



# INTERNAL QUALITY ASSURANCE CELL MEETING MINUTES



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***GOVT. M. H. COLLEGE OF HOME SCIENCE  
AND SCIENCE FOR WOMEN, JABALPUR  
SESSION 2019-20 TO 2023-24***

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

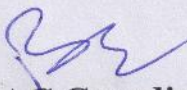


IQAC Meeting - 2023-24

Date:- 07/07/2023

**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 11/07/2023. All the members are requested to be present on time for the same.

  
**IQAC Coordinator**

Co-ordinator

Internal Quality Assurance Cell

Govt. M.H. College of H. Sc. & Scien-

Women, Jabalpur (M.P.) 482002

  
**Principal**

Principal

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

**Agenda**

- Read - out 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 programmes.
- Academic plan.
- To Organize FDP, seminars, workshops and conferences.
- Best practices.
- 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. 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 Chakravarty (M. Sc I semester Chemistry)



**Date: - 11 July 2023**

**Minutes of the meeting: -**

- The coordinator read- out the minutes of last meeting of 2022-23.
- 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
  - Dr. Vinita Nanda
  - Dr. Sudipta Sanyal
  - Dr. Manju Gupta
- Five teachers
  - Dr. Jyoti Jain
  - Dr. Archana Gupta
  - Smt. Shruti Singh
  - Smt. Rashmi Singrore
  - Chandrakanta Mourya
- One member from the Management
  - Mr. Jagdish Sen (Accountant)
- One/two nominees from Society, Alumni and Students
  - Mr. Prashant Pole – Social Worker
  - Suchitra Badonia (Alumni)
  - Vanshika (M. Sc I semester Maths)
  - Somya Chakrabarty (M. Sc I semester Chemistry)
- One/two nominees from Employers/Industrialists/Stakeholders
  - Mr. Ashok Kumar Kapur- Industrialists
- One of the senior teachers as the Coordinator/Director of the IQAC
  - Dr. Binay Kumar Singh
- It was decided to purchase the essential things like papers and others stationary items.
- It was 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 was also decided to start short term courses, certificate courses, add-on courses along with some new programs introduced.
- The basic issues discussed were as follows: -
- Counselling of students regarding new course combinations viz (major, minor, elective and vocational) during admission.
- 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.
- Awareness regarding online courses on Swayam Portal.
- It is decided to organize FDP, seminars, workshops and conferences, online learning opportunities and webinars by each department and by IQAC.
- It was proposed to exercise the best practice activities in the college as well as in all departments relating it to the vision and mission of college.



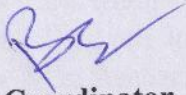
- It was suggested in the meeting for industrial linkages with different companies in view to better placements for students.
- It was decided to give special attention to enhance resources like new journals, Magazines periodicals as well as more numbers of references for library.
- A regular meeting of Alumni should be conducted for 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. Rashmi Singrore
- Mr. Jagdish Sen
- Mr. Prashant Pole-Social Worker
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- Somya Chakravarty (M.Sc I semester Chemistry)

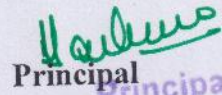
#### Action taken report

- As per NAAC guidelines, IQAC committee was reconstituted.
- Academic calendar is prepared.
- Library resources are updated.
- NEP-2020 is implemented in continuity.



**IQAC Coordinator**  
**Co-ordinator**

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



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



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




IQAC Meeting - 2023-24

Date– 18/09/2023

**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 22/09/2023. All the members are requested to be present on time for the same.

  
IQAC Coordinator

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

**Agenda**

- Confirmation of the minutes of last meeting.
- Promotion of research activities as well as extension activities
- Outcome based education.
- To develop ICT facility for teaching learning as well as e-content development to strengthen digital education.
- Review of results of the departments.
- Preparation of institutional development programme (IDP)

  
Principal

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

**Members –**

- Dr. Sadhna Kesharwani
- Dr. Vinita Nanda
- Dr. Sudipta Sanyal
- Dr. Manju Gupta
- Dr. Jyoti Jain
- Dr. Archana Gupta
- Smt. Shruti Singh
- 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 Chakrabarty (M.Sc I semester Chemistry)



Date- 22 September 2023

## Minutes of the meeting

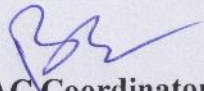
- The coordinator read the minutes of last meeting and the minutes are reviewed and passed by the members.
- It is decided that faculty members will submit proposals for Major-Minor research projects to different funding Agencies during the academic year. The research students are advised to conduct interactive sessions for promotion of research culture. All the faculties are 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 as well as to conduct extension activities through NSS and the departments.
- The placement cell should arrange for 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 brought to the notice to all IQAC members that use of ICT tool is important and so it should be used at faculty level. Therefore it is decided to purchase more LCD projectors. Faculty members are also advised for the active use of lecture capturing facility as well as video editing facility to create more high quality of E- content.
- The review of result analysis of the departments is taken up by the members of IQAC.
- It is decided to prepare IDP and so all stakeholder of college is asked to give their suggestion to prepare final IDP

### Members

- Dr. Sadhna Kesharwani
- Dr. Vinita Nanda
- Dr. Sudipta Sanyal
- Dr. Manju Gupta
- Dr. Jyoti Jain
- Dr. Archana Gupta
- Smt. Shruti Singh
- Smt. Rashmi Singrore
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- Mr. Ashok Kumar Kapur- Industrialists
- Suchitra Badonia (Alumni)
- Vanshika (M. Sc I semester Maths)
- Somya Chakrabarty (M. Sc I semester Chemistry)

### 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.
- Six scholars were awarded Ph.D. degree.
- A virtual FDP on IPR is organized.

  
IQAC Coordinator

  
Principal

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



**Govt. M. H. College of Home Science & Science for Women,**  
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**IQAC Meeting - 2023-24**

**Date– 30/11/2023**

**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 01/12/2023. All the members are requested to be present on the time for the same.

**IQAC COORDINATOR**

Internal Quality Assurance Cell

Govt. M.H. College of H. Sc. & Science

Women, Jabalpur (M.P.) 482002

**PRINCIPAL**

Principal

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

**Agenda**

- Review and Confirmation of the earlier meeting.
- Updating of College Website.
- preparations for submission of IIQA and SSR.
- Review and discuss the SSS of previous year.
- Discussion on revised guidelines of NAAC for Autonomous colleges.
- Review and discussion on SSS of previous year.

**Members -**

- Dr. Sadhna Kesharwani
- Dr. Vinita Nanda
- Dr. Sudipta Sanyal
- Dr. Manju Gupta
- Dr. Jyoti Jain
- Dr. Archana Gupta
- Smt. Shruti Singh
- 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 Chakrabarty (M. Sc I semester Chemistry)



**Date: 1 December 2023**

### **Minutes of the meeting**

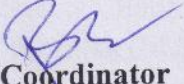
- IQAC coordinator welcomed and read the previous minutes of the meeting conducted.
- The minutes were reviewed by the members and approved.
- Keeping in view the NAAC Assessment, all the HoDs and criterion heads are instructed to collect the data of last 5 years . The principal underlined the importance of submitting IIQA within the deadline.
- The guidelines of NAAC for Autonomous colleges have changed in April 2023 and so 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 are also made aware of the changed aspects of NAAC from these departments
- One of member read the report of previous year's student satisfaction survey thoroughly and gave suggestions for its improvements. Accordingly, our respected Principal instructed to all teacher members to carry student mentoring effectively.

### **Members**

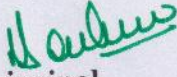
- Dr. Sadhna Kesharwani
- Dr. Vinita Nanda
- Dr. Sudipta Sanyal
- Dr. Manju Gupta
- Dr. Jyoti Jain
- Dr. Archana Gupta
- Smt. Shruti Singh
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- Mr. Ashok Kumar Kapur- Industrialists
- Suchitra Badonia (Alumni)
- Vanshika (M. Sc I semester Maths)
- Somya Chakrabarty (M. Sc I semester Chemistry)

### **Action taken report**

- Preparation of IIQA is started to complete it in due time.
- Mentoring process is continued effectively to make SSS more effective.

  
**IQAC Coordinator**  
**Co-ordinator**

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

  
**Principal**

**Principal**

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



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



IQAC Meeting - 2023-24

Date-22/03/2024

**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 28/03/2024. All the members are requested to be present on time for the same.

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

**Agenda**

- Review and confirmation of the previous meeting as well as appreciation of the efforts by faculty.
- Review of online admission for upcoming academic year.
- Plan for waste of best activity.
- Decision 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. Rashmi Singrore
- Mr. Jagdish Sen (Accountant)
- Mr. Prashant Pole-Social Worker
- Mr. Ashok Kumar Kapur- Industrialists
- Suchitra Badonia (Alumni)
- Vanshika (M.Sc I semester Maths)
- Somya Chakrabarty (M. Sc I semester Chemistry)



## Minutes of the meeting

- IQAC coordinator welcomed and read the minutes of the meeting conducted on 1/12/23. The minutes were reviewed by the members and approved.
- As the admission process is governed by dept. of higher education, there is no more attention is required but sometimes some modification is required. So, this task is assigned to the admission In charge for time to time.
- It is decided to do activity in coming session based on waste of best from different departments.
- It is decided to use only LED bulb as well as solar lamp and 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 can 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 analyse the feedback collected for the year 2023-24 in March and April 2024 on curriculum from stake holders, student satisfaction survey and performance appraisal of teacher by students and many more 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
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- Mr. Jagdish Sen
- Mr. Prashant Pole-Social Worker
- Mr. Ashok Kumar Kapur- Industrialists
- Suchitra Badonia (Alumni)
- Vanshika (M. Sc I semester Maths)
- Somya Chakrabarty (M. Sc I semester Chemistry)

## Action taken report

- Used only LED bulb as well as solar lamp and discussed to dispose the waste material properly belong from different laboratories. E-waste material should be sold to the company assigned to this work.
- CO, PO and PSO are framed by different departments.
- Analysed and prepare the report of the feedback collected from stakeholders of the academic year 2022-23.

  
IQAC COORDINATOR

Co-ordinator

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

  
PRINCIPAL

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



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.)

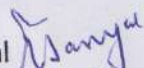
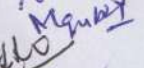


Agenda

- 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) *Badonia*
- 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) *Badonia*
    - 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.



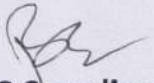
As there is no other issue, the meeting is concluded with the vote of thanks by Coordinator Dr. B. K. Singh.  
Following members are present in the meeting.

### Members

- Dr. Sadhna Kesharwani
- Dr. Vinita Nanda
- Dr. Sudipta Sanyal *Sanyal*
- Dr. Manju Gupta *Manju*
- Dr. Jyoti Jain *Jain*
- Dr. Archana Gupta *Archana*
- Smt. Shruti Singh *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*
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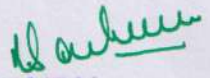
### Action taken report

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

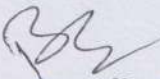


IQAC Meeting - 2022-23

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

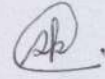
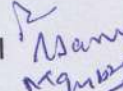
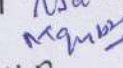

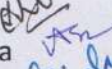

  
Principal  
PRINCIPAL

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.

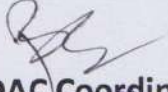
## Members

- Dr. Sadhna Kesharwani *sb*
- Dr. Vinita Nanda *M*
- Dr. Sudipta Sanyal *Sanyal*
- Dr. Manju Gupta *Manju*
- Dr. Jyoti Jain *dhc*
- Dr. Archana Gupta *Ar*
- Smt. Shruti Singh *Singh*
- Smt. Chandrakanta Mourya
- Smt. Aaysha Tahera Khan
- Smt. Rashmi Singrore *Rashmi*
- Mr. Jagdish Sen *Jk*
- 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) *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  
Govt. M.H. College of H. Sc. & Sciences  
for Women, Jabalpur (M.P.) 482002

  
**Principal**

**PRINCIPAL**

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



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



Date-05/12/2022

IQAC Meeting - 2022-23

**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 09/12/2022. All the members are requested to be present on the time for the same.






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

  
**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 



- 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)

**Date: 9 December 2022**



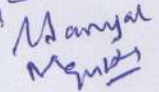
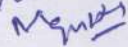
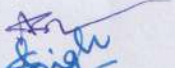
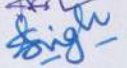
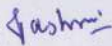


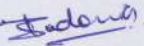
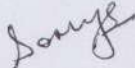
### Minutes of the meeting

- 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

- 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 Singore 
- Mr. Jagdish Sen 
- Mr. Prashant Pole - Social Worker 
- Mr. Ashok Kumar Kapur - Industrialists
- Suchitra Badonia (Alumni) 
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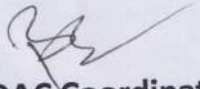
## Action taken report

- 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

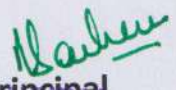


**IQAC Coordinator**

**Co-ordinator**

Internal Quality Assurance Cell

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



**Principal**

Govt. M.H. College of Home Sc. &  
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  
for Women, Jabalpur (M.P.) 482002

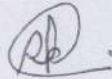
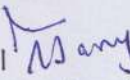



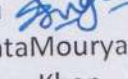
Agenda

  
PRINCIPAL

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)
- Somya Chakrawarty (M.Sc I semester Chemistry)



## 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  
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.)



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



**IQAC Meeting - 2021-22**

Date:-01/07/2021

**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 02/07/2021. All the members are requested to be present on time for the same.



**IQAC Coordinator**



**Principal**

**Agenda**

1. Read - out of the previous meeting.
2. Revising IQAC committee.
3. Purchase requirement of IQAC
4. Student Induction session
5. Start new short term, skill based courses as well as new programme.
6. Preparation for the adoption of National Education Policy 2020
7. Academic plan.
8. To Organize FDP, seminars, workshops and conferences.
9. Best practices.
10. To develop the industrial linkages for placement.
11. Library resources.
12. Discussion on revised format of AQAR.
13. To request the Alumni Coordinator and Head of the Departments to start planning early for the Annual alumni meeting.
14. Any other matters with the permission of the chairperson.

**Members -**

1. Dr. Sadhna Kesharwani
2. Dr. Vinita Nanda
3. Dr. Sudipta Sanyal
4. Dr. Manju Gupta
5. Dr. Jyoti Jain
6. Smt. Shruti Singh
7. Smt. Chandrakanta Mourya
8. Smt. AayshaTahera Khan
9. Mr. Jagdish Sen
10. Shri Yuvraj Garhawal
11. Smt.Roshani Babele
12. Drishti Jain
13. Zainab Fatima
14. Dr. Uma Neb



**Date:-02/07/2021**

**Minutes of the meeting:-**

1. The coordinator read- out the minutes of last meeting of 2020-21.
2. A revised list of IQAC committee framed by principal is approved in meeting which is as follows:-
  - I. Chairperson : Head of the Institution – Dr. Nandita Sarkar
  - II. A few senior administrative officers  
Dr. Sadhna Kesharwani  
Dr. Vinita Nanda  
Dr. SudiptaSanyal
  - III. Five teachers  
Dr. Manju Gupta  
Dr. Jyoti Jain  
Smt. Shruti Singh  
Smt. Chandrakanta Mourya  
Smt. AayshaTahera Khan
  - IV. One member from the Management  
Mr. Jagdish Sen (Accountant)
  - V. One/two nominees from Society, Alumni and Students  
Shri Yuvraj Garhawal  
Smt. Roshani Babele  
Drishti Jain  
Zainab Fatima
  - VI. One/two nominees from Employers/Industrialists/Stakeholders  
Dr. Uma Neb
  - VII. One of the senior teacher as the Coordinator/Director of the IQAC  
Dr. Binay Kumar Singh
3. It was decided to purchase the essential things like scanner, LCD projector with screen, files, pen drive, papers and others stationary items.
4. It was 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.
5. It was also decided to start short term courses, certificate courses, add-on courses along with some new programs introduced.
6. The basic issues discussed were 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.
  - Awareness regarding online courses on Swayam Portal.



7. The 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.
8. It was proposed to exercise the best practice activities in the college as well as in all departments relating it to the vision and mission of college. All members agreed with the proposals.
9. It was suggested in the meeting to create industrial linkages with a number of companies for better placements of students.
10. It was decided to subscribe new journals, Magazines periodicals as well as more numbers of references for library.
11. The revised format of AQAR, introduced by NAAC was adopted.
12. It was proposed that regular meeting of Alumni be conducted and decide 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

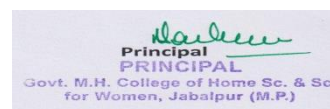
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9. Mr. Jagdish Sen
10. Shri Yuvraj Garhawal
11. Smt. Roshani Babele
12. Drishti Jain
13. Zainab Fatima
14. Dr. Uma Neb

#### Action taken report

1. As per NAAC guidelines, IQAC committee was reconstituted.
2. Academic calendar was prepared.
3. The reference books were purchased.
4. NEP-2020 was implemented.



**IQAC Coordinator**



**Principal**



IQAC Meeting - 2021-22

Date– 8 September 2021

### 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 14/09/2021. All the members are requested to be present on time for the same.



**IQAC Coordinator**



**Principal**

### Agenda

1. Confirmation of the minutes of last meeting.
2. Promotion of research activities as well as extension activities
3. Design placement activities
4. Publication of magazines.
5. Outcome based education and promotion of Indian Culture.
6. Preparation of documentations for NIRF and AISHE.
7. To design various activities to mark the completion of 75 years of independence, “Azadi ka Amrit–Mahotsav “(15 Aug 2021marks the 75 years of independence).
8. To develop ICT facility for teaching learning as well as e-content development to strengthen digital education.
9. Review of results of the departments.
10. Identify the best practices of departments.
11. Collect essentials for new AQAR report.
12. To increase students’ exposure through field trips and industrial visits.

### Members –

1. Dr. Sadhna Kesharwani
2. Dr. Vinita Nanda
3. Dr. Sudipta Sanyal
4. Dr. Manju Gupta
5. Dr. Jyoti Jain
6. Smt. Shruti Singh
7. Smt. Chandrakanta Mourya
8. Smt. Aaysha Tahera Khan
9. Mr. Jagdish Sen (Accountant)
10. Shri Yuvraj Garhawal
11. Smt. Roshani Babele
12. Drishti Jain
13. Zainab Fatima
14. Dr. Uma Neb



**Date– 14 September 2021**

## **Minutes of the meeting**

1. The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members.
2. It was 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 to increase 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 journals, workshop and seminars. To conduct extension activities through NSS and the departments.
3. 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.
4. It is finalized to publish college magazine, departmental magazines, research magazine (Anusandhan), newsletter etc.
5. The basic issues discussed are as follows:-
  - Conduction of various activities under ‘Azadika Amrit Mahotsav’.
  - 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.
  - Start documentation for NIRF and AISHI.
6. It is decided to perform various activities under “Azadi ka Amrut–Mahotsav “by all departments, committee, clubs and forum specially framed for this purpose. The details to be e-mailed to IQAC .
7. It is brought to the notice to all IQAC members that use of ICT tool is important and so it should be used at faculty level. Therefore it was decided to purchase more LCD projectors. Faculty members are also advised for the active use of lecture capture facility as well as video editing facility to create more high quality E-content using this facility.
8. The review of result analysis of the departments is taken up by the members of IQAC.
9. It is decided to exercise the best practice activities in the college and in all departments. All the members agreed with the proposal.
10. 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.
11. 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

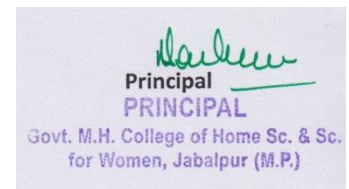
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9. Mr. Jagdish Sen
10. Shri Yuvraj Garhawal
11. Smt. Roshani Babele
12. Drishti Jain
13. Zainab Fatima
14. Dr. Uma Neb

## Action taken report

1. 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.
2. One faculty member registered as research guide.
3. Six scholars were awarded Ph.D. degree.
4. 28 research papers were published.
5. A virtual FDP on IPR was organized.



**IQAC Coordinator**



**Principal**





IQAC Meeting - 2021-22

Date– 9 December 2021

## 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 14/12/2021. All the members are requested to be present on the time for the same.



**IQAC COORDINATOR**



**PRINCIPAL**

### Agenda

1. Review and Confirmation of the earlier meeting.
2. Updating of College Website.
3. To finalize new mechanisms and systems to plan, organize and collect IQAC Data.
4. Review of MOUs and collaborations.
5. Organization of interaction programme and session for research scholars.
6. Constitution of research advisory committee.
7. Workshop on choice based credit systems.
8. Discussion for the issues of Lab securities.
9. Management of plastic waste, e-waste and bio-waste on campus.
10. Review of working of Wi-Fi and CCTV surveillance system on campus.
11. Procurement of computer and allied accessories.
12. Initiative for social work during special events.

### Members -

1. Dr. Sadhna Kesharwani
2. Dr. Vinita Nanda
3. Dr. Sudipta Sanyal
4. Dr. Manju Gupta
5. Dr. Jyoti Jain
6. Smt. Shruti Singh
7. Smt. Chandrakanta Mourya
8. Smt. Aaysha Tahera Khan
9. Mr. Jagdish Sen (Accountant)
10. Shri Yuvraj Garhawal
11. Smt. Roshani Babele
12. Drishti Jain
13. Zainab Fatima
14. Dr. Uma Neb

**Date: 14/12/2021**

### **Minutes of the meeting**

1. IQAC coordinator welcomed and read the minutes of the meeting conducted on 20/09/2012. The minutes were reviewed by the members and approved.
2. As per need of the time and keeping pace with changes in college activities and also reviewing the website of other colleges, IQAC unanimously recommended to update the college website.
3. IQAC has prepared new plans and systems to collect and organize data for AQAR. The pro-forma were discussed and finalized. Action plan has been chalked out to collect, updated information and data regarding the plans, achievements, actions or activities of each and every department of the college required software for the departments and the office.
4. As per the need, the IQAC members suggested to establish more MOUs and collaboration for the betterment of the faculty and the students.
5. The students of Sciences and Home Science are requested to conduct interactive sessions. IQAC has suggested organizing interaction programs for research scholars.
6. 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.
7. The IQAC members suggested to all heads of the department to conduct workshops on Choice Based Credit System.
8. Internal Quality Assurance cell recommended conducting workshop for support staff on Laboratory equipment, laboratory safety and laboratory maintenance.
9. 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.
10. It is discussed and recommended for upgrading the campus to Wi-Fi and also to establish CCTV network for all buildings.
11. IQAC members suggested to purchase UPS, computers, Printers, scanners etc. and required software for the departments and the office.
12. 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

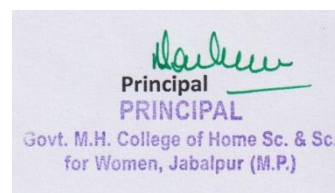
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11. Smt. Roshani Babele
12. Drishti Jain
13. Zainab Fatima
14. Dr. Uma Neb

## Action taken report

1. Software was updated according to grade, grade points and credit for different subjects.
2. E-content was developed by faculty members after being trained.
3. Departmental magazines were published holding articles by students.
4. 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.
5. 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**



**Principal**

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



**IQAC Meeting - 2021-22**

**Date–22 March 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 28 March 2022. All the members are requested to be present on time for the same.



**IQAC COORDINATOR**



**PRINCIPAL**

**Agenda**

1. Review and confirmation of the previous meeting as well as appreciation of the efforts by faculty.
2. Examination/curriculum reforms according to new/national education policy.
3. Strengthening library, ICT infrastructure and maintenance of infrastructure.
4. Review of online admission for upcoming academic year.
5. Development of e-database for the library.
6. Enhancement of Wi-Fi network facility on campus.
7. Games and sports are to be conducted to prepare the students for inter collegiate, state and national level competitions.
8. To review the work of AQAR 2021-22 and finalize it at earliest.
9. To plan waste of best activity.
10. To take membership of N-list, e-sodh sindhu and sodh ganga.
11. To decide on eco-friendly measures to reduce energy consumption along with green initiatives and waste management steps in campus.
12. Defining PO, CO and PSO of programme.
13. Analysis and preparation of different type of feedback report collected from stakeholders.

**Members -**

1. Dr. Sadhna Kesharwani
2. Dr. Vinita Nanda
3. Dr. Sudipta Sanyal
4. Dr. Manju Gupta
5. Dr. Jyoti Jain
6. Smt. Shruti Singh
7. Smt. Chandrakanta Mourya
8. Smt. Aaysha Tahera Khan
9. Mr. Jagdish Sen
10. Shri Yuvraj Garhawal
11. Smt. Roshani Babele
12. Drishti Jain
13. Zainab Fatima
14. Dr. Uma Neb



**Date –28 March 2022**

**Minutes of the meeting**

1. IQAC coordinator welcomed and read the minutes of the meeting conducted on 20/09/2012. The minutes were reviewed by the members and approved.
2. The following issues were discussed:-
  - Pattern of question papers for CCE and main exams to be changed.
  - Examination software to be updated.
  - Examination time table for B.Sc. I<sup>st</sup> Year to be meticulously planned.
  - 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.
3. It is decided and suggested 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.
4. The issues related with online admission process were discussed in the meeting. As the whole process is governed by dept. of higher education, 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.
5. The IQAC suggested establishing online connectivity with Library for sharing of e-database.
6. The IQAC appreciated the efforts of Reliance Jio team for establishing a 4G Wi-Fi Network and also thanked the Reliance-Jio company for providing the services at free of cost.
7. 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.
8. The IQAC coordinator reported that the AQAR 2020-21 has been uploaded to the NAAC website and has been accepted on 15<sup>th</sup> Dec. 2022 and acknowledged the support of IQAC team.
9. It is decided to do activity in coming session based on waste of best from different departments.
10. It is brought to the notice of all IQAC members that membership of e-Shodh Singhu And Shodh ganga is required to enable faculty and students e-resources available related to library. Thorough discussion it is decided to take membership of e-shodh Singhu and Shodh ganga. This responsibility is given to Librarian for taking membership of e-sodh Singhu and Shodh ganga and instructed to submit report to IQAC.
11. 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.
12. 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 can 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.

13. It is decided to analyze the feedback collected for the year 2021-22 in March and April 2022 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**

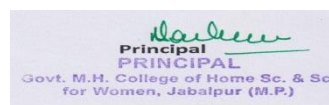
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10. Shri Yuvraj Garhawal
11. Smt. Roshani Babele
12. Drishti Jain
13. Zainab Fatima
14. Dr. Uma Neb

#### **Action taken report**

1. AQAR 2020-21 is submitted.
2. Departmental magazines were published holding articles by students.
3. Various skill oriented training programs were conducted throughout the year such as training program on dress making and designing based on evening gowns was conducted.
4. 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, bandhni technique, colour strokes on fabric, theme based designing, exhaust and fueling technology etc. were conducted.
5. To analyze and prepare the report of the feedback collected from stakeholders in the academic year 2021-22.
6. All departments conducted competitions and other activities following the time table of 'Azadi ka Amrit Mahotsav'.
7. A number of training programs for clearing competitive exams were conducted by Vivekananda Career Guidance Cell.
8. A virtual FDP on NEW AQAR guidelines is organized.



**IQAC COORDINATOR**



**PRINCIPAL**



**Govt. M.H. College of Home Science and Science for Women  
(Autonomous), Jabalpur**

**Minutes of the Meeting of the Internal Quality Assurance Cell  
(IQAC)**

**Session 2020-2021**

A meeting of the IQAC was held on the 25 of June 2020.

The following members were present in the meeting:

- **Chairperson** - Dr. Nandita Sarkar
- **Coordinator**- Dr. B. K. Singh
- **IQAC Members** -
  1. Dr. Smita Pathak
  2. Dr. Vinita Nanda
  3. Dr. Manju Gupta
  4. Dr. Sadhana Kesharwani
  5. Dr. Sudipta Sanyal
  6. Dr. Jyoti Jain
  7. Dr. Chandrakanta Mourya
- **Students** -
  8. Drishti Jain – M.Sc. Chemistry
  9. Zainab Fatima – M.Sc. Mathematics

**Agenda of the meeting –**

- To take all possible precautions and follow the protocol of Covid-19.
- Only very necessary activities to be carried out in the campus.
- All important requirements to be conveyed through website.
- Corona awareness programs.

## **Minutes of the meeting -**

The basic issues discussed were as follows:-

- Due to the spread of pandemic it was unanimously decided that the students should be discouraged to visit the college campus.
- Only genuine and urgent cases to be entertained within the campus others to be refused entrance at the gate.
- Sanitization and thermal screening at all doors was made compulsory.
- Formation of task force for the implementation of Covid -19 guidelines such as compulsory use of mask, social distancing, frequent use of sanitizers, etc.
- Looking into the condition of the pandemic it was decided to postpone the practical as well as theory exam till further notification.
- All the important notifications to be duly published on the website.
- All the departments were instructed to prepare proposals to conduct online activities, awareness programmes, etc.
- To conduct community outreach programs online as well as offline based on corona awareness.

**Outcomes of the meeting** – Corona protocol was strictly followed. All the class rooms, departments, hostel and the entire campus was sanitized from time to time, in collaboration with Nagar Nigam, Jabalpur. The security guards were instructed to restrict the entry of students and other outsiders, unless very urgent. The task force committee was allotted different floors of the building for implementation of Covid-19 norms. Online/ offline corona awareness programs were conducted by NCC, NSS, faculty and office staff.



**Govt. M.H. College of Home Science and Science for Women  
(Autonomous), Jabalpur**

**Minutes of the Meeting of the Internal Quality Assurance Cell  
(IQAC)**

**Session 2020-2021**

A meeting of the IQAC was held on the 26 of August 2020.

The meeting was attended by the following members.

- **Chairperson** - Dr. Nandita Sarkar
- **Coordinator**- Dr. B. K. Singh
- **IQAC Members** -
  1. Dr. Smita Pathak
  2. Dr. Vinita Nanda
  3. Dr. Manju Gupta
  4. Dr. Sadhana Kesharwani
  5. Dr. Sudipta Sanyal
  6. Dr. Jyoti Jain
  7. Dr. Chandrakanta Mourya
  8. Mrs. Ayesha Tahera Khan
- **Students** -
  9. Drishti Jain – M.Sc. Chemistry
  10. Zainab Fatima – M.Sc. Mathematics

**Agenda of the meeting –**

- To prepare WhatsApp groups
- Allotment of teacher guardian for each class
- To prepare college page id on social media
- To prepare time table, and strategy for the conduction of online classes.

## **Minutes of the meeting -**

The basic issues discussed were as follows:-

- To probe into the conditions of the pandemic and make strategies accordingly for the conduction of classes and other activities.
- To procure online links for the conduction of online classes for under graduates and for the post graduate classes the heads were instructed to generate their own links.
- Verification of documents for admissions to be carried out offline, following the corona guidelines.
- EBSB activities to be carried out online.
- Allotment of teacher guardian for each class and make their Whats App group.
- Time table for online classes to be prepared and uploaded on the website.
- Links for classes to be shared with the students through teacher guardian in their WhatsApp groups.
- Video clips and power point presentations for practical and theory classes to be shared with the students.

**Outcomes of the meeting** – Online links were purchased and shared with the UG students.

PG classes were managed with self-generated links.

- Documents for admission were verified offline, following all Covid-19 norms.
- EBSB activities were conducted throughout the year.
- Time table for online classes and other important notifications were uploaded on the website and shared in Whats App groups.
- Video clips and links for Practicals were provided to the students by the respective subject teachers.



**Govt. M.H. College of Home Science and Science for Women  
(Autonomous), Jabalpur**

**Minutes of the Meeting of the Internal Quality Assurance Cell  
(IQAC)**

**Session 2020-2021**

A meeting of the IQAC was held on the 2 December 2020.

The following members were present in the meeting.

- **Chairperson** - Dr. Nandita Sarkar
- **Coordinator**- Dr. B. K. Singh
- **IQAC Members** -
  1. Dr. SmitaPathak
  2. Dr. Vinita Nanda
  3. Dr. Manju Gupta
  4. Dr. Sadhana Kesharwani
  5. Dr. Sudipta Sanyal
  6. Dr. Jyoti Jain
  7. Dr. Chandrakanta Mourya
  8. Mrs. Ayesha Tahera Khan
- **Students** -
  9. Drishti Jain – M.Sc. Chemistry
  10. Zainab Fatima – M.Sc. Mathematics

**Agenda of the meeting –**

- All activities such as teaching, training programs, webinars, remedial classes, research activities, feedback etc. to be carried out online.
- Conduction of Audits

## **Minutes of the meeting -**

- Conduction of green, academic and administrative audit to be carried out.
- Training programmes to be organized for teaching and non-teaching staff.
- Each department to conduct subject specific, as well as other webinars on important topics at National as well as International level.
- Proposals to be prepared for diploma and certificate courses under “Atma Nirbhar Bharat Yojna”.
- Emphasis was laid on enhancement of research activities.
- Each department was directed to apply for major and minor research projects.
- Old furniture are to be replaced by new furniture.
- Counseling of students for career and psychological problems to be conducted.
- Every department to send information regarding departmental activities and personal academic activities to college group, collected through Google form.
- Conduction of online remedial classes.
- Online feedback to be taken from all stakeholders.

## **Outcomes of the meeting –** Audits were conducted as per requirements.

- FDP and other national as well as international webinars were conducted.
- Proposals for certificate and diploma courses were prepared and forwarded to the concerned.
- Faculty members were encouraged to get registered as research guides and apply for research projects.
- New furniture was procured through World Bank scheme.
- Counseling of students was carried out online through teacher guardian.
- Information regarding all activities conducted was provided through Google links.
- Online remedial classes according to timetable were conducted for various subjects.
- Online feedback from students, parents, teachers and alumni were collected and analyzed.



**Govt. M.H. College of Home Science and Science for Women  
(Autonomous), Jabalpur**

**Minutes of the Meeting of the Internal Quality Assurance Cell  
(IQAC)**

**Session 2020-2021**

A meeting of the IQAC was held on the 15 March 2021.

The following members were present in the meeting.

- **Chairperson** - Dr. Nandita Sarkar
- **Coordinator**- Dr. B. K. Singh
- **IQAC Members** -
  1. Dr. Smita Pathak
  2. Dr. Vinita Nanda
  3. Dr. Manju Gupta
  4. Dr. Sadhana Kesharwani
  5. Dr. Sudipta Sanyal
  6. Dr. Jyoti Jain
  7. Dr. Chandrakanta Mourya
  8. Mrs. Ayesha Tahera Khan
- **Students** -
  9. Drishti Jain – M.Sc. Chemistry
  10. Zainab Fatima – M.Sc. Mathematics

**Agenda of the meeting –**

- To conduct activities under EBSB, AtmaNirbhar Bharat and Azadi ka Amrit Mahotasav.
- To provide career opportunities through placement drives and career fair.
- To sign new MOU's with renowned institutes/agencies.
- To introduce new diploma and certificate courses.

## **Minutes of the meeting -**

The following issues were discussed:-

- Activities relating to EBSB were discussed.
- Conduction of departmental activities to be conveyed through the Google form provided.
- Online feedback from students, teachers, parents and alumni to be collected through Google form.
- Registration of students for training under “Atma Nirbhar Bharat” through mentors to be ensured.
- To motivate maximum number of students for participation in career fair in collaboration with The Collector, Jabalpur through teacher guardian.
- Practicals to be conducted in batches following corona guidelines.

## **Outcomes of the meeting –**

Various webinars, departmental activities, co-curricular activities, student satisfaction survey etc. were carried out online during the pandemic.

- All programs under “Atma Nirbhar Bharat” and “ Azadi Ka Amarat Mahotasav” were successfully conducted.
- EBSB club activities were carried out online.
- Career fair and placement drive were organized in which the students participated in large numbers.
- Orientation of students regarding corona vaccination was carried out by teacher guardians.
- Practicals were carried out with about 25% strength.
- MOU’s were signed with
  1. TBONLABLLC: as environmental service company from USA
  2. JNKVV, Jabalpur, M.P.
  3. Department Of Food and Nutrition College of H. Sc. G. B. Pant University of Agriculture and Technology
  4. Narmada Jacksons Grand Heritage Hotel
  5. Choithram Hospital and Research Center, Indore
  6. AIMMS, Delhi



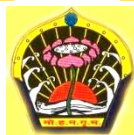
7. Sir Vitthaldas Thackersey College of Home Science, Mumbai
  8. PG Teaching Department of Home Science, Rashtrasant Tukado ji Maharaj Nagpur University
  9. ICMR, NIRTH Jabalpur
  10. NSCB, Medical, Jabalpur
  11. National Career Service Center for Differently Abled Govt. of India , Napier Town, Jabalpur
  12. Vasant Kanya Mahavidhyalaya Kamachi, Varanasi (U.P.)
  13. The Bhor Chemical and Plastic Pvt. Ltd. Ambad Nasik
  14. Nitra (Power Loom Service Center) PLSC Varanasi
  15. SAGE University Indore (M.P.)
  16. Research India LLP Jabalpur
- Diploma Courses i.e. –
    1. Apparel designing and Fashion designing
    2. Bakery products and Patisserie
    3. Mushroom cultivation
  - Certificate Courses i.e. –
    1. Apparel designing
    2. Bakery and Confectionaries
    3. Mushroom cultivation
    4. Vermin composting
-

# **GOVERNMENT M.H.COLLEGE OF HOME SCIENCE AND SCIENCE FOR WOMEN**

NAPIER TOWN JABALPUR 482002

Ph: 0761-4005716, 0761-2407326, Fax: 0761-4005716

Web: [www.gmhcollege.org.in](http://www.gmhcollege.org.in), E-mail : [hegmhhsqgcjab@mp.gov.in](mailto:hegmhhsqgcjab@mp.gov.in)



## **Internal Quality Assurance Cell (IQAC) Session 2019-20**

### **Agenda**

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**Induction programme**

**Subject specific lectures, workshops, National seminar**

**Theme based exhibitions**

**To inculcate moral values among the students**

**To make internships career oriented, Organize career fair**

**Organize community outreach programmes**

**Personality development programmes**

**Important days /weeks celebrations**

**Promote sports activities and self-defense trainings**

**Go green initiatives-To create ecofriendly awareness within the campus through ECO club**

**Educational/Industrial visits**

**Student and faculty exchange activities with paired college of Manipur through EBSB club activity**

**Incorporate alumni initiatives**

**To handle Facebook Page & Twitter ID of the college**

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बैठक

आज दिनांक 19 जून 2019 को अपरान्ह 2:00 बजे प्राचार्य कक्ष में आंतरिक गुणवत्ता प्रकोष्ठ (IQAC) की बैठक में निम्नलिखित प्राध्यापक/ सदस्य उपस्थित रहे -

1. डा. अखिलेश अयाची - संयोजक *AK*
2. डा. डी. एस. गुप्ता - समन्वयक *DSG*
3. डा. रश्मिता पाठक - सदस्य (अनकाश पे)
4. डा. मंजु गुप्ता - " *M Gupta*
5. डा. भावना शर्मा - " *B. Sharma*
6. डा. विजय रवरे - " *V. Ravre*
7. डा. सुदिपा सान्याल - " *Sudipa Sanial*
8. डा. साधना केशरवानी - " *Sadhana Kesharwani*
9. डा. बी. के. सिंह - " *B.K. Singh*
10. डा. विनिता मंदा - " *Vinita Manda*
11. श्री. आर. के. दीक्षित - " *A.K. Dixit*
12. श्री राजकुमार गौतम - " *Rajkumar Gautam*
13. श्रीमती रेशमी बबले - " *Rashmi Babale*
14. कु. नीता सिंह - " *K. Nita Singh*

विशेष आमंत्रित सदस्य

डा. कल्पना गुप्ता

श्री. राजेंद्र मिश्रा *JR*

प्राचार्य महोदय की अध्यक्षता में निम्नलिखित बिंदुओं पर चर्चा की गई-

1. पिछली बैठक के बिंदुओं का वाचन किया गया एवं संबंधित जानकारी प्राप्त की।



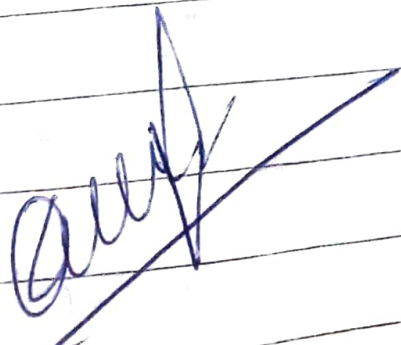
2. छात्राओं द्वारा भर्त्ताये गये फीड बैक का कार्य पूर्ण किया गया इसकी जानकारी दी गई।


3. अत्र 2019.20 में गृहविज्ञान विषय में संबंधित सेमीनार करायें जाने हेतु प्रस्ताव उच्च शिक्षा विभाग को भेजा गया।

4. सभी विभाग प्रतिवर्षानुसार विभागीय गतिविधियों की योजना तैयार करेंगे।

5. महाविद्यालय में प्रथम वर्ष में प्रवेशित नवीन छात्राओं हेतु मैत्री दिवस का आयोजन महाविद्यालय की समस्त समिति एवं उनकी गतिविधियों की जानकारी देने हेतु किया जाना प्रस्तावित है।

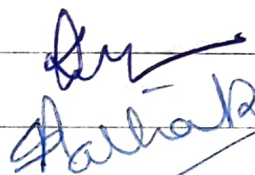
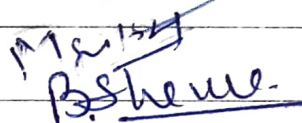


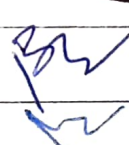
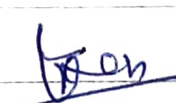


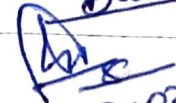
6. नैक टीम की भूमक हेतु महाविद्यालय के सभी IBA सदस्य आवश्यकतानुसार तैयारी करेंगे।



  
29/6/19

बैठक

आज दिनांक १ जुलाई 2019 को अचरान्त  
3:00 बजे ICAC प्रकोष्ठ कक्ष क्रमांक 138 में  
नेक की निरीक्षण से संबंधित आवश्यक बैठक  
आहूत की गई जिसमें निम्नालेखित सदस्य  
उपस्थित रहे-

1. डा. डी.एस. गुप्ता (समन्वयक)
  2. डा. अस्मिता पाठक
  3. डा. मंजु गुप्ता
  4. डा. भावना शर्मा
  5. डा. विजय खरे
  6. डा. सुदिप्ता सान्याल
  7. डा. साधना केशरवानी
  8. डा. बी. के. सिंह
  9. डा. विनिता नंदा
  10. श्री. आर. के. दीक्षित
  11. डा. उमा नेव
  12. श्री. युवराज गढ़वाल
  13. श्रीमती रेशनी बबल
  14. डा. राज कुमार गौतम
-   
  
  
  
  
  
  
  
  
 2.07.19.

कार्यालय प्राचार्य  
शास. मो.ह.गृहविज्ञान एवं विज्ञान महिला महाविद्यालय  
जबलपुर

जबलपुर दिनांक 01.07.2019

## सूचना

दिनांक 04 एवं 05 जुलाई 2019 को नेक टीम द्वारा महाविद्यालय का निरीक्षण किया जा रहा है। इस संबंध में दिनांक 02.07.2019 को दोपहर 03:00 बजे कक्ष क्रमांक 138 में IQAC समिति की बैठक आयोजित की गई है। सभी समिति सदस्यों की उपस्थिति अनिवार्य है।

1. डॉ. डी.एस. गुप्ता *Dr. D.S. Gupta*
2. डॉ. स्मिता पाठक *Dr. Smिता Pathak*
3. डॉ. मंजु गुप्ता *Dr. Manju Gupta*
4. डॉ. भावना शर्मा *Dr. Bhavna Sharma*
5. डॉ. विजय खरे *Dr. Vijay Khare*
6. डॉ. सुदीप्ता सान्याल *Dr. Sudipta Sanjal*
7. डॉ. साधना केशरवानी *Dr. Sadhana Kesharwani*
8. डॉ. बी.के. सिंह *Dr. B.K. Singh*
9. डॉ. विनीता नंदा *Dr. Vinayata Nanda*
10. श्री आर.के. दीक्षित *Shri A.K. Dixit*

*Dr. L. Bhargava*

*Dr. L. Bhargava*  
डॉ. लीला भुलावी  
प्राचार्य  
शास. मो. ह. गृहविज्ञान एवं विज्ञान  
महिला महाविद्यालय, जबलपुर



# बैंक - आंतरिक गुणवत्ता प्रकोष्ठ

आज दि. 30 अगस्त 2019 को 3.00 बजे साधारण कक्ष में आई. व्यू. ए. सी. समिति सदस्यों की एक बैठक आयोजित की गई है। बैठक में निम्न सदस्य उपस्थित रहे।

1. डा. वी. के सिंह - समन्वयक
2. डा. सिमता पाठक - सदस्य Dathak
3. डा. मंजू गुप्ता - " Mangru
4. डा. भावना शर्मा - " Bhavana Sharma 30/8/2019
5. डा. विजय शर्मा - " Vijay Sharma
6. डा. सुधीता सान्याल - " Sanyal
7. डा. साधना केशरवानी - " Kesharwani 30/8/19
8. डा. विनीता नंदा - " Vinita Nanda
9. श्री आर. के हीरान्त - " R. K. Hirant
10. श्रीमती रेश्मी खन्ने - भूतपूर्व छात्र

विशेष आमंत्रित सदस्य - 1 डा. शशीबाला श्रीवास्तव Shashibala Shrivastava 30/8/19

2. डा. अश्विनेश अयाची - Ashwinesh Ayachi
3. डा. डी. एस. गुप्ता - D. S. Gupta
4. डा. वृजलता दुबे - Vrjant Dubey 30.8.19
5. डा. मंजू त्रिवेदी - Mangru Trivedi
6. डा. रश्मि सक्सेना - Rashmi Saxena 30/08/19

## बैंक के बिन्दु

- ① पिछले सत्र में हुई बैंक के बिन्दुओं का वाचन किया गया
- ② सभी विभागाध्यक्षों को यह अनुरोध किया गया कि विभागीय गतिविधियों से संबंधित जानकारी को विभाग में एक IQRAC रजिस्टर में संधारित करें तथा यह जानकारी द्विमासिक बार नीचे प्राथमिक कक्ष में रखा रजिस्टर में अंकित करवाये।
- ③ विभागों द्वारा उपयोगी विषयों पर व्याख्यान / सेमिनार / कृषिक्षाल्पा / ट्रेनिंग प्रोग्राम आयोजित करने को प्रमत्तता दी जावे तथा यह IQRAC के अंतर्गत लगाकर की जावे।
- ④ विभागीय क्लब अपनी समस्त गतिविधियों का वार्षिक कैलेंडर बनाकर प्रतिमाह के अनुसार गतिविधि प्रस्तावित करते हुए इस विवरण को सूचना पटल पर प्रदर्शित करें तथा उसी एक प्रति विभागाध्यक्ष तथा क्लब प्रभारी/हस्तक्षर कर IQRAC प्रकोष्ठ में जमा करें।
- ⑤ उपरोक्त कार्य के पालन प्रतिवेदन सूची तथा हार्ड कॉपी में डा. भाविना वार्मा को पर प्रेषित करें
- ⑥ विभागीय पत्रिका का प्रकाशन प्रति



एक माह जनवरी के पूर्व करने का सहयोग (15 दिसम्बर तक) ताकि संबंधित रिपोर्ट शासन को भेजी जा सके। पत्रिका की एक प्रति IQAC में प्रकोष्ठ प्रभारी के पास जमा करें।

7) NCC, NSS, Sports, युवा उत्सव प्रभारी अपने समस्त गतिविधियों की जानकारी अनिवार्यतः IQAC प्रकोष्ठ में हार्ड एवं साफ्ट कॉपी में डा. भावना शर्मा के पास भेजने का सहयोग करें। रेडक्रास सोसायटी भी अपनी रिपोर्ट देवे व जाजागरकता के कार्य <sup>NCC/NSS</sup> प्रमुखता से करें।

8) परीक्षा प्रकोष्ठ के प्रभारी / नियंत्रक स्नातक एवं स्नातकोत्तर / डिप्लोमा से संबंधित परीक्षा परिणामों की की विवेचना तथा छात्रहित में उनकी संतुष्टि हेतु उठाए गए कदम / actions की जानकारी IQAC प्रभारी के पास प्रतिवर्ष जमा कर देवे ताकि रिकार्ड को समय सीमा में वेबसाइट पर NAR/ अपलोड किया जा सके।

9) नैक मूल्यांकन हेतु रिसर्च कार्य की महत्ता को ध्यान में रखते हुये शोध कार्य कराये, शोध पत्रों का वाचन एवं प्रकाशन करें। प्रकाशन उच्चस्तरीय / यूजीसी सूचीबद्ध / रेफरीड जर्नल में ही कराये।

10) साइटेशन बंडेक्स को नैक में कापी भेदत्व दिया जाता है। अतः अपने शोध पत्रों को गूगल स्कॉलर पर अपलोड



Date 30/01/19

14

No.

करें ताकि Citation/h-index/i-10 index

महाविद्यालय स्तर पर बढ़ सके एवं  
नेक मूल्यांकन में इसका लाभ मिल सके

11. महावि. स्तर पर एक सेमिनार IQAC  
की नीतियां पर किया जाना Oct/Nov 2019  
प्रस्तावित है।

12. Intellectual Property rights पर  
एक सेमिनार आयोजित किया जाना है।

13. प्रत्येक विभाग जिस विषय/टॉपिक  
पर सेमिनार / ट्रेनिंग / वर्कशाप करना  
चाहता है वह व्यौरा देते हुए (संभावित  
तिथि / माह / टॉपिक इत्यादि) जानकारी  
IQAC प्रमुख उमारी को 30 सितंबर  
तक जमा करें।

आरि.व्यू.ए.सी.  
समन्वयक

प्राचार्य

आज दिनांक 04/12/19 को 3.00 बजे IBAE

रूम नं-139 में IBAE समिति सदस्यों की एक बैठक हुई जिसमें NAAC के तैयारी के संबंध में

विद्युता पर चर्चा हुई। इस 07 बुविद्युता की अर्थात् छात्रवृत्ति की समिति अर्थात् म ये अलग-अलग विद्युता के अर्थात् वनाये गये जो निम्नांकित है -

1. पाठ्य-क्रम योजना तथा कार्यान्वयन (Curriculum aspect) - प्रभारी - सु. पा. सुदिपा अनाम आर्य

2. शिक्षण - अधिगम एवं मूल्यांकन (Teaching - Learning and Evaluation) - प्रभारी - डॉ. विमला नंदा

3. अनुसंधान, नवप्रवर्तन और विस्तार (Research, Innovations and Extension) - प्रभारी - डॉ. सायना कुमारवती

4. संरचना एवं अधिगम के साधन (Infrastructure and Learning Resources) - प्रभारी - डॉ. विजय कुमार

5. विद्यार्थी सहायता एवं प्रगत (Student Support and progress) - प्रभारी - डॉ. किष्कि पांडे

6. अभिजावन, नेतृत्व एवं प्रबंधन (Governance, Leadership and Management) - प्रभारी - डॉ. मंजु गुप्ता

7. संस्थागत मूल्य तथा सर्वोत्तम प्रथाएँ (Institutional values and Best practices) - प्रभारी - डॉ. गीतिका शर्मा

उपरोक्त कार्य को सफल रूप से कार्यान्वित करने हेतु यह विचार किया गया कि महाविद्यालय के शक्ति स्रोतों में से अपने स्वनिर्गत एवं विद्यार्थी को प्रेरित करने के लिए संचालित करें।



- 1 B. K. Singh — BS
- 2 (Co-ordinator)
- 3 ~~शैलजा~~ Prof. Manguningsih — mgm
- 4 (Prof. Sadhan Keshwani) — (N)
- 5 Dr. Dr. Vijay Khare — Dr
- 6 Dr. Bhavana Sharma Bsharma
- 7 Dr. Smita Pathak Sathak
- 8 Dr. Sudipta Sanyal Sanyal
- 9 Dr. Vikita Nanda — N
- 10 Sri R. K. Dixit D

04/12/19

(I. A. A. C  
Co-ordinator)

SD  
शैलजा



आज दिनांक 28/12/2019 को दोपहर 12.00 बजे IRAC समन नं. 139 में ~~किसी~~ IRAC समिति सदस्यों की एक बैठक हुई जिसमें डा.जी.तक. NAAC द्वारा ~~प्रस्तुत~~ महाविद्यालय को प्रथम ग्रेड की सिफारिश की गई। ये प्राथमिक ग्रेड निम्नानुसार है -

1) 16/09/2003 — B++ Grade

2) 10/03/2012 — A Grade

3) 15/07/2019 — B+ Grade

प्राथमिक ग्रेड को बेहतर करने हेतु मिडिया में चर्चा की गई है। इसका प्रभावी क्वान्टिफिकेशन के लिए सभी 7 विन्दुओं के प्रमाणीकरण के साथ इसके संबंधित विषयों पर डॉ.क्यू.ए.सी. समन्वयक द्वारा एक प्रजेन्टेशन दी गई। इसे डॉ.क्यू.ए.सी. प्रभावशाली क्वान्टिफिकेशन के लिए सभी 7-विन्दुओं के प्रमाणीकरण के साथ दो-दो-तीन सदस्यों की अध्यक्षता में कर जाया जा रहा होगा। यह सहायता सुनिश्चित करने पर चर्चा की गई। सभी प्राथमिक विन्दुओं के प्रमाणीकरण को अपने कार्य संबंधित विषयों पर विभागीय स्तर पर चर्चा में जाया जा रहा है। जाया कार्य को जारी रखें पर चर्चा की गई। मिडिया में प्राथमिक विन्दु जा डॉ.क्यू.ए.सी. के सहितपूर्ण पहलु हैं। उपर एक कार्यशाला करने हेतु विचार-विमर्श किया गया। इन प्राथमिक विन्दुओं के संबंधित जानकारी आपसे भी साझा करने हेतु कार्यक्षम ग्रुप को पहले के बनाया जा चुका है। को पहला जन पर भी चर्चा हुई। प्राथमिक विन्दुओं के संबंधित प्रमाणीकरण-आपने कार्य का संबंधित जानकारी पर डॉ.क्यू.ए.सी. के सहितपूर्ण प्राथमिक ग्रेड के लिए

चर्चा मिस्ट्री में की गई।

सामान्य वक्ता -

1. प्रो. मजु गुप्ता — Majumdar
2. प्रो. वाद्यना ककरवानी — (Signature)
3. डा. विजय खर — (Signature)
4. डा. भावना शर्मा — Bhewani
5. डा. युकीप्रा यन्त्रालय — Mangal
6. प्रो. रिमदा पाठक — (Signature)
7. डा. विमला तन्हा — (Signature)
8. श्री आर. के. दीक्षित — (Signature)

(Signature)  
डा. ए. ए. ए. जी  
(सामन्वयक)

(Signature)  
प्राचार्य



सिद्धांति

आज दिनांक 18/05/2020 को दोपहर 12:30 बजे IRAC समिति 139 में IRAC समिति बैठक की एक बैठक हुई जिसमें 7-विद्यार्थी के प्रश्नों को साथ एक आलेख सफल को शामिल किया गया है जो निम्नानुसार है -

1. पाठ्यपत्रों पर (Curriculum aspect -

प्रश्नी - डॉ. सुदिता खन्ना -

सफल - श्री ~~मंजू~~ वरुणा -

2. शिक्षण - अधिगम एवं मूल्यांकन (Teaching - Learning and Evaluation) -

प्रश्नी - डॉ. विविता नंदा -

सफल - श्री मनीषा डार्या -

3. अनुसंधान, नवप्रवर्तन और विस्तार (Research Innovations and Extension) -

प्रश्नी - डॉ. स्वाधना केशरवानी -

सफल - आनशा खान -

4. अव्यंशना एवं अधिगम के संसाधन (Infra-structure and Learning Resources) -

प्रश्नी - डॉ. विनय कुमार खरे -

सफल - माधुरी रामटेक -

5. विद्यार्थी सहायता एवं प्रगति (Student Support and progress) -

प्रश्नी - डॉ. हिमंता पाठक -

सफल - पद्मिकाता मोर्चा -

6. आभ्यास, नेतृत्व एवं प्रबंधन (Governance Leadership and Management) -

प्रश्नी - डॉ. मंजू गुप्ता

सफल - श्री विवेक -

7. संस्थागत मूल्य तथा उत्तम प्रथाएँ (Institutional values and best practices)





# GOVERNMENT M.H.COLLEGE OF HOME SCIENCE AND SCIENCE FOR WOMEN

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## Internal Quality Assurance Cell (IQAC)

### Session -2019-20

### Action Taken Report

**Induction programme:** - The session began with Induction Programme for BSc Ist Year and MSc I Semester. It continued for 3 days in which the newly admitted students were given information about the various activities and schemes carried out by the college.

**Subject specific lectures, workshops, National seminar:** -- Each department arranged subject specific lectures, Seminars and workshops by experts.

**Theme based exhibitions:**-- Throughout the year theme based exhibition by different departments were displayed to enhance awareness among the students such as on pollution, water conservation, environment, use of Khadi, POSCO act ,nutrients for various diseases ,garment designing etc.

**To inculcate moral values among the students:** - Exhibition of quotations, thought for the day, lectures, “Sarve Dharma Sabha” etc. were organized to boost moral values.

**To make internships career oriented, Organize career fair:**--- Internships were made career oriented Regional level career fair was organized in which students displayed and sold self-made articles ,35 companies offering placement also visited.

**Organize community outreach programmes:** ---- All departments conducted subject specific community outreach programs in “Narmada Gau Kumbh” visit to Aganbadi, Old age homes, rehabilitation centers etc. was also done by the students.

**Personality development programmes:** ----To groom overall personality of the students the personality development cell organized several programmes.

**Important days /weeks celebrations:---**To create awareness and work accordingly important days and weeks were celebrated throughout the session e.g. – World Cancer Day, AIDS Day, Women’s Day, Yoga Day, Human Right Day, Girl Child Day, Breast Feeding week ,Nutrition Week, Environmental fortnight etc.

**Promote sports activities and self-defense trainings:** -- Students were given coaching for indoor as well as outdoor sports and promoted participation at different levels. Self-defense and Marshal Arts training was given to students which was displayed on annual sports day.

**Go green initiatives-To create ecofriendly awareness within the campus through ECO club:** ---- To promote ecofriendly practices various activities such as plantation, cleanliness drive, awareness through posters & Slogans, Workshop on best out of waste, ecofriendly Ganesha, Regional level workshop on Beating of Plastic was conducted.

**Educational/Industrial visits:** --- Educational visits to Industries, institutes were done by the students.

**Student and faculty exchange activities with paired college of Manipur through EBSB club activity:---** Interactions of students and faculty of pied college, of Manipur through what’s app. Cultural Exchange programme such as Dance ,Dress , Dishes, Flora and Fauna documentaries etc. was carried out.

**Incorporate alumni initiatives:** -----Alumni interactions with the students on different occasion such as international Women’s Day celebration, EBSB activities, Career fair etc.

**To handle Facebook Page & Twitter ID of the college:** ---- Different activities conducted in the college were published on Social Sites such as Facebook Page & Twitter.