

## The meeting of Internal Quality Assurance Cell

Dated 22/ 08/ 2017.

The meeting of Internal Quality Assurance Cell was organised in which the following members were present-

1. Dr. Kalpana Mishra
2. Dr. Antima Tiwari
3. 3Dr. Kalpana Jha
4. Dr. Rita Sachdev
5. Dr. Kalawati Kori
6. Dr. Sangeeta Gour
7. Dr. Bindu Mahavar
8. Dr. Rashmi Kela Holani

The following points were discussed in the meeting. We feel the prior importance of personality development in the students now a days. Written and oral communication capacity development is mandatory in the students. Simultaneously leadership and ability of team work, ability of resolving the problems, unity and organising and conducting the programmes are the necessary abilities. 1. Internal Quality Assurance Cell directed for the conduction of the zero classes. The Professors should provide the tips of personality development. Basic information regarding the college should be provided in the zero classes. The information of several scholarships should be provided so that the students should arrange all the relevant documents of scholarships. The information of all the schemes should be provided so that the students should be benefited. The information of free stationery and books should be provided to the students of scheduled caste and scheduled tribe so that they collect it at time. Proper information of NCC, NSS and Sports should be provided to the students in zero classes so that they can participate according to their interests throughout the year in these activities. Under 'College chalo campaign' the school students should be encouraged for achieving high quality education in the college in the month of June and July. The strategy should be prepared for the initiation of 'College chalo campaign' during the summer vacation so that the information should be provided to the students of the schools in the month of July. Faculty members should go to the schools and address the students and provide them the information regarding the scholarships and schemes operated in the college. Rules and regulations of admission should be provided to school students. The information of courses and syllabus of the college should be provided to the school students so that they can choose the subject of their own interest. They should take the benefit of scholarships and schemes. By such efforts of 'College chalo campaign' there must be increase in the number of enrolment of the students. The students should be motivated to get the admission to the maximum. The orientation programme should be organised in the beginning of the session in which the students should be provided all the informations conducted in the college. For the redressal of the basic weaknesses of the newly admitted students and before starting to regular studies self confidence, time and stress management and employment should be provided through this orientation programme. To develop the language and the mathematical capabilities the students should be introduced to the general knowledge and they should be motivated with affirmative efforts. The meeting was concluded with vote of thanks.

*Kha*

प्राचार्य

शासकीय कला एवं वाणिज्य (नर्सिंग)  
महाविद्यालय, भोपाल

## The meeting of Internal Quality Assurance Cell

Dated 30/10/2017

The meeting of Internal Quality Assurance Cell (IQAR) was organized in principal chamber at 3.00 pm and the following members were present in the chamber.

1. Dr. Rajiv Choubey
2. Dr. Kalpana Mishra
3. Dr. Antima Tiwari
4. Dr. Kalpana Jha
5. Dr. Reeta Sachdev
6. Dr. Kalavati Kori

The following points were discussed in the meeting:-

The semester incharge should ensure the information among the students regarding CCE examinations. All the class teachers should ensure about the semester examination & make the student aware regarding examination all the class teacher ensure the attendance of the student must be 75% for appearing semester examination.

Project internship were made compulsory by the university for 6th semester students. The project should be employment based and quality work is necessary for fetching good marks for project internship for getting good jobs.

In the meeting it was decided to conduct orientation program in the beginning of the session and information regarding scholarship, NSS, NCC, Personality development, Sports, and library facility should be provided in the orientation program. So that students take the benefits of all these activities. And email address of every student must be taken by class teacher so that if the students have any curiosity regarding the teachers or the facility aforesaid beneficiary should be available to the student, it should be resolved. All information of college activities are notified on the notice board timely.

The student should participate in academic & cultural activities according to the academic calendar. The incharge teacher should motivate the students to participate in cultural & academic activities and enhance their skills by participating in these activities.

*Asha*

प्राचार्य

शासकीय कला एवं वाणिज्य (नवीन)  
महाविद्यालय, भोपाल

## The meeting of internal quality assurance cell.

Dated : 25/01/2018

Meeting of internal quality assurance cell date 25/01/2018. according to the order of higher education department, Government of Madhya Pradesh and national assessment and guidance issued by the teaching testing Bengaluru for preparing and implementing action plan of prosperity assessment cell for maintaining and enhancing quality in the college. Accordingly a meeting was called to discuss the following points for implementations in which the following members.

1. Dr. Rajeev choubey
2. Dr. Antima Tiwari
3. Dr. Kalpana Mishra
4. Dr. Kalpana Jha.
5. Dr. Reeta Sachdeva
6. Dr. Kalawati Kori
7. Dr. Sangeeta Gour
8. Dr. Bindu Mahavar

The following points were discussed in the meeting today, due to economic liberalization scenario in education has changed very fast. Today, with the consideration of different aspect of personality, the need for employment is also being felt, New areas are emerging fast today. Employment opportunity in areas like management, designing, advertising, music, tourist, etc. However, it has been directed by the evaluation cell that more and more students are being trained through the swami vivekanand career guidance cell.

Career and employment related lectures should be every month for students, for career and placement in which student can be prepared to provide employment opportunities. IQAC has directed that class time schedule should be made regarding sports activities, so that no student has to leave their classes, while participating in sports activities keeping in mind the time schedule of the college.

Capable player should get extra exercise in particular. Self protection training should also be important to the girls students, so that, they can protect themselves. Yoga should be practiced on the day of surya namaskar, and further more yoga training should be organised in the college.

Record of cultural, academic, and sports, activities of the year should we kept. The list of first and second rank student in yuva utsav annual activities and NSS NCC should be prepared. On the basis of the previous year's result in the academic field a list of student ranked first, second and third should be prepared.

Which should be put on the notice board, so that if a student has any type of objection in his number in the proficiency list, then he can give his objection in the concerned teacher. Accordingly to the academic calendar issued by University the annual award ceremony should be organised in the college.

In this ceremony annual activities and sports day should be completed in two or three days. At the prize distribution ceremony students should be awarded with certificates and shield. So that the moral and confidence of the student will increase and it will prove to be helpful in their employment in future.

  
प्राचार्य

शासकीय कला एवं वाणिज्य (नवीन)  
महाविद्यालय, भोपाल