



महत्मा गांधी राष्ट्रीय स्नातकोत्तर महाविद्यालय खरसिया,
जिला-रायगढ़ (छ.ग.)
[Mahatma Gandhi Govt. P. G. College Kharsia, Dist.-Raigarh (C.G.)]

2020-21

On 16/07/2020 first meeting of IQAC in the session was held. The following members were present in the meeting.

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

(Dr. P. C. Ghritlahre)
प्राचार्य
एन.जी. महत्मा गांधी विज्ञान महा. खरसिया
जिला- रायगढ़ (छ.ग.)

IQAC CO- ORDINATOR
Government Mahatma Gandhi P.G.
College Kharsia, Dist.-Raigarh (C.G.)

PRINCIPAL
Government Mahatma Gandhi P.G.
College Kharsia, Dist.-Raigarh (C.G.)

Minutes of the first meeting IQAC held on 16/07/2020.

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	Discussions were held for Best Practices for the year 20-21 as per the agenda. In this, emphasis was laid on working for the college on investment facts.	The committee was made along with the needed in-charges for the fruitful implementation of the best practices passed for the session 2021 for the college. Best practices are "Learning beyond classrooms", "Promotion of Universal value".
2	During the time of Covid 19 in the college, discussions were held to organize webinars on various topics. All the professors will work in the college by participating in organizing national, international and other useful webinars.	According to the proposal for organizing online webinars under Covid-19, the Department of Sociology in collaboration with IQAC organized a national webinar and the Department of English organized an international seminar in the college. Trainers of Mumbai Stock Exchange jointly with IQAC by Department of Commerce, Hindi and Economics in the topic of Useful behavior were organized for the students of Digital Finance Sector Department.
3	Discussion was held on making LMS learning system. An LMS learning message system for the college for the session 20-21 after covid 19, it was decided that LMS should be made for online studies.	LMS system has been arranged for online teaching in the college. Online teaching arrangement has been made for all the regular students admitted through LMS system by giving user ID and password.
4	In the rainy season, there was a discussion on fencing based plantation in the campus in the college, a resolution was passed to implement it. It happened here that online programs would be organized for the promotion of tree plantation for environmental protection in the state of Chhattisgarh.	As per the proposal, saplings were planted in the campus of the college with the help of JBS and they have been given protection with fencings.
5	In order to add more ICT materials for the better LMS system operation and also as a help in organizing various webinars.	Online Green Chhattisgarh program has been implemented with the joint efforts of Botany Department, Hindi Department, NCC, NSS and IQAC. Under this, photographs were to be sent by the participants of Chhattisgarh by uploading them through Google Form while planting trees. Participants from different districts of Chhattisgarh state did this work.

IQAC CO- ORDINATOR
Government Mahatma Gandhi P.G.
College Kharsia, Dist.-Raigarh (C.G.)

PRINCIPAL
Government Mahatma Gandhi P.G.
College Kharsia, Dist.-Raigarh (C.G.)

6	Viewing the online examination schedule as per the COVID 19 Pandemic the institution needs to have Bulk SMS pack, emails, and whatsapp groups of all the classes.	In order to add 3 laptops, 2 hard disc and one Jio Fi for internet system were purchased the better LMS system operation and also as a help in organizing various webinars.
7	Keeping view the Pandemic proper Sanitization should be done in the institution as per the COVID 19 Pandemic regulations.	Sanitization was done in the institution as per the COVID 19 Pandemic regulations.
8	As the teaching learning process took the online process than the online examination and internal test process should also be made available. in LMS for the session 2020-2021.	Online examination and internal test process was also made available in LMS for the session 2020-2021.
9	For professional development of both the teaching and non teaching staff on how to be in an online class must be conducted. The teachers were guided to attend more and more webinars of the other universities also.	For professional development of both the teaching and non teaching staff on how to be in an online class was conducted. The teachers participated and attended national/international webinars.

(Dr. Jyoti Prasad)
 प्रधान
 पृथ्वी विज्ञान एवं विज्ञान महा. समिति
 विज्ञान-समिति (प.प.)


IQAC CO-ORDINATOR
 Government Mahatma Gandhi P.G.
 College Kharsia, Dist.-Raigarh (C.G.)


PRINCIPAL
 Government Mahatma Gandhi P.G.
 College Kharsia, Dist.-Raigarh (C.G.)



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

[Government Mahatma Gandhi P. G. College Kharsia, Distt.- Raigarh (C.G.)]



Website : www.mgccollegekharsia.in

Email : mgcgovtcollegekhs@gmail.com

IQAC Meet on 5th January 2021

Following members were present in the meeting :-

SN	Name	Presence
1	Shri Sunil Sharma, Industrialist	Signed
2	Shri Anil Agrawal, Industrialist, Member Lions Club	Signed
3	Shri A K Bhardwaj, BEO Kharsia	Signed
4	Dr. R K Tamboli, nominated by A D Bilaspur	Signed
5	Shri Brijesh Rathore, Alumni	Signed
6	Shri S K Ijardar, Asst.Prof.	Signed
7	Dr. R K Tandan, Asst. Prof.	Signed
8	Shri D K Yadaw, AG-01	Signed
9	Shri M K Sahoo, Coordinator IQAC	Signed
10	Shri Prashant Goel, Student	Signed
11	Shri Balbhadra Sidar, Parents	Signed
12	Dr. Sushila Goel, Asst. Prof.	Signed
13	Shri D K Sanjay, Asst.Prof.	Signed
14	Smt. Sarala Jogi, Asst. Prof.	Signed
15	Shri Kashmir Ekka, Asst. Prof.	Signed
16	Dr. P C Ghritlahare, Chairperson IQAC / Principal	Signed

AGENDA:-

- Discussion on Registered Alumni Association.
- Virtual Programs by Various Departments
- Online Classes of Career Guidance



IQAC CO-ORDINATOR
Government Mahatma Gandhi P.G.
College Kharsia, Distt.-Raigarh (C.G.)


PRINCIPAL
Government Mahatma Gandhi P.G.
College Kharsia, Distt.-Raigarh (C.G.)



- D) Discussion on introducing new Facilities in the Institute
- E) Preparation of Needed Bench Marks for the Second Cycle for NAAC
- F) Induction Program
- G) Parent Teacher Meeting
- H) Alumni Meet
- I) Online Feedback


Minutes	Compliance
1) Alumni Association formation and its registration process must be done and new must be motivated for their active participation regarding the institutional development.	1) To get registered by forming an Alumni association to get opinion suggestions consent from alumni's in Google sheet. Allumni's WhatsApp group was created for the registration process including of the Aadhaar Card and several various other needed details for fulfilling the details in the form of society website for registration.
2) Positive report should be made more and more in order to let happen the virtual program in the institute. Prominently the Women cell and also the Career guidance cell activities.	2) Virtual online program were organized by various departments of cells in the college. On 12th January 2021 The English department celebrated Youth Day IQAC and Women cell also organized an online quiz program on national girl child day on 24 January. In an effort to do motivation for the voters SVEEP department and English department jointly organized an online zoom meeting for the newly added voter or the college students. Women cell organized jointly with the help of IQAC an online girl motivation program with the guidance of IUCAW in-charge DSP Garima Dwivedi focused a lot on the women security and online crimes/ crime and also hold discussion on women future career option as "how to be successful in PSC."


IQAC CO- ORDINATOR
Government Mahatma Gandhi P.G.
College Kharsia, Dist.-Raigarh (C.G.)


PRINCIPAL -
Government Mahatma Gandhi P.G.
College Kharsia, Dist.-Raigarh (C.G.)



<p>3) Sk Ijardar presented a proposal for organizing online virtual classes for the preparation of the PG/UG learners for various competitive examinations. IQAC accepted and approved the proposal for the installation of special classes for CGPSC, Vyapam and other competitive examinations.</p>	<p>3) The Career Guidance for Placement Cell with the combined efforts of IQAC has conducted 10 days online classes considering CGPSC Prelims, VYAPAM and various other competitive exams. Arithmetic logical knowledge classes were also conducted through online zoom.</p>
<p>4) New facilities must be constructed in the college. The infibnet facility must be introduced for the young PG and UG learners and also the teachers. Motivation must be done in order to register the professor and the students in the end list of the infibnet services to provide the learner the new source of acquiring knowledge. They must be given space to read more and more journals and e-books online. ICT tools must be purchased.</p>	<p>4) Infibnet facility is to be built in the library has registered by the college. It is to be noted that the infibnet facility is available in central library is to be built in the library as registered by the college. It is to be noted that the infibnet facility is available from 1st of April 2021.</p>
<p>5) For the second round of evaluation the NAAC steering committee of the college has been asked to ensure every contribution to IQAC.</p>	<p>5) In the process of second phase of NAAC evaluation by IQ AC started uploading in the portal. AQAR 2015 16 has been uploaded successfully.</p>
<p>6) Sanitization work in the college should be done from time to time according to the</p>	<p>6) Sanitizers were installed in the staff and in office rooms and also sanitizer stands were also parked on the entrance in the college.</p>


IQAC CO-ORDINATOR
Government Mahatma Gandhi P.G.
College Kharsia, Dist.-Raigarh (C.G.)


PRINCIPAL
Government Mahatma Gandhi P.G.
College Kharsia, Dist.-Raigarh (C.G.)

standards of covid-19. This motion was passed.	Sanitization process was done in the institute as per the governments' instructions.
7) Induction program for the 1st semester students of newly admitted PG course of the college is to be organized online. This proposal was passed.	7) PG 1st sem. online induction program was organized on 13th January 2021.
8) Due to covid-19 the teachers of the college must continue to teach the students through their online classes. Virtual online arrangements ought to be made for the student seminar and internal assessment.	8) Teaching of online classes in the college has been continued continuously. Departmental internal assessment and students seminars were conducted online virtually.
9) Due to covid-19 this year Parent Teacher Meeting and Alumni meet must be organized in the online mode. NAAC coordinator and IQAC member Dr. R. K. Tandon presented the proposal which was passed.	9) PTM on 15th January 2021: Alumni meet on 12th March 2021 were organized online through Zoom app.
10) IQAC member Mr Brijesh Rathore interacted with the committee with the proposal of the operation of the online feedback form with the Google sheet of students and parents which was passed.	10) Teachers and office feedback by students and college feedback by the parents continues to be taken with the help of Google online form.


 IQAC CO-ORDINATOR
 Government Mahatma Gandhi P.G.
 College Kharsia, Dist.-Raigarh (C.G.)


 PRINCIPAL
 Government Mahatma Gandhi P.G.
 College Kharsia, Dist.-Raigarh (C.G.)



शासकीय महात्मा गांधी स्नातकोत्तर महाविद्यालय खरसिया
जिला-रायगढ़ (छ.ग.)
[Government Mahatma Gandhi P. G. College Kharsia, Distt.- Raigarh (C.G.)]

Website: www.mgccollegekharsia.in

Email: mggovtcollegekhs@gmail.com



IQAC Meet on 9th April 2021

Following members were present in the meeting :-

SN	Name	Presence
1	Shri Sunil Sharma, Industrialist	Signed
2	Shri Anil Agrawal, Industrialist, Member Lions Club	Signed
3	Dr. R K Tamboli, nominated by A D Bilaspur	Signed
4	Shri Brijesh Rathore, Alumni	Signed
5	Shri S K Ijardar, Asst.Prof.	Signed
6	Dr. R K Tandan, Asst. Prof.	Signed
7	Shri D K Yadaw, AG-01	Signed
8	Shri M K Sahoo, Coordinator IQAC	Signed
9	Shri Balbhadra Sidar, Parents	Signed
10	Dr P L Patel Asst.Prof.	Signed
11	Dr. Sushila Goel, Asst. Prof.	Signed
12	Shri D K Sanjay, Asst.Prof.	Signed
13	Smt. Sarala Jogi, Asst. Prof.	Signed
14	Shri Kashmir Ekka, Asst. Prof.	Signed
15	Dr. P C Ghritlahare, Chairperson IQAC / Principal	Signed


IQAC CO-ORDINATOR
Government Mahatma Gandhi P.G.
College Kharsia, Distt.-Raigarh (C.G.)


PRINCIPAL
Government Mahatma Gandhi P.G.
College Kharsia, Distt.-Raigarh (C.G.)



Meeting Agenda 09/04/2021

- 1) Preparation for Second phase of NAAC Assessment.
- 2) Preparation for online teaching and program keeping in view the Corona pandemic.
- 3) Preparation for the arrangements of university exams 2020-2021.
- 4) Organizing various departmental webinars.
- 5) Organizing online program for professional development of academic and non academic staff of college.
- 6) Creation of departmental rooms.
- 7) Organizing online virtual workshop for examination & feedback.
- 8) Online programs for students.


IQAC CO- ORDINATOR
Government Mahatma Gandhi P.G.
College Kharsia, Dist.-Raigarh (C.G.)


PRINCIPAL
Government Mahatma Gandhi P.G.
College Kharsia, Dist.-Raigarh (C.G.)



SN	Minutes	Compliance
1	According to the decision of NAAC steering committee considering the Second cycle evaluation of the NAAC of the college in this year. The proposal was passed to do the uploading of the AQAR required by IQAC within the stipulated time period. The IQAC was given liberty to go beyond any possible effort to assess the good grades of the college.	This year the second cycle of next evaluation is to be done by the NAAC committee of the college. Last 5 years AQAR i.e. 2015-16, 2016-17, 2017-18, 2018-19, 2019-20 has already been uploaded before the due date.
2	Keeping in view the covid-19 pandemic 2 nd wave IQAC co-coordinator M K Sahoo proposed that in future viewing the dangers of covid-19 pandemic, online arrangements and programs of the college should be made virtual for the facilities in the institute. Thus the renewal process of the LMS should be renewed for teaching in current session 2021-22 and the work should be done to incorporate new facilities in LMS. IQAC anonymously passed the resolution.	After the return of second wave of the covid-19 pandemic LMS was renewed for online teaching system for the coming future teaching learning in the college. Creation of additional facility in L M S such as upload of teacher study material was also made available. This arrangement has been made by the college to deal with this Second Phase pandemic.


IQAC CO- ORDINATOR
Government Mahatma Gandhi P.G.
College Kharsia, Dist. Raigarh (C.G.)


PRINCIPAL
Government Mahatma Gandhi P.G.
College Kharsia, Dist. Raigarh (C.G.)

3	<p>2020-21 Annual Exams and Semester Final Exams are going to be organized by the University in blended mode. The university has decided to conduct the University Examination for all classes. A group should be created by IQAC by connecting all the students of the college with WhatsApp. Institutional website must be facilitated to upload question paper in the website. The examinations must be conducted under the instructions of University. Our focus must be on making the students aware of the information and making the students aware of the information, by making facilities for downloading the sample of answer sheet proforma of the first page and download of the university examination question papers. The examination is going to be conducted using information technology.</p>	<p>In the University examination 2021, the conduct of annual examinations and internal examinations has been determined by the university. For university examinations in blended mode, college examinations were scheduled to be held in the college by connecting all the students of the college with WhatsApp. Thus a class wise group was created. The facility to upload the question papers in the website was created. Instructions and front page of answer copy related page uploading system was generated in the website. Now by making the facility of downloading the sample of the answer booklet page built in the website, the students were also decorated with the needed important information's. The examinations were conducted smoothly using the IT facility of the institution.</p>
4	<p>Proponent IQAC member Dr R.K.Tandon proposed to organize various National/International webinars in the second phase of covid-19 pandemic by the various PG departments of the college to get good grades in the evaluation of the college. Which was passed unanimously.</p>	<p>According to the resolutions passed in the IQAC meeting, webinars were organized in various departments:</p> <ol style="list-style-type: none"> 1) National Webinar 27/05/21 (Hindi Department) 2) National E- Webinar cum conference- Hindi, Zoology, Botany- 5 June 3) Online webinar by Chemistry department on 10 June. 4) International Webinar (Hindi) 12 June

IQAC CO-ORDINATOR
Government Mahatma Gandhi P.G.
College Kharsia, Dist.-Raigarh (C.G.)

PRINCIPAL
Government Mahatma Gandhi P.G.
College Kharsia, Dist.-Raigarh (C.G.)



		5) National Webinar (Physics) 13 June Online webinars of these departments were organized in collaborations with the IQAC.
5	The proposal to organize various virtual workshops for the professional development skills and technical knowledge up gradation of the Academic and non academic Staff of the college was placed by IQAC Coordinator M.K.Sahoo in front of the IQAC members which was passed by them.	Online virtual workshop on 18 th May 2021 was organized by IQAC for the knowingness of the various new modes teaching in Arts faculty and Administrative training program for the professional development of the college for the teaching and non teaching staff on 31 st May 2021.
6	Member Shri Sunil Sharma proposed facilitation of new departmental capsules within the class rooms for the various PG departments. This proposal was also passed.	As per the resolutions passed by the IQAC the 4 departmental capsules were constructed in the college.
7	Alumni member Mr Brijesh Rathore put a proposal to organize a workshop to remove all the difficulties of the students regarding the filing of the feedback Google forms. In the proposal also to organize guidelines to conduct workshops for PG students related to the process of annual/ semester examinations of the university.	As per the proposal of IQAC to organize a workshop to remove all the difficulties of the students regarding the filing of the feedback Google forms. Virtual workshops were organized on 16 April 2021, 20 May 2021 and also on 21 May 2021 for the presentation of the easy guidelines for filling Google Feedback form. In order to guide the UG/PG students the new updated rules regarding the examination process of conducting online workshops were conducted on 24 May 2021 and 06 th June 2021.

IQAC CO-ORDINATOR
Government Mahatma Gandhi P.G.
College Kharsia, Dist. Raigarh (C.G.)

PRINCIPAL
Government Mahatma Gandhi P.G.
College Kharsia, Dist. Raigarh (C.G.)



8	IQAC proposed to organize various online programs for the benefit of the students.	Anti terrorism day meet on 21 st May 2021 and young investors awareness workshop on 8 th June 2021 were organized virtually with the zoom app.
---	--	--


IQAC CO- ORDINATOR
Government Mahatma Gandhi PG
College Kharsia, Dist. Raigarh (C.G.)

 PRINCIPAL
Government Mahatma Gandhi PG
College Kharsia, Dist. Raigarh (C.G.)