# Session 2022-23

# Minutes of the Meeting

I<sup>st</sup> Meeting of IQACfor the session 2022-23 was held on 17.09.22, following members were present in the meeting

- 1. Ms Rita Dixit
- 2. Dr. Poonam
- 3. Dr. Farha Tabbasum
- 4. Dr. Rajyashree Mishra
- 5. Dr. Nishtha Sharma
- 6. Dr. Sandhya Dwivedi
- 7. Mrs. Pragya Kesharwani

## AGENDA OF THE MEETING:-

#### Agenda 1:-

Minutes of the previous meeting were confirmed by all the members.

## Agenda 2:-

Reconstitution of IQAC will be constitute in the month of October 22 after the completion of two years

(i) It has been decided in the meeting that after the retirement of Dr. Nirmala Yadav former Chairperson of IQAC, Dr. Anju Sharma (Principal) will over as the New Chairperson

## Agenda 3:-

Agenda to discuss and frame the calendar of events for the new session 2022-23. Members of IQAC discussed and listed all the events to be conducted in the session 2022-23. Final calendar was framed (copy attached)

## Agenda 4;-

It was instructed to the Incharge of IDP cell Dr Farha Tabbassum to made a plan for institutional development to set a goals and to implement by the IQAC for the new Session.

### Agenda 5:-

AQAR for session 2020-21 is still incomplete so it was decided in the meeting to fill AQAR 2020-21 at the earlist and also to fill to compile data of 5 years according to 2020-21 format within Two months. The hed of respective cells are hereby informed to submit the documents as per the given deadline. This is for immediate compliance.

### Agenda 6:-

For the quality enhancement of the institution it was decided in the meeting.

- (i) Seminars/Conferences/ Lectures should be conducted on the career guidance of students
- (ii) The departments should organize regular meeting to assess the academic progress of the students and provide suggestions accordingly for their improvement.

## Agenda 7:-

It was decided that verification of records of events and departmental activities for the session 2022-23 will be filled in a new format

The meeting ended with a vote of thanks by the coordinator

Chairperson

M.G.B.V. (P.G.) Codege

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Dr. Priyadarshini Upadhyay (Coordinator -IOAC)

Co-ordinator I Q A C Mahatma Gandhi Balika Vidyalay (PG) College, Firozabad

#### Minutes of the meeting

II<sup>nd</sup> Meeting of IQAC for the session 2022-23 was held on 14/01/23. Following members were present in the meeting.

- 1. Ms. Rita Dixit
- 2. Dr Poonam
- 3. Dr Farha Tabbassum
- 4. Dr Rajyashree Mishra

Agenda 1: Minutes of the previous meeting were confirmed by all the members of the committee.

Agenda 2: Dr Priyadarshini Upadhyay, Coordinator IQAC suggested that as the stipulated periods of two years of the nominated members have elapsed thus we shall fill up the vacant position and reconstitute IQAC for session 2022-23. Members of IQAC unanimously approved and finalized the following Internal Quality Assurance Cell (IQAC) for the session 2022-23.

Agenda 3: Ms. Rita Dixit was informed to complete and submit the AQAR Criterion V & VII 2020-21 which has not submitted yet.

Agenda 4: It is decided that Sub Committee of IQAC will present their AQAR 2021-22 reports in the next IQAC meeting which has not submitted yet.

Agenda 5: The application has been given by Dr Priyadarshini Upadhyay for the promotion under CAS Academic level 13A to 14 and it was discussed that the file will be reviewed by IQAC on 02 Feb.2023

There being no agenda, The meeting ended with vote of Thanks by the Coordinator.

Dr Anju Sharma

Chairperson

Dr Priyadarshini Upadhya

Coordinator - IQAC

M.G.B.V. (P.G.) College

#### Minutes of the Meeting

Today on date 15-04-23 at 01:00pm meeting of IQAC was conducted in the Principal's office. Following members were present in the meeting

- 1. Ms Rita Dixit
- 2. Dr Poonam
- 3. Dr Farha Tabbassum
- 4. Dr Rajyashree Mishra
- 5. Smt. Mamta Gupta
- 6. Smt. Shaija Pathak

First of all members were welcomed by the coordinator and thereafter with the permission of the Chairperson the meeting was conducted.

- 1. Minutes of the previous meeting were approved by all the members.
- 2. Regarding verification of records of events and departmental activities during the session 2022-23 the IQAC members Ms. Rita Dixit, Dr. Poonam, Dr Farha Tabbassum & Dr Rajyashree Mishra were given the charge to verify the Departmental record and to present a satisfactory report.
- 3. The Chairperson directed the members to fill and submit the AQAR for the year 2020-21 at earliest Criterion VII is still pending to filled Ms Rita Dixit assured that it is necessary complete and will be submitted soon.
- 4. Plan of action chalked out by the IQAC for the session 2023-24.
  - To organize conference / Workshop / Seminars on various subjects
  - To update knowledge and skills of the students for better job opportunities II.

There being no agenda. The meeting ended with vote of thanks by the coordinator.

- To inculcate Sense of responsibility towards conservation of environment to make ecofriendly
- To encourage Faculty to use ICT tools for improvement in teaching learning process IV.

Dr Anju Sharma

Dr Priyadarshini Upadhyay

Chairperson-IQAC

Coordinator-IQAC

Principal M.G.B.V. (P.G.) College Hozabad