

Govt. M. H. College Of Home Science & Science for Women,
Autonomous, Jabalpur (M P) – 482002




Date:-11/07/2022

IQAC Meeting - 2022-23

Meeting Notice

All the members of IQAC are hereby informed that meeting of IQAC is scheduled in room no. 139 at 3.00 p.m. on 18/07/2022. All the members are requested to be present on time for the same.


IQAC Coordinator
Co-ordinator
Internal Quality Assurance Cell
College of H. Sc. & S. Sc.
for Women, Jabalpur


Principal
Govt. M.H. College of Home Sc. & Sc.
for Women, Jabalpur (M.P.)

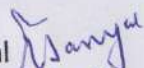
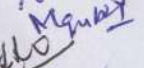


Agenda

- Confirmation of the previous meeting.
- Revising IQAC committee.
- Purchase requirement of IQAC
- Student Induction session
- Start new short term, skill based courses as well as new programme.
- Academic plan.
- To Organize FDP, seminars, workshops and conferences.
- To prepare the Institutional Development Plan (IDP).
- To plan activities keeping in mind NAAC guidelines.
- To overview criteria wise issues in preparation of NAAC- 2024.
- To plan enhancement of SSS.
- To prepare a design for improvement of Research output of the college
- To develop the industrial linkages for placement.
- Library resources.
- Discussion on revised format of AQAR.
- To request the Alumni Coordinator and Head of the Departments to start planning early for the Annual alumni meeting.
- Any other matters with the permission of the chairperson.

Members -

- Dr. Sadhna Kesharwani
- Dr. Vinita Nanda
- Dr. Sudipta Sanyal
- Dr. Manju Gupta
- Dr. Jyoti Jain
- Dr. Archana Gupta
- Smt. Shruti Singh



- Smt. Chandrakanta Mourya
- Smt. Aaysha Tahera Khan
- Smt. Rashmi Singrore *Rashmi*
- Mr. Jagdish Sen *J.S.*
- Mr. Prashant Pole-Social Worker
- Mr. Ashok Kumar Kapur- Industrialists
- Suchitra Badonia (Alumni) *Suchitra*
- Vanshika (M.Sc I semester Maths)
- Somya Chakrawarty (M.Sc I semester Chemistry)

Date:- 18 July 2022

Minutes of the meeting:-

- The coordinator read- out the minutes of last meeting of 2021-22.
- Action taken report is also presented.
- A revised list of IQAC committee framed by principal is approved in meeting which is as follows:-
 - Chairperson : Head of the Institution – Dr. Nandita Sarkar
 - A few senior administrative officers
 - Dr. Sadhna Kesharwani *SK*
 - Dr. Vinita Nanda *V.N.*
 - Dr. Sudipta Sanyal *S.S.*
 - Dr. Manju Gupta *M.G.*
 - Five teachers
 - Dr. Jyoti Jain *J.J.*
 - Dr Archana Gupta *A.G.*
 - Smt. Shruti Singh *S.S.*
 - Smt. Chandrakanta Mourya
 - Smt. Aaysha Tahera Khan
 - Smt. Rashmi Singrore *Rashmi*
 - One member from the Management
 - Mr. Jagdish Sen (Accountant) *J.S.*
 - One/two nominees from Society, Alumni and Students
 - Mr. Prashant Pole – Social Worker
 - Suchitra Badonia (Alumni) *Suchitra*
 - Vanshika (M.Sc I semester Maths)
 - Somya Chakrawarty (M.Sc I semester Chemistry) *Somya*
 - One/two nominees from Employers/Industrialists/Stakeholders
 - Mr. Ashok Kumar Kapur- Industrialists
 - One of the senior teacher as the Coordinator/Director of the IQAC
 - Dr. Binay Kumar Singh
- It is decided to purchase the essential items like, files, papers and others stationary goods.

- It is decided to conduct orientation to the students. This session of students includes introduction about the college, Principal's message, orientation on online teaching, learning strategies, entry level assessment, bridge courses, etc. The welcome Week will be planned and implemented by the IQAC.
 - It is also decided to start short term courses, certificate courses, add-on courses along with some new programs introduced.
 - The main issues discussed are as follows:-
- Counseling of students regarding new course combinations viz (major, minor, elective and vocational) during admission.
 - Allocation of time slots based on credits for different subjects.
 - Each class to be conducted for 1 hour.
 - Subjects for vocational and elective courses to be decided.
 - Collaboration with other educational institutions/ industry for classes, internship, and educational visits.
 - Experts to be invited to carry out vocational training and delivering lectures.
 - Educational tours and extension activities to be conducted by all departments.
- IQAC decided to organize state, national and international level FDP, seminars, workshops and conferences. . It is also decided to utilize maximum online learning opportunities and to organize webinars by each department and also by IQAC.
- According to the requirements of NEP 2020, the college is expected to prepare its IDP. It is decided that the HoDs, all faculties and other stakeholders of the college will be asked for suggestions to prepare the final IDP.
- According to different matrices of AQAR, the departmental heads and committee members are given directives to plan and conduct activities related to mentoring, activities for slow and advanced learners, remedial coaching and other curricular, co-curricular and extra-curricular activities.
- An overview of college performance during the 4th' cycle of NAAC is taken. According to the changing guidelines of NAAC and according to the expectations of NEP 2020, all Criteria in charge are instructed by Principal to take necessary actions to collect data required for AQAR and SSR.
- It is necessary that the newly admitted students are introduced to the facilities provided by the college and made aware of the curricular, extra-curricular and co-curricular activities being organized by different departments in order to improve students' satisfaction. Also, it is decided that a review of the SSS questionnaire be taken and improved. It is agreed upon that the number of MoUs will be increased along with an attempt to establish a MoU with a foreign institute. Organizing workshops on IPR, providing seed money to the research proposals from teachers, sending project proposals to CSIR, DST, DBT and UGC etc will be the focus point of the research design. Also, the funded teachers will publish min. 2 papers based on the project work. The research component in the Third Year UG and final PG courses will be increased in the updated curriculum.
 - It is suggested in the meeting to create industrial linkages with a number of companies for better placements of students.
 - It is decided to purchase some more new journals, Magazines, periodicals as well as some more numbers of text and reference books for library.
 - The revised format of AQAR, introduced by NAAC is adopted.
 - It is proposed that regular meeting of Alumni be conducted and decided about financial and other support to the institution.

As there is no other issue, the meeting is concluded with the vote of thanks by Coordinator Dr. B. K. Singh.
Following members are present in the meeting.

Members

- Dr. Sadhna Kesharwani
- Dr. Vinita Nanda
- Dr. Sudipta Sanyal
- Dr. Manju Gupta
- Dr. Jyoti Jain
- Dr. Archana Gupta
- Smt. Shruti Singh
- Smt. Chandrakanta Mourya
- Smt. Aaysha Tahera Khan
- Smt. Rashmi Singrore
- Mr. Jagdish Sen
- Mr. Prashant Pole-Social Worker
- Mr. Ashok Kumar Kapur- Industrialists

- Suchitra Badonia (Alumni)
- Vanshika (M.Sc I semester Maths)
- Somya Chakrawarty (M.Sc I semester Chemistry)

Action taken report

- As per NAAC guidelines, IQAC committee is reconstituted.
- Academic calendar is prepared.
- The text and reference books are purchased.
- NEP-2020 was implemented in B Sc III year.
- Orientation programme of newly admitted students are organised.
- Alumni meeting is conducted.


IQAC Coordinator
Co-ordinator

Internal Quality Assurance Cell
Govt. M.H. College of H. Sc. & Science
for Women, Jabalpur (M.P.) 482002


Principal

Govt. M.H. College of Home Sc. & Sc.
for Women, Jabalpur (M.P.)

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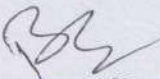


IQAC Meeting - 2022-23

Date- 09/09/2022

Meeting Notice

All the members of IQAC are hereby informed that meeting of IQAC will be held in room no. 139 at 3.00 p.m. on 16/09/2022. All the members are requested to be present on time for the same.


IQAC Coordinator

Internal Quality Assurance Cell
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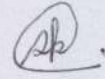
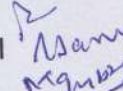
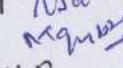

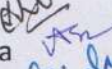


Principal
PRINCIPAL

Govt. M.H. College of Home Sc. & S.
for Women, Jabalpur (M.P.)

Agenda

- Confirmation of the minutes of last meeting.
- Promotion of research culture
- Information about receiving extension of Autonomy status.
- To present the feedback analysis of stakeholders for the previous year.
- Focus on placement.
- Publication of magazines.
- Outcome based education and promotion of Indian Culture.
- Focus on AzadikaAmrut–Mahotsav
- Preparation of documentations for NIRF and AISHI.
- To develop ICT facility for teaching learning as well as e-content development to strengthen digital education.
- To review the progress of NEP-2020 implementation.
- Identify the best practices of departments.
- Collect essentials for new AQAR report.
- To increase students' exposure through field trips and industrial visits.

Members –

- Dr. Sadhna Kesharwani 
- Dr. Vinita Nanda
- Dr. Sudipta Sanyal 
- Dr. Manju Gupta 
- Dr. Jyoti Jain 
- Dr. Archana Gupta 
- Smt. Shruti Singh 
- Smt. Chandrakanta Mourya

- Smt. Aaysha Tahera Khan
- Smt. Rashmi Singrore *Rashmi*
- Mr. Jagdish Sen *Jagdish*
- Mr. Prashant Pole-Social Worker
- Mr. Ashok Kumar Kapur- Industrialists
- Suchitra Badonia (Alumni) *Suchitra*
- Vanshika (M.Sc I semester Maths)
- Somya Chakrawarty (M.Sc I semester Chemistry)

Date– 16 September 2022

Minutes of the meeting

- The coordinator read the minutes of earlier meeting and the minutes are reviewed and passed by the members.
- It is decided that faculty members shall submit proposals for Major-Minor research projects to different funding Agencies during the academic year. The research students to conduct interactive sessions for promotion of research culture. In order to inculcate research culture among the students and teachers, IQAC members suggested increasing participation in the Avishkar project and other competitions. All the faculties to be encouraged for publishing their research papers in UGC recommended National and International Journals, magazines and present their papers in National, International workshop and seminars. It is stressed to conduct extension activities through NSS, NCC and the departments.
- Autonomous status of college is extended by the UGC, New Delhi as informed by our Principal to the members of IQAC about this honour. He mentioned that in the wake of implementing NEP-2020, this additional status has increased our responsibility as a leading academic institution.
- Previous year feedback analysis is presented taken from all stakeholders during the previous year. Some of the major issues in all stakeholders' feedback are discussed thoroughly and the Principal asked the concerned HODs to take proper action.
- The placement activities should be strengthened. The placement cell should arrange more placement sessions with the help of alumni. Seminar sessions and interactive sessions should be arranged for soft skill development and career guidance should be provided through Professional agencies.
- It is finalized to publish college magazine, departmental magazines, research magazine (Anusandhan), newsletter etc.
- The basic issues discussed are as follows:-
 - All departments to follow the time table of the same as provided.
 - To arrange visits and rallies for promotion of Indian Culture.
 - Community service for inculcating values.
 - Programs for awareness towards environment sustainability.
 - Value based education to inculcate humanistic ethical and constitutional values.
 - To arrange FDP's and training programs for faculty and office staff.
 - Lecture and training programs for competitive exams, soft skills and life skills.
 - It is decided to perform various activities under "Azadi ka Amrit-Mahotsav" by all departments, committee, clubs and forum specially framed for this purpose. The details to be e-mailed to IQAC.

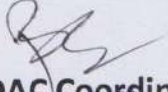
- It is stressed for doing documentation of NIRF and AISHI to participate effectively.
- As use of ICT tool is important and so it should be used at faculty level. So it is important to purchase more LCD projector on immediate effect to record ICT tool decided to put it in teaching plan along with use of lecture capture facility as well as video editing facility to create more high quality E- content using this facility.
- As per the guidelines of UGC, deptt. of higher Education, Govt. of M. P. has designed the framework and curriculum for NEP 2020. Accordingly, Principal guided the time table incharge to reformulate it as per changes of NEP - 2020 structure and ensure the smooth conduction of lectures as per time table.
- It is decided to exercise the best practice activities in the college and in all departments. All the members agreed with the proposal.
- There is a change in the AQAR format from 2021-22. The new format is to be downloaded, changes to be marked and sent to departments as well as criteria heads.
- Directory with contact details of institutions as well as industries for field work, internships and student projects to be prepared and make available to students to promote 100% internships. So departments have to prepare an internship directory and encourage all students to do internships.

Members


- Dr. Sadhna Kesharwani *sb*
- Dr. Vinita Nanda *M*
- Dr. Sudipta Sanyal *Sanyal*
- Dr. Manju Gupta *Manju*
- Dr. Jyoti Jain *dr*
- Dr. Archana Gupta *Ar*
- Smt. Shruti Singh *Singh*
- Smt. Chandrakanta Mourya
- Smt. Aaysha Tahera Khan
- Smt. Rashmi Singrore *Rashmi*
- Mr. Jagdish Sen *Jk*
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- Vanshika (M.Sc I semester Maths)
- Somya Chakrawarty (M.Sc I semester Chemistry) *Somya*

Action taken report

- The various activities as proposed by department of higher education, Govt. of M P from time to time have been attended by faculty and students.
- Faculty members registered as research guide.
- Scholars are awarded Ph.D. degree.
- 28 research papers were published.
- A virtual FDP are organized.


IQAC Coordinator

Internal Quality Assurance Cell
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Principal

PRINCIPAL

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**Govt. M. H. College Of Home Science & Science for Women,
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Date-05/12/2022

IQAC Meeting - 2022-23

Meeting Notice

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




PRINCIPAL
Govt. M.H. College of Home Sc. & S
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IQAC COORDINATOR
Internal Quality Assurance Cell
Govt. M.H. College of H. Sc. & Science
for Women, Jabalpur (M.P.) 482002

Agenda

- Review and Confirmation of the earlier meeting.
- To brief the progress and developments regarding implementation of NEP 2020.
- To discuss the revised guidelines of NAAC for Autonomous colleges.
- To report the preparations for submission of IQA and SSR.
- To review and discuss the SSS of previous year.
- Review of MOUs and collaborations.
- Organization of interaction programme and session for research scholars.
- Constitution of research advisory committee.
- Workshop on choice based credit systems.
- Discussion for the issues of Lab securities.
- Management of plastic waste, e-waste and bio-waste on campus.
- Review of working of Wi-Fi and CCTV surveillance system on campus.
- Procurement of computer and allied accessories.
- Initiative for social work during special events.

Members

- Dr. Sadhna Kesharwani 
- Dr. Vinita Nanda 
- Dr. Sudipta Sanyal 
- Dr. Manju Gupta 
- Dr. Jyoti Jain 
- Dr. Archana Gupta 
- Smt. Shruti Singh 

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

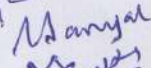
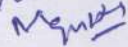
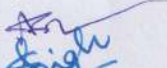

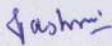


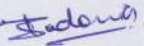
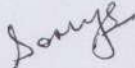
Date: 9 December 2022

Minutes of the meeting

- IQAC coordinator welcomed and read the minutes of the meeting conducted on 20/09/2012. The minutes are reviewed by the members and approved.
- Principal Dr Nandita Sarkar reported that the implementation of NEP- 2020 structure is being carried out successfully as confirmed in the meetings of Academic Council and Governing Body.
- As the Guidelines of NAAC for Autonomous colleges have changed in April 2023, the need for certain strategic changes in overall college administration and academics is stressed by the IQAC coordinator. The changed criterion metrics are discussed and the members were made aware of how these changes may the college performance. The support services NSS, NCC, Sports and Cultural unit were also made aware of the changed aspects of NAAC from these departments.
- Keeping in view the impending NAAC Assessment, all the HoDs and criterion heads are instructed to collect and upload the data of last 5 yrs on the college website. They are provided with required data templates and formats. The Principal underlined the importance of submitting IQA within the deadline.
- One of our member read the report of previous year's student satisfaction survey thoroughly and gave suggestions for improvements. Accordingly, Principal Dr Nandita Sarkar instructed to all members to carry student mentoring effectively.
- As per the need, the IQAC members suggested to establish more MOUs and collaboration for the betterment of the faculty and the students.
- The students of Sciences and Home Science are requested to conduct interactive sessions. IQAC has suggested organizing interaction programs for research scholars.

- As per suggestion from IQAC members conveyed that the faculty level research committee should be established. It will work in coordination with Research Advisory Committee. It will enhance the research activities.
- The IQAC members suggested to all heads of the department to conduct workshops on Choice Based Credit System.
- Internal Quality Assurance cell recommended conducting workshop for support staff on Laboratory equipment, laboratory safety and laboratory maintenance.
- It has been observed that outdated monitors, machines, UPS etc. electronic equipment's are dumped in the departments. So it is recommended to take initiative for e-waste management as well as the biological and hazardous waste management including plastic waste.
- It is discussed and recommended for upgrading the campus to Wi-Fi and also to establish CCTV network for all buildings.
- IQAC members suggested to purchase UPS, computers, Printers, scanners etc. and required software for the departments and the office.
- The IQAC made an appeal to N.C.C. and N.S.S department to be proactive in upcoming special social events for protecting the environment and helping for maintaining the law and order.

Members

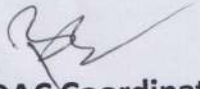
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Action taken report

- Software was updated according to grade, grade points and credit for different subjects.
- E-content was developed by faculty members after being trained.
- Departmental magazines were published holding articles by students.
- Question papers of major/minor/elective subjects comprised of 70 marks each according to NEP, whereas internal exams comprised of 30 marks. All four papers for Foundation Course to be

conducted in objective mode comprising of 50 mark each.

- The IQAC made an appeal to N.C.C. and N.S.S department to be proactive in upcoming special social events for protecting the environment and helping for maintaining the law and order

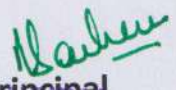


IQAC Coordinator

Co-ordinator

Internal Quality Assurance Cell

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Principal

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for Women, Jabalpur (M.P.)

Govt. M. H. College Of Home Science & Science for Women,
Autonomous, Jabalpur (M P) – 482002



IQAC Meeting - 2022-23

Date-06/03/2023

Meeting Notice

All the members of IQAC are hereby informed that meeting of IQAC will be held in room no. 139 at 3.00 p.m. on 10/03/2023. All the members are requested to be present on time for the same.


IQAC CO-ORDINATOR

Internal Quality Assurance Cell
Govt. M.H. College of H. Sc. & Sci
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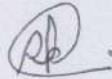
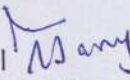



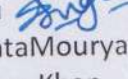
Agenda


PRINCIPAL
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Govt. M.H. College of Home Sc. & Sc.
for Women, Jabalpur (M.P.)

- Review and confirmation of the previous meeting as well as appreciation of the efforts by faculty.
- To prepare the academic calendar for 2023-24
- To conduct a training workshop for documents uploading on website.
- Examination/curriculum reforms according to new/national education policy.
- Strengthening library, ICT infrastructure and maintenance of infrastructure.
- Review of online admission for upcoming academic year.
- Development of e-database for the library.
- Enhancement of Wi-Fi network facility on campus.
- Games and sports are to be conducted to prepare the students for inter collegiate, state and national level competitions.
- To review the work of AQAR 2022-23 and finalize it at earliest.
- To take membership of N-list, e-sodhsindhu and sodhganga.
- To decide on eco-friendly measures to reduce energy consumption along with green initiatives and waste management steps in campus.
- Defining PO, CO and PSO of programme.
- Analysis and preparation of different type of feedback report collected from stakeholders.

Members -

- Dr. Sadhna Kesharwani 
- Dr. Vinita Nanda
- Dr. Sudipta Sanyal 
- Dr. Manju Gupta 
- Dr. Jyoti Jain 
- Dr. Archana Gupta 
- Smt. Shruti Singh 
- Smt. Chandrakanta Mourya
- Smt. Aaysha Tahera Khan

- Smt. RashmiSingrore *Rashmi*
- Mr. JagdishSen (Accountant) *Jagdish*
- Mr. Prashant Pole-Social Worker
- Mr. Ashok Kumar Kapur- Industrialists
- SuchitraBadonia (Alumni) *Suchitra*
- Vanshika (M.Sc I semester Maths)
- SomyaChakrawarty (M.Sc I semester Chemistry) *Somya*

Date – 10 March 2023

Minutes of the meeting

IQAC coordinator welcomed and read the minutes of the meeting conducted on 20/09/2012. The minutes were reviewed by the members and approved.

- The responsibility of preparing the academic calendar for 2023-24 is given to HOD
- Since the preparations for submitting SSR are going on, it was suggested that a workshop should be organized to train the teachers regarding uploading the documents on college website. This workshop will be conducted by IQAC in collaboration with the department of Mathematics and Computer.
- The following issues were discussed:-
 - Pattern of question papers for CCE and main exams to be changed.
 - Examination software to be updated.
 - Reports of projects/internship/field work to be compiled.
 - Timely conduction of exams for UG.
 - Admit cards to be uploaded on the website.
 - E-content development by faculty.
- It is advised to provide additional books and journals in the central library. Further also suggested to pay special attention for maintenance of infrastructure, equipment and other facilities in the campus.
- The issues related with online admission process were discussed in the meeting. As the whole process is governed by dept. of higher education, Govt of M. P. there is no more attention is required but sometimes some modification is required. So this task is assigned to the IQAC coordinator for time to time.
- The IQAC suggested establishing online connectivity with Library for sharing of e-database.
- The IQAC appreciated the efforts of Reliance Jio team for establishing a 5G Wi-Fi
 - Network and also thanked the Reliance-Jio company for providing the services at free of cost.
- Spots related issues are discussed and for better performance of students in inter collegiate, state and

national level competitions, Spots officer is assigned to see this task sincerely.

- The IQAC coordinator reported that the uploading of AQAR 2022-23 is in progress and very soon it will be uploaded to the NAAC website.
- It is brought to the notice of all IQAC members that membership of e-Shodh Singhu
 - Shodhganga is required for faculty and students as e-resources available. Thorough discussion it is decided to take membership of e-shodhSinghu and Shodhganga. This responsibility is given to Librarian for taking membership of e-sodhSinghu and Shodhganga and instructed to submit report to IQAC.
- It is decided to use only LED bulb as well as solar lamp and also discussed to dispose the waste material properly belong from different laboratories. E-waste material should be sold to the company assigned to this work.
- It is decided that as per new guidelines of accrediting bodies like NAAC, there is need of defining COs, POs and PSOs of the program. As IQAC has representation of all stakeholders, IQAC take responsibilities to work for defining of COs, POs and PSOs of the program. This committee is responsible for conducting 3 meetings for defining of Vision, Mission, COs, POs and PSOs of the program and submitting report to Principal.
- It is decided to analyze the feedback collected for the year 2022-23 in March and April 2023 on curriculum from stake holders, student satisfaction survey and performance appraisal of teacher by students and thereafter that analysis report will be submitted to the principal for taking necessary action.

Members

- Dr. Sadhna Kesharwani
- Dr. Vinita Nanda
- Dr. Sudipta Sanyal
- Dr. Manju Gupta
- Dr. Jyoti Jain
- Dr. Archana Gupta
- Smt. Shruti Singh
- Smt. Chandrakanta Mourya
- Smt. Aaysha Tahera Khan - Transferred
- Smt. Rashmi Singrore
- Mr. Jagdish Sen
- Mr. Prashant Pole-Social Worker
- Mr. Ashok Kumar Kapur- Industrialists
- Suchitra Badonia (Alumni)
- Vanshika (M.Sc I semester Maths)
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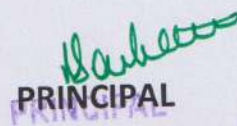
Action taken report

- AQAR 2021-22 is about to be submitted.
- Departmental magazines were published holding articles by students.
- Various skill oriented training programs were conducted throughout the year such as training program on dress making and designing based on evening gowns is conducted.
- A number of workshops/webinars on assimilation, data structures, natural farming, go green initiative, preparation of ecofriendly Ganesh, profile creation in LinkedIn, hardware and networking, khadi apparels, , colour strokes on fabric, theme based designing, exhaust and fueling technology etc. were conducted.
- To analyze and prepare the report of the feedback collected from stakeholders in the academic year 2021-22.
- All departments conducted competitions and other activities following the time table of 'AzadikaAmritMahotsav'.
- A number of training programs for clearing competitive exams were conducted by Vivekananda Career Guidance Cell.
- A virtual FDP on NEW AQAR guidelines is organized.



IQAC COORDINATOR
Co-ordinator

Internal Quality Assurance Cell
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for Women, Jabalpur (M.P.) 482002



PRINCIPAL

Govt. M.H. College of Home Sc. & Sc.
for Women, Jabalpur (M.P.)