



महात्मा गांधी शासकीय स्नातकोत्तर महाविद्यालय खरसिया,  
जिला-रायगढ़ (छ.ग.)

[Mahatma Gandhi Govt. P. G. College Kharsia, Dist.-Raigarh (C.G)]



**2018-19**

**On 12/07/2018 first meeting of IQAC in the session was held. The following members were present in the meeting.**


SN	Name	Signature
1	Prof. M. L. Dhirhi	Signed
2	Dr. P. L. Patel	Signed
3	Dr. S. Goyal	Signed
4	Prof A. K. Patel	Signed
5	Prof. J Kerketta	Signed
6	Prof S K Ijardar	Signed
7	Shri D K Yadaw	Signed
8	Dr. R.K.Tandan	Signed
9	Shri Dhansai Yadav Chairperson JBS	Signed
10	Shri Balak Ram Patel (Industrialist)	Signed
11	President Student Union Ku. Sushma Patele	Signed
12	Teej Ram Patel (Alumni Representative)	Signed
13	BEO Kharsia Shri A K Bhardwaj	Signed
14	Dr R K Tamboli	Signed
15	Prof. M K Sahoo, (COORDINATOR, IQAC)	Signed
16	Prof. P. K. Chetani	Signed
17	Dr. P.C. Ghritlahre (CHAIRPERSON IQAC)	Signed

  
(डॉ. पी.सी. घृतलहरे)  
प्राचार्य  
एग.जी. शास.कला एवं विज्ञान मंडल, खरसिया  
जिला- रायगढ़ (छ.ग.)

## Minutes of the first meeting IQAC held on 12/07/2018.

Sl. No.	Minutes	Compliances
1	Academic Calender should be followed.	Action is being taken as per academic calendar.
2	Students should be oriented for the semester methodology and other information regarding the course PG.	Orientation programme was also provided to the students studying in PG first semester held in the first week of August for various classes.
3	Renewal of the official institutional website be renewed.	The renewal/ updation of the website has been happening from time to time, information and program details are being uploaded in the website.
4	The regular admitted students should be issued identity cards and directed to be hanged around the neck while coming to the college.	Identity cards have been prepared and distributed to the students.
5	Plantation should be taken care as much as possible.	Plantation was also done by the NSS.
6	Professors should be encouraged to participate in the workshop in research seminar for API marks and be motivated to write research papers.	Professors were encouraged to participate in the workshops/Seminars.
7	Mentors should be appointed to solve various types of problems of the students and to satisfy the students` curiosities. This mentor must be his own teacher who guides him/her throughout the year.	After appointing the Mentors, they were directed to solve the problems of the students.
8	Encourage students to participate in regular sports competition and also organize sports in college.	District level khokho women and men & athletics were organized in the hosting of the institute. Apart from this other competitions which have been completed in the college, have also participated by the students.
9	Regular activities should be carried out in NSS/NCC/SVEEP.	Regular activities like weekly parade, cleanliness, orientation etc. are being organized in NSS/NCC. In the SVEEP activities like debate, slogan writing rangoli etc. programmes took place.
10	Cooperation should be made in ensuring smooth distribution of mobile distribution as per the plan of the C G government.	After feeding online the information of eligible students, mobile distribution was done on the date announced by the government.
11	For updating of the office record, a workshop must be organized in a proper way, so that the records in the office can be updated as per the new rules of Government.	A workshop was done.

12	A guidance class must be organized for NET/SET/SI/PSC and also other competitive exam.	Guidance classes were organized for the interested students.
13.	New boundary wall and Borewell for new buiding must be done.	Boundary wall work is in progress. Borewell was done .
14.	A new store room for keeping the usable/unusable materials must be done.	Construction process for new store room is in process.
15.	New furnitures for the learners should be bought.	For the buying of new furniture process is in progress.

  
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**2018-19**


**On 05/10/2018 second meeting of IQAC in the session was held. The following members were present in the meeting.**

SN	Name	Signature
1	Dr. P. L. Patel	Signed
2	Dr. R.K.Tandan	Signed
3	Prof S K Ijardar	Signed
4	Dr R K Tamboli	Signed
5	Shri D K Yadaw	Signed
6	President Student Union Ashish Rathore	Signed
7	Prof. M K sahu, COORDINATOR, IQAC	Signed
8	B E O Kharsia Shri A K Bhardwaj	Signed
9	Dr. P.C. Ghritlahre (CHAIRPERSON IQAC)	Signed

  
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## Minutes of the Second meeting IQAC held on 05/10/2018.

Sl. No.	Minutes	Compliances (06/02/19)
1	Women cell should organize a workshop on the rights of girl students. Invite a lecture with a female officer on women harassment .	A workshop on women harassment was organized on 14/12/2018 in the presence of Keynote speaker CMO Kharsia Smt. Neetu Agrawal.
2	The various activities of NSS should be carried out and a seven day camp of the NSS should be held in January 2019. The camp site should be selected in a rural area.	A special seven day camp of NSS took place in village Bargarh from 11 <sup>th</sup> January to 17 <sup>th</sup> January 2019. Earlier activities also took place such as Cleanliness in Lap Village, maintenance of the planted plants, AIDS day etc.
3	Under the banner of SVEEP various programmes should be organized for the goal of fearless polling and cent percent polling so that a stable and strong republic can be built.	National Voters Day was held under the banner of SVEEP and a rally was held also for the Voter awareness.
4	Before the Republic day, the annual cultural meet should be organized.	The annual cultural meet concluded on January 19, 2019. The chief guest was our own Honourable Higher Education Minister Mr. Umesh Kumar Patel.
5	NCC should also be motivated for voter awareness related work. NCC should be supported in cleanliness and other community activities.	Voter awareness programme conducted by NCC at Bahmanpali.
6	Local Lions club should be discussed and appealed for the the facility upgradation of Girl's common room. Sanitary pad machine can be demanded from the club.	On 07/01/2019 Lions Club Kharsia donated a sanitary pad machine for the college girl students.
7.	Workshops should be organized for banking awareness and digital Yono Banking information.	To provide more information regarding Yono Banking , Digital Banking, the bank officials visited the college and provided the needed information to the students.
8.	Students may be taken on an educational excursion in January, if possible.	Kanan Pendari Tour was organized on 31 <sup>st</sup> January 2019 as an educational excursion tour.
9.	Guest lectures by all the departments must be organized on various subject topics.	Guest lectures were organized.
10.	Journals based on new research for the benefit of students must be purchased.	Commeerrce, Economics and English departments journals has been ordered.

  
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**2018-19**

**On 06/02/2019** third meeting of IQAC in the session was held. The following members were present in the meeting.


SN	Name	Signature
1	Dr. P. L. Patel	Signed
2	Dr. R.K.Tandan	Signed
3	Prof S K Ijardar	Signed
4	Dr R K Tamboli	Signed
5	Shri D K Yadaw	Signed
6	Shri Sunil Sharma	Signed
7	Shri Anil Agrawal	Signed
8	Shri Brijesh Rathore	Signed
9	President Student Union Ashish Rathore	Signed
10	Prof. M K sahu, COORDINATOR, IQAC	Signed
11	B E O Kharsia Shri A K Bhardwaj	Signed
12	Dr. P.C. Ghritlahre (CHAIRPERSON IQAC)	Signed

  
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## Minutes of the third meeting IQAC held on 06/02/2019.

Prior written agenda was presented before the honorable members in the IQAC. The below written actions were decided by the respected members of IQAC.

Sl. No.	Minutes	Compliances
1	Examination should be done as per university scheduled time table. A workshop regarding the updation of examination pattern must be organized.	A workshop was organized regarding the updation process. University Main Examination 2019 was conducted smoothly.
2	Suggestions should be obtained from parents by conducting PTMs as every year.	PTM was organized on 09/02/2019. Suggestions were received from Parents .
3	While holding an alumni meet, valuable suggestions should be invited from them for the betterment of the institution.	The suggestions received from the Alumnis held on 21/02/2019 and were considered.
4	Meritorious students should be honored.	Honor ceremony of talented students was held on 12/02/2019. On this occasion, it was announced by the Lions Club that two toppers each UG and PG girl will be awarded medals and cash.
5	For the convenience of students, the student application android related to the college website should be launched. Make it available to the students so that students can directly enter the website through the help of the Android application. A workshop for the knowingness of application for the student must be organized.	Android application has been launched for students, which students are taking advantages. Through the app students are also constantly visiting the website. A workshop was organized.
6	Along with taking offline feedback from various stakeholders, this time students should be provided with the facility of filling online (google sheet) feedback form through which the students should be able to work online also.	Offline feedback as well as link to online feedback has been provided to the students. The report of which can also be seen. Online Feedback report is available with the committee.
7.	Examination Preparation Workshop should be organized.	Examination Preparation Workshop was organized.

  
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