

## NOTICE MEETING 29.6.17.

A meeting of all the members of IQAC was held in the Staff Room at 3 PM. The following points are on the agenda.

1. Review of the earlier meeting.
2. IQAC Report for 2016-17.
3. Action Plan.
4. Internal Task Distribution.
5. Any others with due consent of the Principal.

The following

Base

GOV. ENGINEERING COLLEGE SARAIYA  
P.G. COLLEGE KORBA (C.G.)

Pundlik

IQAC

Coordinator

IQAC Co-ordinator,  
Govt. E.V.P.G. College,  
KORBA (C.G.)

The following members were present

1. Dr. Smt. K. Rai K Rai
2. Dr. P. K. Mehta Panly
3. Smt. P. Pundlik Pundlik
4. Dr. Smt. C. Base -
5. Dr. V. Dubey -
6. Dr. S. K. Goshil @S.K.G.
7. Dr. B. S. Rao B.S.Rao
8. Dr. S. K. Yadav S.K.Yadav
9. Smt. R. Saha R.Saha



## MINUTES

S.No	AGENDA	REMARKS
01	Review of the earlier meeting.	Minutes of the earlier meeting were read and decisions were approved and implemented.
02	Report of activities of IQAC - 2016-17.	Approved
03	Planning for academic and other activities for the session 2017-18. <u>ACADEMIC:</u>	
	1) Action plan of IQAC. (Enclosure 01). (Approved)	To be prepared, approved by the Principal and submitted to IQAC by 15.7.17.
	2) Action plan of all the departments, various committees, NCC, NSS, YRCS, SVEEP, Activity Clubs, Sports, to be submitted.	To be submitted as discussed above.
	4. Proposal by IQAC for formation of additional internal committees and in keeping with the Peer Team Recommendations, to include students also - आश्रित संस्था - Consultancy cell - Creativity Club - Multi lingual Club	Approved.



5. Extension of external members of IQAC  
In order to provide special benefits for the overall development of the students IQAC proposed to include new members from local PSUs, legal and medical fields, sports, academicians, IT personnel, from District administration, NAOs and Employment and Placement officers as special invitees for the meetings.
6. Recommendations of Dept of Higher Edu as received during video conferencing on 5.6.17  
Proposal to implement the following
  - To add one extra period for cleanliness in the College Timetable for campus cleaning.
  - To organize library activities every fortnight.
  - To organize cultural activities after every three months.
  - To add new books for competitive exams in the college library.
7. For effective communications with student and academic details for sharing;  
creation of W. app groups for PA Seminars, Activity Clubs, Department, Scholarships Parents meeting.
8. To strictly monitor the attendance of students, their internal exams, seminars, assignments PPTs for PA students.
9. To follow the instructional action plans of the departments and committees and the Academic Calendar.

## REMARKS

Proposal approved. The following names were proposed:

1. Shri Dicsou Masih - NAO.
2. Shri Barle - Labour Welfare Officer, CSEB
3. Shri Soud Kumar - NTPC.
4. Shri Khande - Employment Officer.
5. Shri Shailash Upadhyay - Sports.
6. Shri - Balco.
7. Shri. V. K. Toram - SECL.
8. Dr. Smt. Sajni Pandey - Medical.
9. Shri Vijay Ku. Bapul - NTPC.

- Included

- Approved

- APPROVED.

- Approved.

- APPROVED.

- APPROVED.

- APPROVED.



S: NO

AGENDA

10. To increase use of smart class among teachers and to show two lectures per week in their timetable.
11. Attach printed copy of syllabus in the daily diary and include activities of committees and other duties also in the diary.
12. To ensure that all the teachers submit reports of their departments, associations, committees and other activities to the Principal and IQAC.
13. As per Peer Team Recommendations more proposals for setting up of Research Centres in other subjects to be sent.
14. As per Peer Team Recommendations more proposals for seminars and MRPs to be sent to VAC and C.A. Cell.
15. All teachers to prepare result analysis year, class, division, gender and category wise. It was also decided to prepare feed back analysis and make changes in the forms as required.
16. To monitor the commencement of regular classes for BA, B.Sc, B.Com 1 year from 01.07.2017.
17. To adhere to admission rules and refer any queries to the Core committee or Principal but never to discuss in front of students.

REMARKS

APPROVED

APPROVED

APPROVED

APPROVED

APPROVED

APPROVED

CLASSES COMMENCED

APPROVED

APPROVED



S.No.

AGENDA

18. To inform the students to use their library no dues card as their temporary I-card.
19. To make changes in the format of EL and CL register in the office.
20. To recommend all class four employees to wear their uniform daily so that they may be easily identified by the students.
21. To prepare the departments for the forthcoming Autonomous team visit.
22. To ensure proper distribution of annual magazine 'Urja'.
23. To recommend use of Biometric system for all from 01.7.2017.
24. To follow the rules strictly for scrutiny and appointment of teachers in self-finance and guest lecturers.
25. To create separate e-mail ids for IPAC and for posting reports and photos of all institutional activities by the teachers.
26. To create an official Facebook page of the college.
27. To instruct all the departments to strengthen their alumni and collect their job details in order to improve Placement Cell position (as per Peer Team Report)

REMARKS:

APPROVED

APPROVED

APPROVED

PREPARATIONS IN PROCESS.

APPROVED

APPROVED

APPROVED

for IQAC - iqacgevpg@gmail.com  
for media - gevpgmedia@gmail.com  
reports

DONE

APPROVED



S.No

## AGENDA

28. To organise short term programmes of TISS, EDP, B.Voc, CITCON and others related to skill development.
29. An important and valuable suggestion from the Principal to analyse the NANC score card, identify the weak points, and create a special team with IQAC members to improve and strengthen these areas.

### OTHERS:

30. To plan the rearrangement of rooms in the college and begin work with professional help on the creation of the MASTER PLAN of the college.
31. To ensure the proper handing and taking over of the charge of various committees by teachers with written documentation.
32. Renewal of old MOUs and creating new ones as required.
33. To strengthen the weak points in Best Practices with help from members of IQAC.
34. To identify and trace the growth of SC/ST students / girls for the past 3 years and prepare a report showing their growth, achievements and current status.

REMARKS

APPROVED

APPROVED

APPROVED

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APPROVED

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APPROVED



4. Internal work distribution of IQAC (Enclosure 12)

05 Other points with the consent of the Principal:  
 - Smt. S. Pundlik, coordinator IQAC, shared her experiences of her visit to K.U for a meeting of the Academic Council wherein respected VC. Dr. G.D. Sharma praised the effective leadership of the Principal Dr. P.K. Saxena for motivating Dr. P.K. Mahila (Maths) in the creation of Smart Class in the college and its impact upon the Peer Team.

- It was decided to submit all the above points to the Principal for approval in the Staff Council meeting and their implementation.

- Proposal by IQAC to distribute pamphlets related to Anti-Ragging, Mahila Uthfidan and Eco club to increase awareness among the students.

- As per Peer Team Recommendations, Smt. P. Pundlik, IQAC Coordinator suggested including students in various committees and activities as well as including Senior staff members in internal committees of the college as Special Invites and Subject experts.

The decisions approved by the respected members of IQAC to be communicated to all the staff members for their proper implementation.

REMARKS.

APPROVED

Appreciated by all the members.

Approved.

Approved.

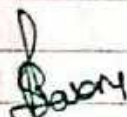
Approved.



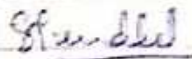
NOTICE - MEETING: 6.9.2017.

A meeting of all the members of IQAC to be held in the Principal's office on 6.9.2017 at 4 pm. The following points are on the agenda.



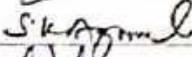

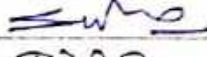
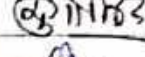


- Review of the earlier meeting.
- Induction Meeting.
- Smartdroom timetable.
- Workshop on <sup>Prevention of</sup> Snake bite & its management.
- Proposal for formation of student team for cultural activities.
- Casual admission.
- Central Register.
- Any other with due consent of the Principal.

  
Principal.

GOVT. ENGINEER, JARRAIYA  
P.G. COLLEGE, KORBA (C.G.)

  
IQAC Coordinator,  
Govt. E.P.G. College,  
KORBA (C.G.)

The following members were present:

1. Kalpana Rai - 
2. Sr. Pratik Pundlik 
3. Jitil Kumar Agni 
4. Dr. Sandeep Shukla - 
5. Dr. Sanjay Yadav 
6. Dr. S.K. Gohril 
7. Dr. B.L. Sai 
8. Smt. R. Sinha 

S.No	Agenda.	Decisions / Remarks
1.	Review of the earlier meeting.	Minutes were read and approved. Welcome of the new members in IQAC.
2.	Induction meeting for fresh.	Proposed for 23 Sept, 2017. and inviting parents and PPT, distribution of pamphlets.



No.	Agenda	Decisions / Remarks
		related to Ragging, Sexual Harassment of women.
3.	Smart class room timetable.	Reviewed the existing.
4.	Proposal for Awareness Prog on Snake bite and its management.	Approved for 9 <sup>th</sup> Sept 2017 with doctors from Dist Hospital and Shri A. Yadav, snake catcher.
5.	Formation of Student team for cultural and other activities.	To identify the talent and form the team and felicitate their efforts with Certificate of appreciation during the Annual Function.
6.	Casual Admissions.	Formation of committee - Dr. B. L. Sai, Dr. A. Kaushik, Shri. R. A. Huntley. Last date tentatively till 3 <sup>rd</sup> Sept.
7.	Central Register.	Approved and to begin entries in it of all the activities organized in the college.
8.	Academics	<ul style="list-style-type: none"> <li>To motivate students for 100% attendance.</li> <li>To increase student role in 'Uroja' magazine publish.</li> <li>Distribution of certificates &amp; prizes (dictionary) for student with highest percentage in all subjects in UA and Ph.</li> <li>Initial documentation for AQAR.</li> </ul>
9.	Proposal by IQAC to collect reports and photos of all activities.	It was decided that all the committees and HODs will submit their reports and photos to IQAC thro' the Central Register.



NOTICE: MEETING - 15.9.17

A meeting of all the members of DEAC to be held on 15.9.17 in the Principal's office on 15.9.17 at 4 pm. The following points are on the agenda:

- Workshop for PG students related to Research Methodology.
- Academic <sup>and other</sup> activity for UG students.
- To identify students with flair for photography by conducting competition.
- To identify students with computer skills.
- Beautification of front elevation with Ex-Vis Statue. (proposal).
- Any other with due consent of the Principal.

Saxena  
Principal.

Shundil  
DEAC  
Coordinator.

The following members were present:

1. Dr. Smt. K. Rai - KR
2. Smt. P. Pundlik - PP
3. Shri. Shashid Agrawal - SA
4. Dr. Sandeep Shukla -
5. Dr. Sanjay Yadav - SY
6. Dr. B.K. Arshid - BA
7. Smt. R. Saha -

S.No.	Agenda	Decisions / Remarks.
1.	Proposal for workshop for PG student related to Research Methodology.	<ul style="list-style-type: none"> <li>• Proposed to conduct it in second week of Oct 2017.</li> <li>• To involve all PG Heads.</li> <li>• To invite Resource Persons and Guest Speakers.</li> <li>• To conduct a seminar in Nov related to the above.</li> </ul>



Agenda	Decisions / Remarks
	<p>programme's outcomes.</p> <ul style="list-style-type: none"> <li>To include the following teachers to guide for paper presentation: <u>Science</u>: Dr. V. Dubey, Dr. S. Shukla. <u>Arts</u>: Dr. Dinesh Shrivastava Dr. Sanjay Yadav. <u>Commerce</u>: Dr. P. Sahu. Dr. S. K. Gohil.</li> </ul>
2. Academic activities for U.A. students (final)	<ul style="list-style-type: none"> <li>Group discussion for all</li> <li>Science exhibition for B.Sc III. Theme based.</li> <li>Craft exhibition for Arts and Commerce.</li> <li>Poster presentations.</li> <li>To invite themes from all Professors.</li> </ul>
3. Select students for photography skills.	<ul style="list-style-type: none"> <li>To organize a photography contest and identify talent, offer free training for a week and appoint as official photographers for college events. To get undertaking from students for providing free services after classes.</li> </ul>
4. Selection of students with Computer skills.	<ul style="list-style-type: none"> <li>Invite students with details. Identify talent and give certificates of appreciation for their free services after classes.</li> </ul>
5. Proposal for name plate and focus light for front elevation Jai Principal.	<ul style="list-style-type: none"> <li>Approved.</li> </ul> <p style="text-align: right;">Sudhakar SAC Coordinator</p>



NOTICE MEETING 20.09.2017

A meeting of the Student Union Incharge, Student Union, Anushasan Samiti and IQAC is to be held in the IQAC room at 12.30 PM. The following points are the agenda.

1. General orientation of the office bearers.
2. Regarding preparation of the Register.
3. Regarding conveying of all the information related to the activities of the Student Union to the Prog-in-charge.
4. Any other with the consent of the Principal.

~~K. K. K.~~  
20.9.17  
Principal

Shundil  
IQAC Co-ordinator  
Govt. E.V.P.G. College,  
KORBA (C. G.)

The following members were present

1. ~~Prakash~~ - Smt. P. Pundlik.
2. ~~Pandey~~ - Akanksha Pandey
3. ~~...~~ 2019
4. ~~...~~ Kiran Yadav
5. ~~Sambhumi~~ Sambhumi Singh
6. ~~Sadhna Khare~~ - ~~skhan~~

S.No	AGENDA	Decisions / Remarks
1.	General orientation of the office bearers.	The office-bearers were briefed about the general rules and code of conduct expected of them in the college.



# AGENDA

# Decisions / Remarks

Regarding the preparation of the Register

Others

- They were asked to be in contact with Dr. V. Dubey, Prof-in-charge and seek his help and guidance for any grievance or problem before approaching higher authorities.
- This was in reference to the written memo submitted by the President to the respected Dist. Coll. Korba.
- The students were shown the Register maintained by the earlier office-bearers and asked to prepare the same.
- Students were requested to assist in maintaining discipline and decorum in the college campus.
- They were also asked to monitor the entry of students into the college building only with I-cards.
- All the teachers present assumed them of total support and guidance.
- In turn the students also promised to assist the teachers in maintaining discipline and actively participating in all the activities of the college.

gkRao  
Principal

Spandil  
I O A C  
IOAC Co-ordinator,  
Govt. E.V.P.G. College,  
KORBA (C. G.)



NOTICE MEETING, 27.9.17.

A meeting of all the staff members to be held in the Staffroom at 3.30 pm on 27.9.17.

The following points are on the agenda.

- To discuss the framework of organizing a Two Day Awareness Workshop on research oriented / methodology.
- Others

Principal:

The following members were present

Burdil  
IOAC Co-ordinator,  
Govt. P.G. College,  
KORE

1. DR. R. B. Sharma Sharma
2. Dr. Sachin Kumar Kumar
3. Smt Amola Kulkarni Kulkarni
4. Smt. K. Babal Babal
5. Dr. Purnima Sahur Sahur
6. Smt. Ritu Sinha Sinha
7. Dr. M. S. Gaur Gaur
8. Smt. S. K. Singh Singh
9. Burdil K. Gupta Gupta
10. Dr. Sandhya Yadav Yadav
11. Mr. Sandeep Shukla Shukla
12. P. K. Mousya Mousya
- (13.) DR. DINESH SRIWASH Sriwashi
14. R. G. Kulkarni Kulkarni
15. Dr. B. L. Sai Sai
16. Dr. S. K. Gohil Gohil
17. Smt. P. Pundlik Pundlik
18. Smt A. Shrivastava Shrivastava
19. Smt K. Anand Anand
20. Dr. A. Kauria Kauria



## Agenda

To discuss the framework of the Two Day Awareness Workshop on Research Methodology.

## Decision

- It was decided tentatively to conduct the workshop on 9 and 10 Oct 2017.
- To have one Inaugural session with Resp. V.C. Sri as the Chief Guest.
- Technical sessions to be held faculty wise.
- Valedictory session with Resp. Registrar Shri CH. I. Panda.
- Suggestions for titles invited.
- Names of resource persons in Arts, Commerce and Science also suggested.
- Registration fees of Rs. 100 for P.G. students and Rs. 200. for regular professor.
- Ambedkar Hall of the college was decided as the venue.
- It was decided to form various internal committees for the smooth implementation of the entire workshop.
- These tentative details to be finalized with the Principal.

g/k/Pr  
Principal.

Prandee  
IQAC Co-ordinator,  
Govt. E.V.R.G. College,  
KORBA (C. G.)



NOTICE . 12.12.2017.

A meeting of all the members of IQAC is to be held in the Principal's room at 4pm on 12/12/2017.

The following points are on the agenda:

- Preparation and submission of AQAR.
- To get new curtains for the Hall.
- To prepare and distribute feedback forms.
- Work distribution of IQAC (review)
- Proposal by IQAC related to utilizing funds generated during Anand Mela (proposed).
- Any others with the consent of the Principal.

*[Signature]*  
Principal

OVT. ENGINEER VISHWESARRAIYA  
P. G. COLLEGE, KORBA (C. G.)

*[Signature]*  
IQAC Co-ordinator,  
Govt. E.V.P.G. College,  
KORBA (C. G.)

The following members were present:

1. Smt. P. Pundlik *[Signature]*
2. Smt. K. Rai *[Signature]*
3. Dr. Purvima Sahu *[Signature]*
4. Smt. Ritu Sinha *[Signature]*
5. Dr. Vandana *[Signature]*
6. Dr. B.L. Sai *[Signature]*
7. Dr. Sanjay Yadav *[Signature]*
8. Sushil Kumar Gupta *[Signature]*
9. Dr. S.K. Gohri *[Signature]*

The minutes of the meeting held on 12.12.17 at 4 pm in the Principal's room are as follows. The main points on the agenda were

- Preparation for submission of AQAR.
- Preparation and distribution of feedback forms.
- New curtains for Hall.
- Work distribution of IQAC.
- Proposal by IQAC related to funds during Anand Mela.



S.No	AGENDA	DECISIONS
1.	Preparation for submission of AQAR.	<p>It was decided that AQAR 2017-18 to be sent by June to be completed tentatively by 30<sup>th</sup> April.</p> <p>As per the requirements of A work distribution is as follows</p> <ul style="list-style-type: none"> <li>• Academic documentation - <ul style="list-style-type: none"> <li>Dr. Smt. K. Rai</li> <li>Dr. B. L. Sai</li> <li>Smt. R. Sinha</li> </ul> </li> <li>• Preparation, distribution, analysis of feed back forms - <ul style="list-style-type: none"> <li>- Dr. V. Dubey</li> <li>Dr. P. Sahu</li> <li>Dr. S. K. Gobhil</li> <li>Dr. S. K. Yadav</li> <li>Shri. R. A. Khunte</li> <li>Shri. Sushil Agrawal</li> <li>Shri Sushil Gupta</li> </ul> </li> <li>• Newsletter - Smt. S. Pundlik <ul style="list-style-type: none"> <li>Shri. S. Agrawal</li> <li>Smt. R. Sinha</li> </ul> </li> <li>• One day workshops - Smt. P. Pundlik <ul style="list-style-type: none"> <li>Smt. S. Pundlik</li> </ul> </li> <li>• Preparation of AQAR - <ul style="list-style-type: none"> <li>Smt. P. Pundlik</li> <li>Dr. V. Dubey</li> <li>Dr. S. K. Gobhil</li> <li>Dr. B. L. Sai</li> <li>Dr. S. K. Yadav</li> <li>Dr. P. Sahu</li> <li>Dr. A. Kaushil</li> <li>Dr. B. S. Rao</li> <li>Dr. Sandeep Shukla</li> </ul> </li> </ul>



No	AGENDA	DECISIONS.
		<p>It was decided that the data collection be done tentatively by April 15, 2018.</p> <ul style="list-style-type: none"> <li>In order to collect data from the office an application to Principal for the same to be submitted as per the requirements.</li> <li>It was suggested to include Shri. K. S. Kanwar AGR I as special invitee for every meeting of IQAC henceforth.</li> </ul>
2.	Regarding distribution of newsletter MIRROR.	<ul style="list-style-type: none"> <li>It was decided to send copies of MIRROR to VC sir, RV and Pro VC sir Univ of Meghalaya and request their newsletter and suggestions for our improvement of MIRROR.</li> <li>Black and white copies of MIRROR to be distributed to all the depts. Coloured copy to Library and to special guests.</li> </ul>
3.	Preparation, distribution and analysis of feedback forms.	<ul style="list-style-type: none"> <li>Committee was formed to prepare a new feedback form for the students.</li> <li>Dr. V. Dubey to get a sample from Bilaspur.</li> <li>To search the Net for any sample.</li> <li>Forms to be distributed and collected from</li> </ul>



S. NO.	AGENDA.	DECISION.
		<p>UG I yr students during their Half-yearly exams and PA students during their semester exams.</p>
4.	New curtains for Hall.	<ul style="list-style-type: none"> <li>As per the proposal the meeting agreed to get a new set of curtains ready for the Hall so that it can be used for functions and can help to cut down on the expense of tent arrangements.</li> <li>To fix a curtain rod at both the ends of the hall and to call Vijay Textile for finalizing the details of fabric and tailoring.</li> </ul>
5.	Regarding the utilization of profits from Anand Mela.	<ul style="list-style-type: none"> <li>The Anand Mela is fixed as part of the Annual function and it was decided that after meeting with the students for stalls we will fix an amount or percentage of the profit as the student contribution to Divyang Relief fund.</li> </ul>
6.	Renewal of MOUs.	<ul style="list-style-type: none"> <li>It has been decided that last year's MOUs to be renewed and their files to be updated by end of <del>last</del> <sup>second</sup> week of December.</li> </ul>
7.	Regarding opening of Bank Acct for Divyang Relief Fund.	<ul style="list-style-type: none"> <li>It has been decided to open a bank account for Divyang Relief Fund and help as per fixed norms by chi</li> </ul>



No	AGENDA	DECISION
8.	To provide briefing/training for new invigilators by IQAC for all exams - Vyapasa, Semester, annual exams.	<ul style="list-style-type: none"> <li>As per the suggestion of the respected Principal, a training session for the new invigilators to be conducted by IQAC for all exam duties.</li> </ul>
9.	Organising District level workshop on Research Methodology for PA students.	<ul style="list-style-type: none"> <li>It has been decided to conduct this programme in January after completion of semester exams.</li> <li>Suggestion by the Principal for all HODs to conduct inter disciplinary lectures/seminars at institutional level (at least 2/3.)</li> </ul>
10.	Others - Preparing a uniform list of files and registers for all departments.	<ul style="list-style-type: none"> <li>It has been decided to make a checklist of all the files and registers to be maintained in all the depts for the easy and proper preparation of NAAC and AQAR.</li> <li>IQAC to hold a meeting with all HODs regarding this; to instruct them to make a spiral binding of all the hard copies of PPTs of Pg students.</li> <li>To distribute a copy of 'Urja' to every department.</li> <li>To maintain a register of suggestions given to Principal or University by teachers.</li> </ul>



S.No	AGENDA	DECISION
		<ul style="list-style-type: none"> <li>All departments to fill Alumni forms from Pa Students and conduct departmental alumni meeting in January.</li> <li>IQAC to get monthly review of works allotted meeting with HODs.</li> </ul>
<p>Proposal by IQAC to create a cell with all newly appointed asst. profs (regular) for coaching for Pg Students for NET, SET and PSC.</p> <p><i>[Signature]</i> Principal.</p> <p>PRINCIPAL, GOVT. ENGINEER VISHWESARRAIYA P. G. COLLEGE, KORBA (C. G.)</p>	<ul style="list-style-type: none"> <li>IQAC to form a cell comp. of newly appointed regular professors to begin Coac for Pa students for NE SET and PSC.</li> <li>IQAC heartily thanks our respected Principal Sir for working on our prop for new courses as a result of which courses - PADIC, PCA, Biotechnology &amp; undergraduate courses have been sanctioned. Proposals for more new courses are in the pipeline -</li> </ul> <p><i>[Signature]</i> IQAC Co-ordinator Govt. E.V.P.G. College KORBA (C. G.)</p>	



NOTICE. 23.2.18.

A meeting of all the members of IQAC is to be held on 23.2.18 at 3.30 pm in the Staff Room. The following points are on the agenda:

- Declaration of Model College.
- Work distribution for AQAR.
- Updating of all departmental documents by 31.3.18.
- Submission of departmental and committee annual reports by 31.3.18.
- Model file and register for all departments.
- Preparation of yearwise PPT by all depts, and committees.
- Feedback forms.
- Others with consent of the Principal.

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

*Pundlik*  
IQAC  
IQAC Co-ordinator,  
Govt. E.V.P.G. College,  
KORBA (C. G.)

The following members were present:

- i. Dr. K. Rai - *K Rai*
- ii. Smt. B. Pundlik - *Pundlik*
- iii. Dr. S. K. Gobhil - *Gobhil*
- iv. Smt. R. Sinha - *R Sinha*
- v. Dr. B. S. Rao - *23/2/18*
- vi. Dr. S. K. Yadav - *S K Yadav*
- vii. Dr. S. Shukla - *S Shukla*
- viii. Shri. K. S. Kanwar - *K S Kanwar*  
(Hostel Manager)
- ix. Sh. Agrawal - *Sh Agrawal*
- x. Dr. S. K. Gobhil - *Gobhil*

A meeting of all the members of IQAC was held on 23.2.18 at 3.30 pm in the Staff Room to discuss the following points on the agenda: Declaration of Model College, AQAR-work distribution, departmental documentation, preparation of yearwise PPTs, feed back forms.



S No	AGENDA	DECISIONS
1.	Declaration of Model College.	<ul style="list-style-type: none"> <li>The Principal Dr. R.K. Saha informed about the college being selected as one of the Model Colleges of the state.</li> <li>He as well as IQAC coordinator expressed thanks for the team support for the selection.</li> </ul>
2.	Review of earlier meeting.	<ul style="list-style-type: none"> <li>Coordinator Smt. S. Puri briefly gave the review of the earlier meeting.</li> <li>Tentative date decided for submission of AQAR - 30.4.18.</li> <li>Task distribution done was also reviewed.</li> <li>It was decided to finish departmental data collection by 15.4.18.</li> <li>All depts and committees to prepare annual report of their activities and presentation in April.</li> <li>Model files and register to maintain uniformity in departmental documents.</li> <li>Central register to be maintained.</li> <li>New feedback forms</li> </ul>
3.	As per the agenda feedback forms	<ul style="list-style-type: none"> <li>New forms printed and distributed, analysis process ongoing.</li> </ul>
4.	New curtains for Hall	<ul style="list-style-type: none"> <li>Curtains ready.</li> </ul>



AGENDA	DECISIONS:
<ul style="list-style-type: none"> <li>• Renewal of MOVs.</li> <li>• Training for invigilators for exams.</li> <li>• Distribution of 'MIRROR'</li> </ul>	<p>Process ongoing.</p> <p>Training given.</p> <p>Done as per decision of meeting.</p>
<ul style="list-style-type: none"> <li>• Divyang Relief Fund.</li> <li>• One day workshop on Research Methodology for PA students.</li> </ul>	<p>A Saving Acct opened in Corporation Bank for Divyang Prakashit - Divyang Bahat Kosh.</p> <p>Organised on 26.3.18.</p>
<ul style="list-style-type: none"> <li>• Model files and registers.</li> <li>• Central Register.</li> </ul>	<p>Principal D.R.K. Saxena expressed his deep regret and dissatisfaction about the working / performance of IQAC. He reprimanded the Coordinator for the delay in the activities and expressed his desire to see things speeding up soon.</p>
<ul style="list-style-type: none"> <li>• Proposal for starting NET/SET coaching for PA SC/ST students at college by regular professors.</li> </ul>	<ul style="list-style-type: none"> <li>• Coaching for NET/SET commenced in Feb 2018 for SC/ST students of PA classes.</li> </ul>



## S.No AGENDA

## DECISION

3. Work distribution for ARAR

- As per decision of the earlier meeting work distribution already done to be followed.
- Departmental report committee reports to be collected by 8.
- Feedback forms collection and analysis to be completed by end of.
- Second phase of session on research to be organized by 15-20.

- Principal reminded the mins of meetings to be presented to him for implementation.
- Also reminded that Registers be prepared earlier to meeting with agenda and issue review.

4. Workshop and Seminar on Research Methodology

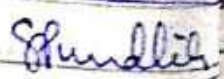
- He focussed on the need for giving time effort, systematic work for procuring 'A' grade.
- Research activities were less so focus on research content atmosphere in PhD Seminar in April PA students.
- Guidelines given for Ph students.



AGENDA.	DECISION.
	<ul style="list-style-type: none"> <li>All the PPTs and seminar papers of Pg. students to be compiled and filed semester-wise, paperwise.</li> </ul>
<p>Model files and registers Central Register.</p>	<p>Sample files and registers displayed. Central register also displayed. Principal Dr. Saxena again expressed his displeasure in the delay in completion of the Central Register. IQAC coordi assured that it would be completed as early as possible.</p>
<p>PA departments with Practical exams to conduct lectures by external examiners.</p>	<p>Done.</p>
<p>All committees and Depts to give PPTs in April.</p> <p>As per recommendations of Peer Team Principal requested that MOV with SC/ST Boys Post Matric Hostel be renewed and visited and providing assistance to them.</p>	<p>All departments and committees to present PPTs in staff room on 5<sup>th</sup> and 6<sup>th</sup> April 2018.</p> <p>YRCS members visited the Hostel, gave free blood group testing and donated water containers and renewed MOV.</p>



Agenda	Decision
<ul style="list-style-type: none"> <li>Proposal by IQAC to permit depts. to buy books from other funds such as IP, SF, RUSA, govt. since no provision from VAC.</li> </ul>	<ol style="list-style-type: none"> <li>Approved by members</li> </ol>


  
 IQAC Co-ordinator  
 Govt. Engineering College  
 KORBA (C. G.)

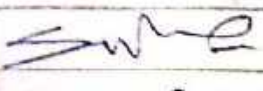



Signatures & approval of earlier meeting.


1. 

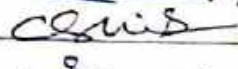
2. 

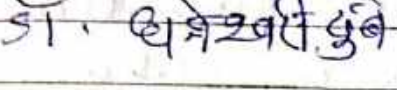

3.  DR. B. L. Sar

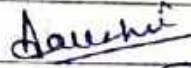
4.  Dr. Sanjay Yadav


5. R. A. Kulkarni 

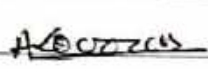
6. Dr. S. K. Goshol 


7. Mrs. C. Shrivastava 

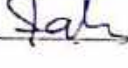
8.  Dr. 

9. DR. A. Kaushe 

10. DR. R. B. Chuna 


11. Smt. Amola Karam 

12. Smt. Ritu Sinha 

13. Dr. Purvima Sal 


14. R. K. Rathore 


15. R. K. Mawga

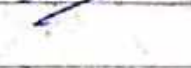
16. Dr. Dinesh Suresh 

17. Baham Kurrey 

18. S. K. Agam 

19. A. Shrivastava 

20. Kalpane Rai 

21. Dr. S. Khare 

AMARAVATI UNIVERSITY  
ANANDRAO V. KESKAR INSTITUTE OF  
TECHNOLOGY  
(A) (B) (C) (D) (E) (F) (G) (H) (I) (J) (K) (L) (M) (N) (O) (P) (Q) (R) (S) (T) (U) (V) (W) (X) (Y) (Z)



A meeting of all the members of the staff to be held on 10.4.18 in the Staff room, 2.30 pm to discuss the following details

- Review of the earlier mtg.
- Framework of seminar proposed on 20.4.18
- Departmental documentation.
- AQAR.
- Work distribution for AQAR.
- Feedback Analysis.
- Review of PPT by depts and committees.
- Proposals by IQAC for quality enhancement.
- Others with due consent of the Principal.

~~Principal~~  
 PRINCIPAL,  
 GOVT. ENGINEER VISHWESARRAYA  
 P.G. COLLEGE, KORBA (C. G.)

Spindler  
 IQAC  
 IQAC Co-ordinator  
 Govt. E.V.P.G. College  
 KORBA (C. G.)

The following members were present:

1. Dr V k Dubey LD
2. Dr. Sandeep Shukla SS
3. Dr. Sandeep Yadav SW
4. R. G. Khuntia TK
5. श. शंकरजी शर्मा KS
6. Mrs. Chitreshkha Shrivastava CS
7. DR. (Smt.) Awanthika Kaushik AK
8. DR R. D. Sharma RS
9. Smt. Anmol Korram AKorram  
10.4.18
10. Smt. Ritu Sinha Rita  
10.04.18
11. Dr. Purnima Sahu Jah  
10.4.18
12. Smt K. Bahel KB  
11.4.18
13. Dr. S. Chandra SC



- 14. Dr. Kalpana Rai - KRai
- 15. A. Shivvelan - Ams
- 16. Kamaljeet Singh Kamran ✓
- 17. Raj Kumar Kallure - RK
- 18. Dr. Dinash Sawash - DS
- 19. Balram Kumar
- 20. R.K. Moudga
- 21. S.K. Agrawal
- 22. S.K. Gupta
- 23. DR. B. S Rao
- 24. DR. B. L. Sai
- 25. Smt. P. Pundlik

A meeting of all the staff members was held on 10.4.18 in the staff room at 2.30 pm to discuss the following points on the agenda:

AGENDA	DECISIONS
<p>Review of the earlier meeting.</p>	<ul style="list-style-type: none"> <li>• Work distribution for AQAR was discussed.</li> <li>• Departmental and committee reports to be submitted.</li> <li>• To conduct a one day seminar on Research Initiatives and Aspects.</li> <li>• All departments and committees to prepare PPTs yearly.</li> <li>• Arrange lectures in depts of the External examiners during Practical exams.</li> <li>• Proposal approved to buy books from JB, SF, Rese.</li> </ul>



AGENDA

Dr. Trammont 9 Seminar prepared for 20/11

DECISIONS:

- To make it compulsory for all ID sawing students to participate with PPTs.
- Dr. Hota as special guest and Dr. R. Selot as chief guest.
- Shivaram as special speaker.
- To fix the schedule.
- To send invitations to all colleges in the district.
- To make spiral binding of all PPTs hand copy and seminar papers.
- Preparation of certificates.
- Letters for permission for collaboration; judges for PPT.
- Work distribution for seminar.
- To invite Dr. Sawitri for valedictory.
- To get feedback of students.
- Objective of seminar - as per Peer Team Encouragers to enhance research in college.

3. Departmental Documentation:

4. AORR - Work distribution:

- All departments to submit their reports to EAAC by 25.4.2018.
- To get files and register complete.
- Dr. V. Pai appointed for inspecting the documents.
- Team for AORR to be created according to the seven criteria. Work distribution.
- Rough draft of AORR by 30.5.18.
- Team created. May 9 12.12.17.



AGENDA

5. Feedback analysis

6. Reviews of PPTs of departments and committees.

7. Proposals by ADPC for quality enhancement.

DECISION

Feedback form distribution and team for analysis of the forms by 15.5.14.

All departments and committees to prepare and present PPTs of their year/sem activities and submit hard copy of the same by .

To send senior members to visit 4 grade colleges in Bidar for guidance for next cycle of accreditation.

To organise field tours, visits, inter college for PG students.

To increase number of journals in departmental libraries.

To arrange Summer Courses for Degree and RPL Card holders in computer basics and English communication.

To prepare spiral bindings of PG study materials and PPT hard copies submitted for internal.