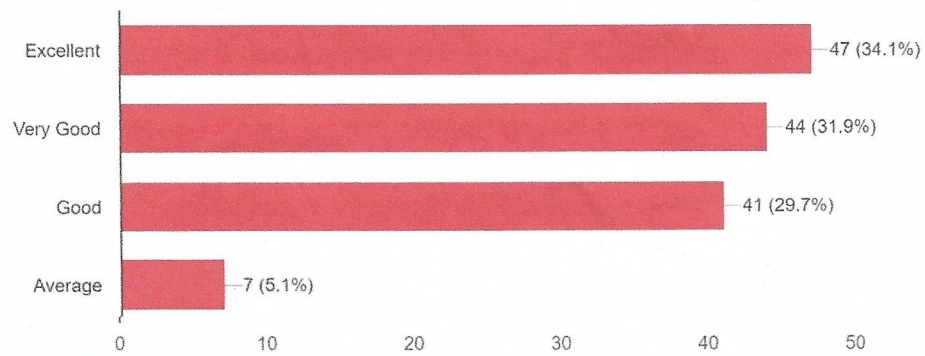
4. Educational Resources

138 responses



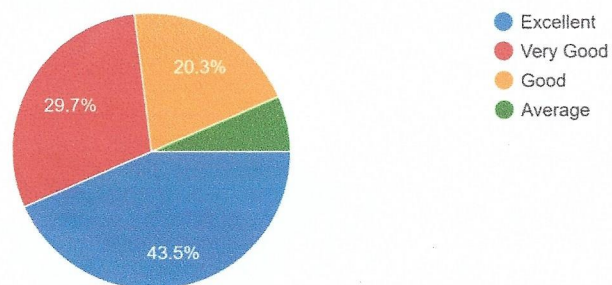
5. Admission Procedure


138 responses



6. Office Staff

138 responses




Incharge Principal
C.M. Dubey P.G. College
Bilaspur (C.G.)



(ESTD.1956)

OFFICE OF THE PRINCIPAL
**C.M.DUBEY POST GRADUATE COLLEGE
BILASPUR (C.G.)**

(Accredited "A" by NAAC & The College with "Potential for Excellence")
An Affiliated College of Atal Bihari Vajpayee Vishwavidyalaya, Bilaspur (C.G.)

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Action Taken Report - 2019-2020

Survey forms were collected through Google Forms after links were sent to different stakeholders. Feedbacks taken were analyzed by the Department of Computer Science through software and accordingly actions were taken for the betterment of curriculum.

The action taken for different stakeholders are described below:

Employer

- Promotion of ICT / e-governance
- Organizing capacity building programs for the employees
- Felicitating the good performers
- Celebrating togetherness during festivals viz. Makar Sankranti, Basant Panchmi, Holi and New Year.

Students

- Departments conducted curricular enrichment programs viz. Value Added Courses and Skill Development Programs
- Organised Lectures of subject experts and eminent persons students upgradation.

Faculty

- Motivating the students for digital access to online libraries/ Courses
- Assigning a class for advanced learners
- Career Counselling of stakeholders

Alumni

- Registration of Alumni Association
- Donations for student welfare
- Online Webinars

Alumni feedback form 2019-20

<https://docs.google.com/forms/d/e/1FAIpQLSf8ByiqdEvKTHYYYcsnzPKF7AC47EHoeBS31KJjsDSPbeSWjw/viewform>

Parent feedback link 2019-20 <https://forms.gle/9CJ3Hv81QwBs7jpPA>

Employee feedback <https://docs.google.com/forms/d/e/1FAIpQLScSIIUiU1XP5xgz0K-qxGsBLoNSdZGwNrdfrjb1p73QNAXdw/viewform>

In-Charge Principal
C.M. Dubey
C.M. Dubey Graduate
College, Bilaspur (C.G.)