

## NOTICE

### Meeting cum Agenda for (2025 - 2026)

The meeting of the Institutional Development Plan Cell (IDPC) is scheduled to be held in the Principal's Office on 18/09/2025. All the members are requested to attend the meeting with their valuable suggestions.

Date: 18/09/2025

Time: 11:30 AM

Venue: Principal's Office

#### AGENDA

1. Review of short-term Institutional Goals (2024-2025). Assessment of initiatives completed in the previous academic year.
2. Academic and professional development programs — organization of ICT-based training and workshops for faculty and students.
3. Student well-being and support: Implementation of psychological counseling and mentoring programs.
4. Research and innovation activities.
5. Digitalization and resource management.
6. Maintaining the API score for promotions of faculties.

Chairperson:

Prof. (Dr.) Priyadarshini Upadhyay  
Principal  
M.G.B.V. (P.G.) College  
Firozabad

Co-ordinator:  
Dr. Rafat Khan

#### EXPECTED OUTCOMES

- Roadmap for academic year 2025-2026.
- Action plan with responsibilities assigned to members.
- Strengthening of institutional framework for student and faculty growth.

#### COMMITTEE MEMBERS OF IDPC

- Professor Poonam
- Professor Farha Tabassum
- Dr. Rajyashree Mishra
- Dr. Nishtha Sharma
- Dr. Sandhya Dwivedi

## NOTICE

INSTITUTIONAL DEVELOPMENT PLAN (IDP) CELL

Under ICT Initiative  
M.G.B.V.(P.G.) College, Firozabad

All the students and faculty members are hereby informed that under the ICT Initiative, a Workshop on "How to Prepare a PowerPoint Presentation" will be organized on 12th November 2025 (Wednesday) at 11:30 A.M. in the Department of Chemistry.

The workshop aims to enhance presentation skills among students and teachers through effective use of ICT tools. All are cordially invited to participate and make the session successful.

Venue: Deptt. Of Chemistry

Date: 12.11.2025

Time: 11:30 A.M.

Chairperson:

(Prof.) Dr. Priyadarshini Upadhyay.  
Principal  
M.G.B.V. (P.G.) College  
Firozabad

Coordinator:  
Dr. Rafat Khan

## सूचना

संस्थानिक विकास योजना (IDP) सेल  
आई.सी.टी. (ICT) पहल के अंतर्गत  
एम.जी.बी.वी. (पी.जी.) कॉलेज, फिरोजाबाद

सभी छात्र-छात्राओं एवं शिक्षकों को सूचित किया जाता है कि आई.सी.टी. (ICT) पहल के अंतर्गत "पावर पॉइंट प्रेजेंटेशन कैसे तैयार करें" विषय पर एक कार्यशाला (Workshop) का आयोजन दिनांक 12 नवम्बर 2025 (बुधवार) को प्रातः 11:30 बजे रसायन शास्त्र विभाग (Department of Chemistry) में किया जाएगा।

इस कार्यशाला का उद्देश्य विद्यार्थियों एवं शिक्षकों में प्रस्तुति कौशल को उन्नत करना तथा आई.सी.टी. उपकरणों के प्रभावी उपयोग को प्रोत्साहित करना है। सभी से अनुरोध है कि कार्यशाला में उपस्थित होकर इसे सफल बनाएं।

स्थान: रसायन शास्त्र विभाग

दिनांक: 12.11.2025

समय: 11:30 पूर्वाह्न

अध्यक्ष:

डॉ. प्रियदर्शिनी उपाध्याय  
Principal  
M.G.B.V. (P.G.) College  
Firozabad

समन्वयक:

डॉ. रफत खान

## I.D.P. Cell Programme Report (2025-2026)



**Title:** Workshop on "PowerPoint Presentation Skills"

**Organized by:** Institutional Development Plan Cell(IDPC)

**Date:** 12 November 2025

**Time:** 11:30 A.M.

**Venue:** Library Hall

A workshop on PowerPoint Presentation Skills was organized under the ICT initiative of M.G.B.V. P.G. College, Firozabad. The programme commenced with an introductory address by Dr. Rafat Khan, who warmly welcomed all dignitaries, faculty members, and students. Dr. Khan emphasized the growing importance of presentation literacy and digital competency in today's educational environment.

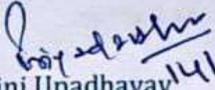
The inaugural session was graced by Prof. Priyadarshini Upadhyay, Chairperson who officially inaugurated the event. In her address, she highlighted the role of such workshops in developing students' creativity, confidence, and communication skills.

The Keynote Speaker, Mr. Rahul Sharma, delivered an informative and engaging session on creating effective PowerPoint presentations. He demonstrated various design tools, layout techniques, and methods for making slides visually appealing and impactful. His presentation encouraged participants to explore innovative ideas in academic and professional communication.

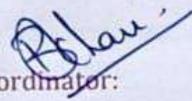
The workshop concluded with a Vote of Thanks proposed by Dr. Rafat Khan, who expressed gratitude to the Chairperson, the keynote speaker, Cell's members, and students for their enthusiastic participation and cooperation in making the event a success.

The session ended on a positive note, inspiring participants to apply the newly learned skills in their academic and professional endeavors.

Chairperson:

  
Prof.(Dr.)Priyadarshini Upadhyay 14/11/25  
Principal  
M.G.B.V. (P.G.) College, Firozabad  
M.G.B.V. (P.G) College, Firozabad  
Firozabad

Coordinator:

  
Dr.Rafat Khan

# INSTITUTIONAL DEVELOPMENT PLAN CELL (IDPC) 2025–2026

## Meeting

### Minutes of Meeting

Date: 18 September 2025

Time: 11:30 AM

Venue: Principal's Office

### Members Present

- Professor Poonam *Poonam*
- Professor Farha Tabassum *F. Tabassum*
- Dr. Rajyashree Mishra *Rajyashree*
- Dr. Nishtha Sharma *Nishtha*
- Dr. Sandhya Dwivedi *Sandhya*



### Agenda Points and Discussions

1. Review of Institutional Goals (2024–2025): The Chairperson reviewed the short-term institutional goals achieved.
2. Academic and Professional Development: Discussion on organizing ICT-based training and workshops.
3. Student Well-being and Support: Proposal for mentoring and counselling system approved.
4. Research and Innovation Activities: Encouragement of minor and major research projects.
5. Digitalization and Resource Management: Emphasis on upgrading ICT facilities and digital records.
6. Maintaining API Score for Promotions: Members reminded to update academic and research credentials regularly.

### Resolutions

- Each department will submit an annual development plan by last of 2025.
- Institutional Development Plan for 2025–2026 to integrate key initiatives.
- Follow-up meeting scheduled for December 2025.

### Vote of Thanks

The meeting concluded with a vote of thanks proposed by Dr. Rafat Khan, expressing gratitude to the chairperson prof. (Dr.) Priyadarshini Upadhyay for her valuable guidance and to call members for their active participation.

Chairperson

Prof. (Dr.) Priyadarshini Upadhyay

*Priyadarshini*  
18/09/25  
Principal  
M.G.B.V. (P.G.) College  
Firozabad

*Rafat Khan*  
Co-ordinator & In-charge,  
Dr. Rafat Khan