



## MINUTES OF THE MEETING OF IQAC 1<sup>st</sup> QUARTER

Today on **September 1, 2022** the IQAC 1<sup>st</sup> quarterly meeting was held at 1:00 p.m. in room number 139 in which the following agenda was placed before the members.

1. Discussion on the outcomes of the last meeting.
2. Activities for the session 2022-23
  - Admission
  - Teaching plan and curriculum
  - Departmental seminars/ assignments/term tests/field/project /tours
  - Research work promotion among faculty members
  - Cultural programs
  - Student Union
  - Games / NSS / NCC / Rover - Ranger scout / Different committees' activities
  - Renovation
3. Library automation
4. Water harvesting
5. Solar system
6. SSR preparation by SSR committee
7. Human Resource management
8. Canteen
9. Waste material management
10. Bio compost
11. Separate Parking facility for students and teachers
12. Appointment of watchman at college main gate
13. Reconstruction of IQAC committee:

First of all, after warm welcome by Dr A L Kulhari, the convener IQAC, Sh Dilip Singh Punia, Principal addressed the members and give directions/Ideas for the new session. Then he directed to committee to discuss today's agenda.

1. **Discussion on the outcomes of the last meeting:** - A progress report of the last meeting was presented by the convener IQAC, Dr A L Kulhari, in which he told that 60 percent recommendations were completed.
2. **Activities for the session 2022-23**

**Admission:** There are online admission portals for fresh admission in Part I and for Renewal students of Part II and III. Admission committees have been constituted for the online admission process and training has also been provided to the members of the admission committee for the online portal under IQAC.

**Teaching plan and curriculum:** It has been decided to prepare a detailed teaching plan by the faculty members for the session 2022-23 and implement it effectively.

**Departmental seminars/ assignments/term tests/field/project /tours:** On that point all members were agreed to such activities must be organized by departments and quarterly reports should be submitted to IQAC/Principal.





**Research work promotion among faculty members:** It is decided to organize an orientation programme regarding research work promotion among faculty members, especially for newly appointed faculty members, by RDC in college.

**Cultural programs:** It is discussed that cultural activity calendar should be prepared by cultural committee and will be displayed on College website.

**Student Union:** Student union elections are over and the apex body is formed. A meeting of the student union should be called by the Student Advisory Committee and the detailed program for the session should be discussed as per the guidelines provided by DCE, Jaipur.

**Games / NSS / NCC / Rover - Ranger scout / Different committees' activities:** Prepare an annual calendar for all such activities with the instructions of DCE, Jaipur and display it on the website of the college.

**Renovation:** The building requires white-wash and it should be done in next summer vacation. Electric wiring system also should be proper and must be covered by duct.

3. **Library automation:** The library automation work is pending for six years. NAAC cycle 2 peer team have also been suggested for Library automation. Today it is decided to get automation software from CCE through mapping SSO id of library in charge. After that automation work will be completed by the help of a technical assistant which will be appointed by Principal.
4. **Water harvesting:** The Principal informed the members that a letter has been sent to CCE, Jaipur for administrative and financial approval for water harvesting structure in the campus. Also we are trying to make it under MLA-LAD scheme.
5. **Solar system:** Dr PK Sharma informed the committee that technical specifications have been prepared for installation of solar panels. Bid documents for installing solar panels are being prepared and will be published in the newspaper very soon.
6. **SSR preparation by SSR committee:** According to SSR committee coordinator, 85 percent SSR is completed. Few key indicators of some criteria are incomplete, which will be completed by 25th of September.
7. **Human Resource management:** In order to fulfill the demand of vacant posts of teachers, applications are invited from our college as well as those colleges where this college acts as nodal under *Vidya Sambal Yojana* of the state government. All the members urged to complete the work of scrutiny of applications and to appoint eligible candidates. On this, the Principal informed that the process of inviting them to teach has been started and this work will be completed by the end of this month.
8. **Canteen:** The Principal informed the members that canteen will be run by the end of this month. The college has a MoU with Municipal Corporation, Churu to run *Indira Rasoi* in the college premises. The beneficiary will be college students who can take a thali for Rs 8 only.
9. **Waste material management:** In no environment can waste be avoided. A huge amount of paper waste and plastic covers are generated from the college campus. To collect it, garbage containers should be installed at various places in the college premises. For science laboratory waste, especially for hazardous chemical waste, a proper mechanism should be developed.





10. **Bio compost:** A permanent zone is under preparation in left side garden i.e. in Saraswati vatika.
11. **Separate Parking facility for students and teachers:** It was strongly recommended by all members for separate parking facility for students and teachers.
12. **Appointment of watchman at college main gate:** It is observed by IQAC that many outsiders wander in college campus without any work that creates nuisance. So it is recommended to appoint a watchman at college main gate who allow the regular students with I card and outsiders with genuine reason/document.
13. **Reconstruction of IQAC committee:** The IQAC committee was formed in 2019. According to NAAC norms, the IQAC should be reconstructed in 2 to 3 years. So, it was proposed to reconstruct The IQAC committee.
14. **Any other issues:** Some more issues are discussed by the committee such as
  - Online Meeting of Alumni Association & Parents-Teacher for this session
  - Student feedback and its analysis.
  - To get Minutes and progress report of various college committees on trimonthly for this academic year
  - Quick disposal of grievances or complaints received by the college
  - MOU possibilities
  - Updating of Scholar/ honours board
  - More plantation
  - Website updating
  - Celebration of various days (Ozone day, earth day, voter's day, constitution day, women's day, youth day, etc.)
  - All event photography should have geotagging.

**Finally, the meeting ended with the vote of thanks by Sh Mahaveer Singh.**

Following IQAC and SSR committee members were present in the meeting:

1. Prof. Dilip Singh Punia, Principal In charge
2. Sh Mahaveer Singh, Associate Professor
3. Sh Suresh Kumar, NAAC coordinator
4. Dr A L Kulhari, IQAC Coordinator
5. Dr A K Saxena, SSR Coordinator
6. Dr Prashant K Sharma, member IQAC
7. Dr Ravindra Kumar, member IQAC
8. Dr M K Khardia, member IQAC
9. Dr. Prashant Kumar, member IQAC
10. Dr Sumer Singh Khichar, member IQAC
11. Sh Naresh Kumar, member IQAC
12. Sh Madan Lal Sharma, External member IQAC

  
Principal

  
IQAC Coordinator