

**महात्मा गांधी शासकीय कला एवं विज्ञान महाविद्यालय खरसिया,
जिला-रायगढ़ (छ.ग.)**

Website : www.mgcollegekharsia.in

Email : mggovtcollegekhs@gmail.com

2016-17

On 21/07/2016, 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 Assistant professor History	Signed
2	Dr. P.L. Patel Assistant professor Pol.Sc.	Signed
3	Dr.Sushila Goyal Assistant professor Socio.	Signed
4	Prof. A.K. Patel Assistant professor Botany	Signed
5	Prof. K.Ekka Assistant professor Physics	Signed
6	Dr. R.Choubey Assistant professor Hindi	Signed
7	Prof. S. Jogi Assistant professor Zoology	Signed
8	Dr. R.K.Tandan Assistant professor Hindi	Signed
9	Mr. L N Patel (BEO Kharsia)	Signed
10	Shri Dhansai Yadaw Chairperson JBS	Signed
11	Shri Balak Ram Patel (Industrialist)	Signed
12	President Student Union (Bhanu Pratap Rathia)	Signed
13	Teej Ram Patel (Alumni Representative)	Signed
14	Prof.DK Umbrella, AP Hindi COORDINATOR, IQAC	Signed
15	Prof. M.K. Sahoo A P Comm. (Asst.COORDINATOR, IQAC)	Signed
16	Dr. P.C. Ghritlahre Principal (CHAIRPERSON IQAC)	Signed

Minutes of the First meeting IQAC held on 21/07/2016.

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

Sl. No.	Minutes	Compliances (As on 24/12/2016)
1	According to the academic calendar issued by the HIE Naya Raipur and by university Bilaspur, the academic and nonacademic teaching activities should be carried out. Internal evaluation as per the academic calendar must be implemented.	All the activities according to the academic calendar is being implemented.
2	The Semester system evaluation: The examination method should be given to the students in detail. As for the first-time semester method for the PG system is introduced so to	For the PG first semester students Induction programme was organized in which students were informed about the examination, evaluation and promotion method to be held in

	implement the system the induction for the students to provide them the needed information must be organized.	the coming semester system.
3	The IQAC must create an annual calendar for the educational and the knowingness of the various national days and dates for the development of the institutional educational development in which the various birth date, along with the festivals are to be organized.	IQAC issued a calender.
4	Cleanliness campaign through the NSS and NCC should be conducted in the institution. Orientation programme for the NSS should be organized.	Volunteers of NSS carried out the cleanliness campaign work in the college premises orientation programme for the NSS was organized.
5	According to the annual sports calendar released by the Higher Education Department, the fulfillment of the regular students of the college should be ensured in the various sports competitions and by attending the sports meeting held in the lead college, the sports incharge may organize some sports which are possible in our institutional field. Such responsibility should be fixed for the sports incharge.	As per the yearly sports calendar, the district level Basketball (Fe) competition was held in the institute.
6	Recruitment should be done as per the rules in NCC and the parade should be organized every week as per the direction of the Battalion.	The vacant seats in NCC were recruited for the first-year students on the direction of the battalion.
7	NSS volunteers should be registered and weekly activities should be done.	The students were enrolled in NSS.
8	Student union elections and the searing in ceremonies should be conducted as per the guidelines received from the higher office.	Student union elections and the searing in ceremonies were conducted as per the guidelines received from the higher office.
9.	Provide proper inspiration and motivation to the students by celebrating various days.	Independence Day, Hindi Divas, Teachers Day, Yaad Karo Kurbani , NCC, NSS etc.day were organized.
10.	Computer sets should be purchased in the institute.	2 computer sets were purchased in the institute.


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2016-17

On 26/09/2016 Second meeting of IQAC in the session was held. The following members were present in the meeting.

SN	Name	Signature
1	Prof. M.L.Dhirhi (Assistant professor History)	Signed
2	Dr. P.L. Patel (Assistant professor Political Science)	Signed
3	Prof. S.K.Ijardar(Assistant professor English)	Signed
4	Prof A.K. Patel (Assistant professor Botany)	Signed
5	Prof. J.kerketta (Assistant professor English)	Signed
6	Dr. R.Choubey (Assistant professor Hindi)	Signed
7	Prof. P.K. Chetani (Assistant professor Commerce)	Signed
8	Dr. R.K.Tandan (Assistant professor Hindi)	Signed
9	Mr. L. N. Patel (BEO Kharsia)	Signed
10	Shri Dhansai Yadav Chairperson JBS	Signed
11	Shri Balak Ram Patel (Industrialist)	Signed
12	President Student Union (TikeshDansena)	Signed
13	Teej Ram Pate I(Alumni Representative)	Signed
14	Prof. D K Ambrella, (Assistant professor Hindi)	Signed
15	Prof. M.K. Sahoo (COORDINATOR, IQAC)	Signed
16	Mr. Girdhari Gabel	Signed
17	Dr. P.C. Ghritlahre (CHAIRPERSON IQAC)	Signed

Minutes of the First meeting IQAC held on 26/09/2016.

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	Regular cleanliness of the college campus should be done by the NCC/NSS cadets and also with the help of other regular students and the staff.	Volunteers of NSS carried out the cleanliness campaign work in the college premises and also in the Lap village Mauhapali.

2	Various programs such as debates, slogan, discussion should be organized under SVEEP. Essay competition should also be organized.	Various programs such as Essay writing, debates, slogan, discussion were organized under SVEEP.
3	According to the annual sports calendar and also the allotted sports by the district, the participation of all the students in various competitions should be decided according to the available resources of the college.	As per the yearly sports calendar, the district level Athletics (Fe/M) competition was held in the institute.
4	Pure drinking water should be arranged for the students.	A good work was done in the direction of pure drinking water by applying RO water filter in the water cooler.
5	To promote research in the field of science, a science exhibition must be organized in the institution with providing an opportunity with inviting models from students studying in the nearby schools by the students of science subjects.	A science exhibition was organized on 25/11/2016 in which the science students of schools and colleges in Raigarh district and adjoining district actively participated.
6	Keeping the clean campus green campus in mind maximum plantation should be done in the college campus and its proper maintenance should also be done.	Plantation work was done in the campus.
7	Various birth days and the dates of the great personalities should be organized so that the impact of the life and character of these great men can be presented to the students.	Gandhi jayanti was celebrated.
8	Internal and unit exams as per the academic calendar should be organized by the teacher as with his/her own unit completion.	Internal examination for the PG and the sessional examination for the UG was conducted.
9	Programs for the promotion of knowledge of student career counseling program should be organized and other programme for the benefit of the student knowledge in association with other government/ non- government organizations must be organized.	A career counselling programme on 03/10/2016 was organized. The students of the institution were awakened for the various crimes by the Kharsia police under the banner "Hamar police Hamar Gaon" in Room no. 8 on 02/12/2016.
10	For the purpose of developing students` communicative skills, a workshop on communicative skill with the help of invited guest speaker should be organized in the institute.	A workshop on communicative skills was organized in which Prof. Shailash Mishra from Govt. College Patan was invited as a speaker.


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On 24/12/2016 third meeting of IQAC in the session was held. The following members were present in the meeting.

SN	Name	Signature
1	Prof. M.L.Dhirhi (Assistant professor History)	Signed
2	Dr. P.L. Patel(Assistant professor Political Science)	Signed
3	Prof. S.K.Ijardar(Assistant professor English)	Signed
4	Prof A.K. Patel (Assistant professor Botany)	Signed
5	Prof. J.kerketta (Assistant professor English)	Signed
6	Dr. R.Choubey (Assistant professor Hindi)	Signed
7	L.N.Patel BEO Kharsia	Signed
8	Dr. R.K.Tandan (Assistant professor Hindi)	Signed
9	Prof. P.K. Chetani (Assistant professor Commerce)	Signed
10	Mr. Girdhari Gabel	Signed
11	Shri Dhansai Yadav Chairperson JBS	Signed
12	Shri Balak Ram Patel (Industrialist)	Signed
13	President Student Union (TikeshDansena)	Signed
14	Teej Ram Patel (Alumni Representative)	Signed
15	Prof. D K Ambrella, (Assistant professor Hindi)	Signed
16	Prof. M.K. Sahoo (COORDINATOR, IQAC)	Signed
17	Dr. P.C. Ghritlahre (CHAIRPERSON IQAC)	Signed

Minutes of the third meeting IQAC held on 24/12/2016.

Sl. No.	Minutes	Compliances
1	Workshop should be organized for the promotion of knowledge of the students.	2 workshops were organized. 1)Workshop on Memory power and writing techniques was organized. 2)Educational quality enhancement and

		career guidance workshop was organized.
2	Valuable suggestions should be obtained from parents while organizing a parent teacher meeting.	PTM was organized.
3	An alumni meet should be organized.	Alumni meet was organized.
4	Meritorious students who have done the excellent work in their academic career throughout the year must be awarded. Various competition winners must also be honored with awards.	All the meritorious students and scholars were honored by the institute.
5	A programme of environmental excursion and geographical excursion should be made in which the field work of BA final geography students must be prepared. And similarly, the BA/B.Sc./B.com. first year students' environmental files could be prepared.	For the environmental excursion the B.A. / B.Sc. / B.Com. first year students were taken to the Rabo Dam. BA final year students went to the Kelo Dam for geographical study.
6	Cultural events and annual sports should be organized.	Annual Students sports & cultural meet was organized.
7	The visit of the power plants located near Kharsia should be ascertained in supplementing the interest of the industrial field of work	The students of MSc and the M Com. visited SKS power plant.
8	Letter should be written to BEO Kharsia for arranging the invigilators for the proper function of the annual examination 2017 in a smooth manner.	A letter was written to the BEO Kharsia and the availability of the invigilators was provided by them. All the arrangements needed for the annual examination was completed.
9.	Arrangement of overhead projector, computer, furniture for the IQAC room.	Overhead projector, computer, and furniture for the IQAC room was provided.
10.	Visit to the nearby higher secondary schools for GER enhancement.	Visited to the nearby higher secondary schools for GER enhancement.
11.	Flower pots should be brought for the green campus. Steel chairs for the waiting persons need should be purchased.	Flower pots were brought for the green campus. Steel chairs for the waiting persons were purchased.
12.	ICT tools for the zoology department should be purchased.	LCD projector for the zoology department was purchased


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2016-17

On 24/03/2017 Fourth meeting of IQAC in the session was held. The following members were present in the meeting.

SN	Name	Signature
1	Prof. M.L.Dhirhi (Assistant Professor History)	Signed
2	Dr. P.L. Patel(Assistant Professor Political Science)	Signed
3	Prof. S.K. Ijardar(Assistant Professor English)	Signed
4	Prof A.K. Patel (Assistant Professor Botany)	Signed
5	Prof. J .kerketta(Assistant Professor English)	Signed
6	Dr. R.Choubey(Assistant Professor Hindi)	Signed
7	L. N. Patel BEO Kharsia	Signed
8	Dr. R.K.Tandan(Assistant Professor Hindi)	Signed
9	Prof. P.K. Chetani (Assistant Professor Commerce)	Signed
10	Dr. R.K. Tamboli (Assistant Professor Zoology)	Signed
11	Shri. Girdhari Gabel	Signed
12	Shri Dhansai Yadav Chairperson JBS	Signed
13	Shri Balak Ram Patel (Industrialist)	Signed
14	President Student Union (TikeshDansena)	Signed
15	Teej Ram Patel (Alumni Representative)	Signed
16	Prof. D K Ambrella, (Assistant Professor Hindi)	Signed
17	Prof. M.K. Sahoo (COORDINATOR, IQAC)	Signed
18	Dr. P.C. Ghritlahre (CHAIRPERSON IQAC)	Signed

SPECIALLY INVITED GUESTS :

1.	Prof. K. Ekka (Assistant Professor Physics)	Signed
2.	Dr. S. Goyal (Assistant Professor Sociology)	Signed

Minutes of the fourth meeting IQAC held on 24/03/2017.

Sl. No.	Minutes	Compliances
1	Left out annual exam 2017 and the semester end exam for the PG in May- June 2017 must be scheduled smooth function.	All the examination were smoothly organized.
2	For organizing a workshop on NAAC accreditation and its preparation in the institution.	“NAAC AWARENESS & INSTITUTIONAL PREPARATION” workshop was organized.
3	Feedback form collection from the students, parents and the alumni must be done.	Feed back form was collected and analysed by the Feed back committee.
4	A development of Online fee payment system through the SBI Kharsia.	“SB COLLECT” system for the online fee payment was done with the help of SBI Kharsia was started
5	Poetry, stories, and various other literary works should be invited by the students and also the needed yearly reports from the various cells and departments in the college for the institutional yearly Magazine. Thus, the Magazine “Srijan” should be published.	The institutional magazine “Srijan” was published.
6	Yoga and the Environment Day should be organized.	Yoga and Environment Divas was organized.
7	New boards in the classrooms should be implanted.	Green boards in the classrooms were mounted on the walls for the better visible teaching learning process.


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