

महात्मागांधी शासकीय कला एवंविज्ञानमहाविद्यालय खरसिया,
जिला-रायगढ़ (छ.ग.)

Website : www.mgcollegekharsia.in

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2017-18


On 28 / 06 / 2017, 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	Prof. A.K. Patel Assistant professor Botany	Signed
4	Dr. R.Choubey Assistant professor Hindi	Signed
5	Dr. R.K.Tandan Assistant professor Hindi	Signed
6	Shri Dhansai Yadaw Chairperson JBS	Signed
7	Shri Balak Ram Pate I (Industrialist)	Signed
8	Dr R K Tamboli Asst. Prof. K G College raigarh	Signed
9	Shri S K Ijardar Asst Prof English	Signed
10	Shri P K Chetani Asst Prof. Commerce	Signed
11	Shri J Kerketta Asst Prof English	Signed
12	Teej Ram Patel (Alumni Representative)	Signed
13	Shri D K Yadaw A G 01	Signed
14	Prof. M.K. Sahoo AP Comm.(COORDINATOR,IQAC)	Signed
15	Dr. P.C. Ghritlahre Principal (CHAIRPERSON, IQAC)	Signed

Minutes of the first meeting IQAC held on 28/06/2017.

Sl. No.	Minutes	Compliances
1	While discussing academic calendar in detail, action should be taken to follow it.	The sessional examination and internal assessment examination were conducted at the undergraduate and post graduate levels respectively. According to the academic calendar other work has also been done and is going on.
2	To organize orientation programmes for the new admitted students in different streams in order to provide them the needed information about the college, staff, college activities and the syllabus, examination methodology etc.	Orientation programmes for UG /PG students were organized.

3	Plantation work should be done by NSS/IQAC. Cleanliness of the Institution should be done by the NCC/NSS.	On behalf of the IQAC, tree plantation in front of the college building was done . The NSS volunteers did the work of cleanliness.
4	On the vacant seats, the proceedings of recruitment of first year students in NCC and NSS should be completed after the students takes admission. Weekly activities of NSS & NCC must be conducted after the admission.	After the recruitment done in NCC/NSS, weekly parade and activity has been started.
5	According to the university notification the student union election proceedings should be taken.	As per the instructions of the university, students union officials and class representatives were nominated on the basis of merit and the swearing-in- ceremony concluded on 7 September 2017.
6	As per the issued annual sports calendar and the days scheduled by the district/ sector, conduct the sports activity with the surety of maximum involvement of the students.	In the Chakradhar Ceremony, the women's Kabbaddi team was formed by the girls of Kharsia development block and the college and the district level women kho kho, women men kabaddi and district level athletics women/ men competition was held in the college.
7	Conduct various programs under the SVEEP.	In addition to the Form 6 provided for the young voters, essay competition, debate competition etc. were concluded by SVEEP.
8	Regular career guidance should be given to the students. For this, a separate whats app group is suggested to be created.	To provide career guidance, a group was formed with the students whats app number, teachers of the institution provided guidance through the group, information of employment news was provided in the group.
9	Financial awareness program/workshop should be organized for the benefit of students during the session	Financial awareness program was organized on 12/10/2017
10.	Workshop for internal examination/seminar process for the Teaching staff should be organized in order to fecilitate them with the latest evaluation process technique.	Workshop for internal examination/Seminar process for the teaching staff was organized.


 (डॉ. पी.सी. पटिलहरे)
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On 27/10/2017 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 Pol.Sc.	Signed
3	Shri A.K. Bhardwaj B.E.O.Kharsia	Signed
4	Dr. Sushila Goel Assistant professor Sociology	Signed
5	Shri Dhansai Yadaw Chairperson JBS	Signed
6	Shri Balak Ram Patel (Industrialist)	Signed
7	Dr R K Tamboli Asst. Prof. K G College raigarh	Signed
8	Shri S K Ijardar Asst Prof English	Signed
9	Shri P K Chetani Asst Prof. Commerce	Signed
10	Shri J Kerketta Asst Prof English	Signed
11	Teej Ram Patel (Alumni Representative)	Signed
12	Ms Sushma Patle President Student Union	Signed
13	Shri D K Yadaw A G 01	Signed
14	Prof. M.K. Sahoo A P Comm. (COORDINATOR, IQAC)	Signed
15	Dr. P.C. Ghritlahre Principal (CHAIRPERSON IQAC)	Signed

Minutes of the Second meeting IQAC held on 27/10/2017

Sl. No.	Minutes	Compliances
1	It is appropriate to be planned in the NSS Camp Tribal area in January. The NSS should carry out various activities in the lap village.	National Service Scheme's seven day special camp in the village Nangoi from 15/01/2018 to 21/01/2018 was planted. In this as a addition lap village Mahuapalli was also cleaned on 29/12/2017.
2	The academic tour programme should be held in January 2018.	In the last week of January the educational excursion took place to Dongargarh.

3	.Annual cultural function should be held in the month of January before Republic Day 2018 celebrations. During these various competitions should be held in 1 day in advance. Cultural Programme should be organized on the second Day.	Quiz, chair race and rangoli competition was organized in the institution on 22/01/2018. The Annual cultural programme was held on 23 rd January 2018.
4	To provide information related to the examination and all other types of information related to the institution to the students, SMS facility needs to be developed.	From the official website SMS Facility has been prepared. Right now different types of information are sent to the students class wise.
5	In the coming official working days the days of various great men should be celebrated in the institution by the different departments.	Vivekananda Jayanti on 12 th January, NCC Day on 28 th November, National Voters Day on 25 th of January, Constitutional Day on 25 th November were celebrated on in the institution with proper dignity and pump show. Martyr's Day on 30 th January was also organized remembering Gandhi's contribution to the country. AIDS Day was also observed on 1 st of December.
6	General Knowledge competition based on General Studies should also be organized. Quiz should also be conducted.	In order to prepare the students for the competition Examination, General Knowledge competition and quiz competition were held.
7	Free physical tests etc.by physicians should be conducted in the institute under the Red Cross	Free Eye test was conducted at the institution on 30 th November 2017 in collaboration with the Block Medical Officer Dr. Sajan Agarwal under the aegis of Red Cross Department.
8	Make possible and also ensuring the participation of students in the Youth Spark competition as per the instruction of the Government of Chhattishgarh.	Students actively participated in the Youth Spark Competition as per the instructions of the Higher Education Department.
9	Programmes like kavi sammelan can be organized to highlight the status talent of the students in the institution.	.In order to highlight the literary talent of the students, local poets are approached and Kavi sammelans were organized in the Hindi Department.
10	Alumni meets should be organized in the institution.	Alumni Meet was organized on 19/12/2017 in the institution.
11	Furniture must be arranged for students.	Some furniture were purchased on 09/01/2018 and the process for the same is still going on.


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2017-18

On 01/02/2018, 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 Pol.Sc.	Signed
3	Prof. A.K. Patel Assistant professor Botany	Signed
4	Dr. Sushila Goel Assistant professor Sociology	Signed
5	Dr. R.K.Tandan Assistant professor Hindi	Signed
6	Shri Dhansai Yadaw Chairperson JBS	Signed
7	Shri Balak Ram Patel (Industrialist)	Signed
8	Dr R K Tamboli Asst. Prof. K G College Raigarh	Signed
9	Shri S K Ijardar Asst Prof English	Signed
10	Shri P K Chetani Asst Prof. Commerce	Signed
11	Shri J Kerketta Asst Prof English	Signed
12	Ms Sushma Patle President Student Union	Signed
13	Teej Ram Patel (Alumni Representative)	Signed
14	Shri D K Yadaw A G 01	Signed
15	Shri A.K.Bhardwaj B.E.O.Kharsia	Signed
16	Prof. M.K. Sahoo A P Comm. (COORDINATOR, IQAC)	Signed
17	Dr. P.C. Ghritlahre Principal (CHAIRPERSON IQAC)	Signed


Minutes of the Third meeting IQAC held on 01/02/2018.

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 (12/7/18)
1	The students should be honoured by organizing a talent honor ceremony.	On 10/ 02/2018 by organizing the meritorious honor ceremony, the meritorious students were honored for their outstanding service in the field of NCC/NSS/ Sports and the official of the students union, also who ensure a

		place in various programs.
2	Measures should be taken to guide students' career related issues.	For the career guidance of the students, a lecture was given by Raipur Collector Shri. O.P. Choudhary. With his efforts the career guidance books were distributed to the students by the Sharda Dinanath Trust. Along with this, Jungle safari, and Central Library of Raipur were also visited by the near about 300 students under the same banner..
3	Purchase projector screen and podium for seminar hall in new building.	Podium and projector screen for the seminar hall has been purchased and proved usefulness in the seminar presentation for PG students.
4.	Suggestion box, Key box, First aid box, Fire fighting equipments must be arranged in the institution.	Suggestionbox, First Aid box, Fire fighting equipment as Fire extinguisher were established in the institution.
5	For the the main examination 2018, other arrangements, including adequate arrangements for teachers, should be put in place.	By sending a letter to the BEO for the proper arrangements of invigilators was done , thus with the availability of the teachers the examination was conducted peacefully.
6	Cleanliness related work should be done regularly.	As per the Government Of India undertaking Swachh Bharat Abhiyan in the summer internship, the students registered and did the shramdaan in the village Deorghata where they performed various programmes related to cleanliness and also did cleanliness.
7	Feedback form from students, parents, and alumni should be filled and should be collected .	Feedback was collected and analysed after studying the suggestions received.
8	With the consent of BA Geography students, the schedule of organizing the Geographical Tour for their field work should be decided.	BA final year students visited Damaudhara on 17/02/2018 for field work.
9	Furniture should be arranged in sufficient quantity for students.	Furniture were purchased on 08/02/2018 and 19/03/2018 .
10	A Workshop should be arranged for the students of M.Com 4 th semester regarding their project work	Project work guidance workshop was organized for M.Com 4 th semester students .
9.	Yoga should be done collectively in the institution premises on 21 st June.	Yoga was done collectively on 21 st June.
10.	Organising a workshop for Tax calculation process for the teaching and non teaching staff.	Workshop organized.
11	Organising a workshop for Main Examination conducting process for the teaching and non	Workshop organized.

	teaching staff.	
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