

**GOVT.E.V.P.G COLLEGE KORBA**  
**Internal Quality Assurance Cell (IQAC)**  
**Minutes of the IQAC Fourth Meeting**  
**Session (2020-2021)**

DATE: 15 MARCH 2021

TIME: 3:30 PM

VENUE: IQAC ROOM

**MEMBER PRESENT**

Members of the Internal Quality Assurance Cell (IQAC) of Govt. E.V.P.G. Korba (2020)

S.No.	NAME OF PROFESORS/ASSISTANT PROFESSORS/OTHER MEMBER	DESIGNATION
1.	Dr. B.L. Sai	Assistant Professor, NSS Coorinator
2.	Dr. Purnima Sahu	Assistant Professor, Alumni Coordinator
3.	Mrs. Amola Korram	Assistant Professor, Red Cross Coordinator
4.	Dr. Avantika Kaushil	Assistant Professor, Career Guidance
5.	Dr. Sandeep Shukla	Assistant Professor, RUSA Coordinator
6	Mr. Balram Kurrey	Assistant Professor, SVEEP Coordinator
7:	Miss Jyoti Rathore	Assistant Professor, IQAC Co-Coordinator
8	Mr. R.K. Mourya	Assistant Professor, NAAC Co-Coordinator
9	Mr. Sushil Gupta	Assistant Professor
10	Mr. Sushil Kumar Agrawal	Assistant Professor, Panchmukhi Coordinator
11	Miss Kalpana Kanwar	Assistant Professor
12	Mr. Rajkumar Rathore	Assistant Professor, HOD Computer Department
13	Mr. K.S.Kanwar	Assistant Professor, Library Incharge
14	Mr. S.S. Tiwari	Assistant Professor, HOD of Physics
15	Dr. B.S. Rao	Sports Officer

AGENDA 1: Collection of Annual reports of committees, feedback analysis and verification of departmental documentation

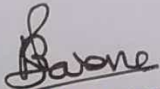
AGENDA 2: Analysis of academic and eco audit

AGENDA 3: Student satisfaction survey to be conduct

AGENDA 4: Discussion on Website updation

AGENDA 5: Report of annual activity by IQAC coordinator

AGENDA 6: Any other with the permission of the chair

  
**PRINCIPAL,**  
**GOVT. ENGINEER VISHWESARRAIYA**  
**P. G. COLLEGE, KORBA (C. G.)**



## Points discussed and recommendation made

### General

1. Dr. R.K. Saxena, Principal has welcomed all the members and congratulated the faculty who has contributed in the successful conduct of end Semester Examinations in online mode.
2. The Principal has narrated the overall vision of the college in the post accreditation period and also emphasized the necessary steps taken to improvise the grade in the NAAC Accreditation process.
3. Then Principal has requested Coordinator, IQAC to present the agenda one by one along with supporting details for discussion.
4. Dr. Sanjay Kumar Yadav, Coordinator, IQAC, has presented the data, details and submission towards every agenda.

AGENDA 1: Collection of Annual reports of committees, feedback analysis and verification of departmental documentation

- Departmental and committee reports to be submitted
- Feedback should be taken by students about the college, about the course and teachers appraisal.
- Feedback should also been taken by Alumnae and parents.
- After collection of feedback it should be analyzed and action should be also taken.
- Feedback forms to be filled form from UG and PG students and submitted to IQAC for review and analysis within one week.
- Annual reports of all committees will be collected.
- Departmental documentation to be submitted and will be verify by IQAC committee

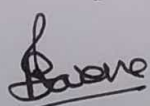
AGENDA 2: Analysis of Academic and eco audit

Eco audit coordinator reported that survey has been done by students of eco-club cell with teachers as guides. The incharge of academic audit committee put forward the academic of the departments and the committees.

AGENDA 3: Student satisfaction survey to be conduct

After the completion of syllabus it has been decided to conduct student satisfaction survey. Mr. Rajkumar Rathore informed to IQAC committee about the questions to be asked through Google form.

AGENDA 4: Review of updated website: The remolled college website was presented by the Programmer of the website to Principal and other members provided inputs on visual, links and pages.



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to be included. Resolved to authorize IQAC Coordinator and members to work with Computer programmer on updating facts and figures in the website so as to align the same with the SSR for accreditation.

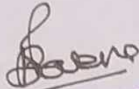
AGENDA 5: Report of annual activity by IQAC coordinator:

Dr. Sanjay Kumar Yadav, present annual report to Principal and all committee members

- A) Series of webinar and online quiz were conducted in this session.
- B) All the teachers have prepared video lectures of related subjected and also registered in cg.school.in Government initiative "education to your doorstep" to study at home during lockdown in covid-19 pandemic condition.
- C) Considering the pandemic situation three online certificate courses has been conducted in English, Hindi and soft skill.
- D) The present pandemic situation insists the departments to move from conventional teaching mode to online teaching learning process our teachers have successfully completed syllabus by adopting online teaching learning process.
- E) Youth Red Cross arrange COVID-19 test for teachers and students and students of NSS successfully completed 15 days training on First Aid in Shristi Medical Hospital.
- F) He conveyed the members about the installation of open gymnasium.
- G) Newsletter Mirror and Darpan were published.
- H) All the teachers have attended international, National and State level webinar of their respective subject with interdisciplinary topic also and some teachers have express their views on webinar as a resource person also.

AGENDA 6: Any other with the permission of the chair

Dr. Avantika Kaushil said that we should appreciate hard work and dedication of our employees by honours them on 15<sup>th</sup> August and 26 January.

  
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