

Kanoria PG Mahila Mahavidyalaya, Jaipur
IQAC Committee (Internal) Meeting
Date 10.8.2018
Venue – Director's Office
Time 11.30 Am.

Meeting of IQAC Committee (Internal) will be held on 10.8.2018. The meeting will be chaired by the principal Dr. Seema Agrawal.

Agenda of the Meeting:

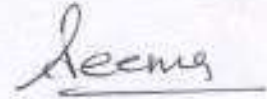
1. Confirmation of minutes of previous meeting held on 4.4.18.
2. Review of the admissions turnout.
3. Requisition for new courses to be opened in next session.
4. Effective college website.
5. Review of departmental activities in previous session.



Director
Kanoria PG Mahila Mahavidyalaya
Jaipur

Deepshikha Shukla
IQAC - Coordinator

Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL
Kanoria P.G. Mahila Mahavidyalaya
J.L.N. Marg, JAIPUR-04

Minutes of the IQAC (Internal) Meeting held on 10.8.18

The internal committee meeting of IQAC was held on 10.8.18. Twelve members attended the meeting. The meeting was chaired by the Principal Dr. Seema Agrawal.

Members:

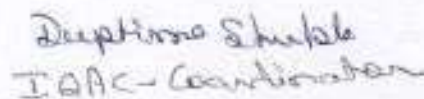
Dr. Seema Agrawal Seema
Dr. Ratna Saxena RS
Dr. Sarla Sharma ABSENT
Dr. Neetu Mathur Neetu Mathur
Dr. Ragini Sharma Ragini Sharma
Dr. Ranjula Jain Ranjula Jain
Dr. Deeptima Shukla Dr. Shukla
Dr. Jyotsana Jain Jyotsana Jain
Dr. Ranjana Agarwal Ranjana
Dr. Jayanti Goyal Jayanti
Dr. Kumud Tanwar Kumud
Dr. Ritu Jain Ritu
Mr. Sanjay Mathur Sanjay Mathur

Minutes of the Meeting:

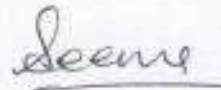
1. Members suggested that a review of fresh admissions should be made to clarify the data regarding seats available with the college in different faculties and seat filled after the admissions are over. In opinion of the members this will give a clear situation and will help admission administration to work for the admissions in the subjects or courses in which the admissions are less.
2. Committee members assessed the possibility for opening of new courses such as Statistics as a subject in BA, MA – Hindi, BA Political Science Honours and BSc Home Science and requirements for running these courses smoothly. Members also suggested that other departments should also seek possibilities of starting new programs in the college.
3. Members advised to make new dynamic college website and a vendor for the same should be hired.
4. Committee members suggested that review of all co-curricular and extra-curricular activities undertaken in previous session is essential to envision the progress made by the college in different directions other than pedagogy.



Director
Kanoria PG Mahila Mahavidyalaya
Jaipur



Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL
Kanoria P.G. Mahila Mahavidyalaya
JLN Marg, JAIPUR-04

Action Taken Report of the IQAC (Internal) Meeting held on 10.8.18:

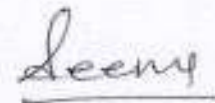
1. The process of admissions for the session 2018-19 started from 1.6.18. Committee members were informed that the total number of seats for undergraduate courses are 2310, against which college received 2892 admission forms. Total admissions which took place were 2271 in UG and 371 in PG. apart from this committee members were also informed that 240 students took admissions in various add on courses offered by the college. Diploma in singing and dancing remained most popular among students in which 61 students got admitted. Efforts will be made to revamp and popularize add on courses to increase admissions and also for PG courses.
2. On the suggestion of committee members college applied for NOC to Directorate of college education, Government of Rajasthan, Jaipur for courses - MA Hindi, BA Political Science Honors, B Sc Home Science and Statistics as a subject in Arts.
3. Dynamic website that can be easily operated by the employees of the college having login and password. All faculty members were also be provided official mail id and password for better and quick communication.
4. Account of departmental activities has been collected and committee members reviewed various academic, co-curricular and community service activities taken up by departments in the previous session. After the observation made by committee members more national and international days celebrations were made part of the college activities to make students aware of importance of various aspects of human life and history.



Director
Kanoria PG Mahila Mahavidyalaya
Jaipur

Deepthima Shukla.
IQAC-Coordinator

Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL
Kanoria P.G. Mahila Mahavidyalaya
J.L.N. Marg, JAIPUR-04

Kanoria PG Mahila Mahavidyalaya, Jaipur
IQAC Committee (Internal) Meeting

Date 3.11.2018

Venue – Director's Office

Time 11 Am.

Meeting of IQAC Committee (Internal) will be held on 3.11.2018

The meeting will be chaired by The Principal, Dr. Seema Agrawal.

Agenda of the Meeting:

1. Confirmation of minutes of previous meeting held on 10.8.18.
2. Progress of NAAC criteria writing/report writing.
3. Review of student activities till the month of October, and preparations for upcoming activities.
4. Educational tours and excursions

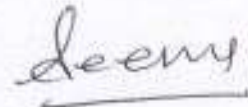


Director

Kanoria PG Mahila Mahavidyalaya
Jaipur

Deepkano Shukla
IQAC - Coordinator

Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL

Kanoria P.G. Mahila Mahavidyalaya
J.L.N. Marg, JAIPUR-04

Minutes of the IQAC Meeting (Internal) held on 3.11.18

The IQAC meeting held on 3.11.18 was chaired by the principal, Dr. Seema Agrawal. Thirteen members attended the meeting.

Members:

Dr. Seema Agrawal *Seema*
Dr. Ratna Saxena *RS*
Dr. Sarla Sharma *Sarla Sharma*
Dr. Neetu Mathur *Neetu Mathur*
Dr. Ragini Sharma *Ragini Sharma*
Dr. Ranjula Jain *Ranjula Jain*
Dr. Deeptima Shukla *DS*
Dr. Jyotsana Jain *Jain*
Dr. Ranjana Agarwal *Ranjana*
Dr. Jayanti Goyal *JG*
Dr. Kumud Tanwar *Kumud*
Dr. Ritu Jain *Ritu*
Mr. Sanjay Mathur *Sanjay Mathur*

Minutes of the IQAC Meeting (internal) dated: 3.11.18

1. Principal sought confirmation on minutes of previous meeting held on 10.8.18. The members agreed to adopt the comments presented by the coordinator.
2. Members of the committee suggested that apart from the NAAC SSR writing teams other committees should also be formed to expedite other assignments related with NAAC. For this general administration committee should be formed to keep track on entire work of NAAC SSR.
3. Since all the convenors of various criteria writing committees of NAAC SSR were present in the meeting therefore members appraised the work completed by committees and suggested that the work must be completed on time and attentively. Any problem arising in criteria writing would be handled by NAAC Steering Committee headed by the principal.
4. As considerable amount of documentation is required to compliment and supplement SSR, therefore, members suggested that all teaching along with non-teaching staff members must inform, cooperate and document all types of information that are required to update and apprise SSR.
5. Committee members reviewed the activities that have taken place till now in the session 2018-19. Freshers' day, Teachers' Day, Hindi Diwas Celebrations, Staff Picnic, Spic Macay Program, Gandhi Jayanti Celebration, Inauguration of student union office, Dandiya Utsav, First Aid Training Program, Diwali Mela, Vigilance Awareness

R
Director
Kanoria PG Mahila Mahavidyalaya
Jaipur

Deeptima Shukla
IQAC - Coordinator
Kanoria PG Mahila Mahavidyalaya
Jaipur

Seema
PRINCIPAL
Kanoria P.G. Mahila Mahavidyalaya
Jaipur

Week- Sponsored by NABARD. Committee members advised to make preparations for upcoming events – Alumni Meet, English Play, Dance Drama, International/National Seminar and Symposium, Youth Week and Annual Prize Distribution Day.

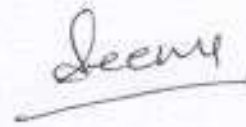
6. Members of the committee discussed and reviewed students' excursions which started from 30th September. Tours were carried out to five places – Amritsar-Dalhauji, Goa, Auli-Rishikesh, Mumbai-Mahabaleshwar and Gujrat and Diu.



Director
Kanoria PG Mahila Mahavidyalaya
Jaipur

Deepthi Shukla -
IQAC - Coordinator

Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL
Kanoria P.G. Mahila Mahavidyalaya
J.L.N. Marg, JAIPUR-04

Action Taken Report of the IQAC Meeting (Internal) held on 3.11.18

1. A Steering Committee was formed under the convenorship of Principal to monitor and guide the NAAC SSR criteria writing, collection of required documents and uploading of documents for NAAC SSR submission.
2. Time to time dispersion of notices for procurement of data and details by NAAC steering committee facilitated SSR writing committees in their smooth functioning and compilation of the information.
3. Notices were circulated to all stakeholders to present their reports whenever required for updation of SSR from time to time.
4. Reports of all the activities that were undertaken till 3.11.18 are prepared and organized for future publication in college Chronicles.
5. Educational tours started from 30th September to Amritsar-Dalhauji, Goa, Auli-Rishikesh, Mumbai-Mahabaleshwar and Gujrat and Diu. Reports of all the tour in charges were submitted to college office for future evaluation of the work of tour operators.

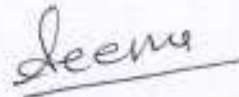


Director

Kanoria PG Mahila Mahavidyalaya
Jaipur

Deepthi Shukla
IQAC - Coordinator

Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL

Kanoria P.G. Mahila Mahavidyalaya
J.L.N. Marg, JAIPUR-04

Kanoria PG Mahila Mahavidyalaya, Jaipur

IQAC (External)
Venue : Director's Office
Time: 12 Noon

Agenda for the Meeting dated 15th December 2018

1. Confirmation of minutes of the meeting held on 19.4.18. The chairperson while giving details of the comments received on minutes of last meeting (19.4.18) by IQAC Coordinator, sought the confirmation of the minutes. The members agreed to adopt the comments.
2. Action taken report of the meeting held on 19.4.18
 1. On the basis of suggestion made by OQAC committee college applied for NOC and affiliation for B Sc. Home Science, B A Honours (Political Science), B A Statistics, MA Hindi and 4 Year Bachelor of Designing Course in Fashion Design (Apparel and Textiles).
 2. Management committee approved renovation of science labs – Botany Lab -1, Botany Lab – 2, Botany Lab M Sc, Zoology Lab – 1. By 29.9.18 renovation of all labs was completed and renovation of Biotechnology lab had also taken up and completed by 29.9.18. A solar energy system for electricity generation with capacity of 75.4 KV has been installed in the month of October, 2018.
 3. Funds of Rs. 5 Lakhs were approved for creating more ICT enabled class rooms. 10 classroom projectors and Antivirus (EPS Console) Funds for purchasing lab equipment for fulfilling the requirements of M Sc. Physics was raised from Rs. 10 lakhs to Rs. 25 lakhs.
 4. Academic appraisals were collected from the faculty members and formal assessment of API has been done by subject experts from university of Rajasthan and following teachers have been upgraded to selection scale.

Dr. Kumud Tanwar (Chemistry)

Dr. Neeru Razdan (Chemistry).

Dr. Neetu Mathur (Business Administration)

Dr. Nidhi Gupta (Chemistry)


Dr. Ragini Sharma (EAFM)

Dr. Ritu Gupta (Botany)

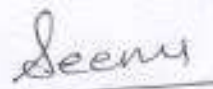


Director

Kanoria PG Mahila Mahavidyalaya
Jaipur



Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL

Kanoria P.G. Mahila Mahavidyalaya
J.L.N. Marg, JAIPUR-04

Services of Dr. Tina Singh Bhadoria, were confirmed after successful completion of probation period.

5. On the basis of requirements of teachers' appointments were made and in session 2018 – 19 the position of teaching staff members came up to – Permanent (71+7) = 78, Temporary = 69 and Guest Faculty = 9.
6. Requirement of non-teaching staff ensure appoints in the session 2018-19, which came up to – Permanent – 80 and Temporary - 3
7. Feedback of Teachers was collected and its analysis report was prepared.

New Agenda Items:

3. Students' Feedback
4. Development of Smart Class Rooms and ICT equipped rooms
5. Appointment of New faculty members and promotion and confirmation of present teachers.
6. Enriching library with purchase of more books, e journals, journals and magazine with keeping formation of research centre in mind.
7. New courses for session 2019 – 20.
8. Exploring and soliciting establishment of Atal Community Innovation Centre.



Director
Kanoria PG Mahila Mahavidyalaya
Jaipur

Deepthima Shukla
IQAC-Coordinator

Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL
Kanoria P.G. Mahila Mahavidyalaya
J.L.N. Marg, JAIPUR-04

Minutes of the Meeting 15.12.18

Meeting started with the director of the college and chairperson IQAC, Dr. Rashmi Chaturvedi welcoming the members of the committee. 12 members were present in the meeting.

Members:

Dr. Rashmi Chaturvedi

Dr. Seema Agrawal

Ms. Ranju Mehta (Absent)

Mr. Sanjeev Surolia

Dr. Rashmi Jain

Ms. Reeta Kuhad

Ms. Manju Sharma (Absent)

Dr. Sarla Sharma

Dr. Jyotsana Jain

Dr. Jayanti Goyal

Dr. Kumud Tanwar

Ms. Sakshi Tanwar

Mr. Sanjay Mathur

Dr. Deeptima Shukla

1. Committee members discussed about the importance of student's feedback and also suggested that college should adopt e feedback process in future for proper collection of data and its precise analysis. Nevertheless, members advised to collect student feedback by the format of hard copy till e format for the same is devised.
2. Members proposed that more ICT equipped class rooms development will meet the future demand of the ICT applied teaching Learning process. They suggested that IT would be the future technique which would make teaching and learning more interactive, communicative and unrestrained therefore college should develop such facilities for teachers to use ICT tools.
3. Looking into ever rising admissions and opening of new courses in college resulted in committee members opinion to appoint new faculty members in various departments. Members suggested that expertise of the teachers should be taken into consideration while appointment of new teachers. Previously appointed teachers whose promotion or confirmation is due should also be looked into.


Director
Kanoria PG Mahila Mahavidyalaya
Jaipur


Deeptima Shukla
IGAC - Coordinator
Kanoria PG Mahila Mahavidyalaya


PRINCIPAL
Kanoria P.G. Mahila Mahavidyalaya

4. Since college got a chance to open a research centre in the college which would be associated with University of Rajasthan therefore members recommended to purchase books, journals and magazine and e journals which would facilitate research supervisors and research scholars in carrying out their study.
5. Members suggested that the demand from the students for MA/M Sc Psychology and overwhelming demand for admission in the college increase in one section in B Sc and increase of one section in BA would be advantageous for community as well as college.
6. Members proposed to seek multifarious possibilities of applying, establishing and functioning of skill enhancement programs. In the opinion of committee members setting Atal Incubation Centre in the college will not only enhance entrepreneurial skills of its members but it is highly recommended by NAAC for running in educational institutions.

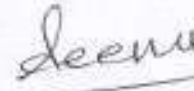
The meeting ended with thanks from the chair person.



Director
Kanoria PG Mahila Mahavidyalaya
Jaipur

Deepshikha Shukla
I A A C - Coordinator

Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL
Kanoria P.G. Mahila Mahavidyalaya
J.L.N. Marg, JAIPUR-04

Recommendation made by IQAC Committee (Meeting held on 15.12.18)

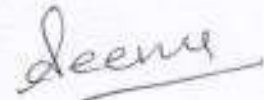
1. Structured feedback format, preferably e format to be developed to collect, compile and analyse data as per the requirement of the NAAC and betterment of college teaching learning process.
2. Create more ICT enabled class rooms and promote use of IT tools among teachers.
3. Appointment of teaching faculty as per requirement and expertise essential for opening of new courses.
4. Promotion and confirmation of services of previously appointed faculty members.
5. Enrichment of library and foundational arrangements for research centre.
6. Seek possibility of opening new courses in coming session and increase in seats in BA and B Sc.
7. Explore entrepreneurial and skill enhancement course options for making college



Director
Kanoria PG Mahila Mahavidyalaya
Jaipur

Deepthima Shukla
IQAC - Coordinator

Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL
Kanoria P.G. Mahila Mahavidyalaya
JLN Marg, JAIPUR-04

Kanoria PG Mahila Mahavidyalaya, Jaipur
IQAC Committee (Internal) Meeting

Date 20.1.2019

Venue – Director's Office

Time 11 Am.

Meeting of IQAC Committee (Internal) will be held on 20.1.2019

The meeting will be chaired by the principal, Dr. Seema Agrawal.

Agenda of the Meeting:

1. Confirmation of minutes of previous meeting held on 3.11.18.
2. Preparation for inspection for opening of new courses.
3. New ERP software system
4. Working out to set Atal Incubation Centre in college.

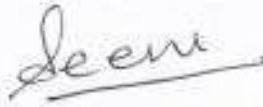


Director

Kanoria PG Mahila Mahavidyalaya
Jaipur

Deepthi Shukla
IQAC - Coordinator

Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL

Kanoria P.G. Mahila Mahavidyalaya
JLN Marg, JAIPUR-04

Minutes and Compliance Report of the IQAC Meeting (Internal) held on
20.1.19

The IQAC meeting held on 20.1.19 was chaired by the principal, Dr. Seema Agrawal.
Thirteen members attended the meeting.

Members:

Dr. Seema Agrawal *Seema*
Dr. Ratna Saxena *Ratna*
Dr. Sarla Sharma *Sarla Sharma*
Dr. Neetu Mathur *Neetu Mathur*
Dr. Ragini Sharma *Ragini Sharma*
Dr. Ranjula Jain *Ranjula Jain*
Dr. Deeptima Shukla *Deeptima*
Dr. Jyotsana Jain *Jyotsana*
Dr. Ranjana Agarwal *Ranjana*
Dr. Jayanti Goyal *Jayanti*
Dr. Kumud Tanwar *Kumud*
Dr. Ritu Jain *Ritu*
Mr. Sanjay Mathu *Sanjay Mathu*

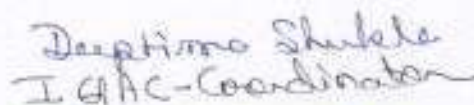
Minutes of the IQAC Meeting (Internal) dated: 20.1.19

1. Principal sought confirmation on minutes of previous meeting held on 3.11.18. The members agreed to adopt the comments presented by the coordinator.
2. Since the college has received NOC from Directorate of College Education, government of Rajasthan for opening BA pol Sc Hons., B Sc home science, MA Hindi literature statistics as optional subject for BA students, from directorate college education of Rajasthan therefore now preparations have to be made for inspection from university of Rajasthan to approve for affiliation.
3. In the opinion of committee members new ERP system has to be prepared which should start working from next session – 2019-20.
4. Members suggested that college should make efforts to enhance the Entrepreneurship Cell of the college.

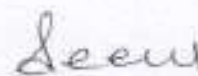
The meeting ended with thanks from the chair.



Director
Kanoria PG Mahila Mahavidyalaya
Jaipur



Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL
Kanoria P.G. Mahila Mahavidyalaya
J.L.N. Marg, JAIPUR-04

Action Taken report of the IQAC Meeting (Internal) dated: 20.1.19

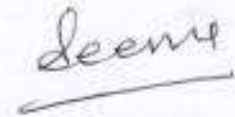
1. College received date of inspection from affiliating university and preparations were made for inspection for affiliation for opening new courses.
2. New ERP system has been adopted by the college. This includes student data management, fee management, staff management and library management.
3. Principal, Dean Student Affairs, Dean College Development and Faculty incharge of Entrepreneurship Cell visited Atal Incubation Centre of other institutions such as Banasthali Vidhyapeeth to have in depth information to set one in the college.



Director
Kanoria PG Mahila Mahavidyalaya
Jaipur

Deepthi Shukla
IQAC-Coordinator

Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL
Kanoria P.G. Mahila Mahavidyalaya
J.L.N. Marg, JAIPUR-04

Kanoria PG Mahila Mahavidyalaya, Jaipur
IQAC Committee (Internal) Meeting

Date 22.2.2019

Venue – Director's Office

Time 11 Am.

Meeting of IQAC Committee (Internal) will be held on 22.2.2019

The meeting will be chaired by the Principal, Dr. Seema Agrawal.

Agenda of the Meeting:

1. Confirmation of minutes of previous meeting held on 20.1.19.
2. Correspondence regarding appointment of Fulbright Scholar
3. Renewal of medical insurance policy of college employees.
4. Preparations for time tables and prospectus for coming session.



Director

Kanoria PG Mahila Mahavidyalaya
Jaipur

Deepthima Shukla
IQAC - Coordinator

Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL

Kanoria P.G. Mahila Mahavidyalaya
JLN Marg, JAIPUR-04

Minutes and Compliance Report of the IQAC Meeting (Internal) held on
22.2.2019

The IQAC meeting held on 22.2.19 was chaired by the principal, Dr. Seema Agrawal. 12 members attended the meeting.

Members:

Dr. Seema Agrawal *Dr. Seema*
Dr. Ratna Saxena *Ratna*
Dr. Sarla Sharma *Sarla Sharma*
Dr. Neetu Mathur *Neetu Mathur*
Dr. Ragini Sharma *Ragini Sharma*
Dr. Ranjula Jain *Ranjula Jain*
Dr. Deeptima Shukla *Dr.*
Dr. Ranjana Agarwal *Ranjana*
Dr. Jayanti Goyal *Jayanti*
Dr. Kumud Tanwar *Kumud*
Dr. Ritu Jain *Ritu*
Mr. Sanjay Mathur *S. Mathur*

Minutes of the IQAC Meeting (Internal) dated: 22.2.19

1. Principal sought confirmation on minutes of previous meeting held on 20.1.19. The members agreed to adopt the comments presented by the coordinator.
2. Since college is approached by Fulbright Program – United States – India Educational Council authorities for associating one of their scholarship holders with the college, the committee members viewed it as a great opportunity for college to have an international collaboration with such a prestigious organization. Members suggested that college should take it earnestly and work on the placement of Fulbright Fellow in the college.
3. The present Mediclaim Policy from Oriental Insurance Company is expiring on 20 March 2019. Since the company has failed to implement and comply with the terms and conditions offered therefore, it was suggested by the members that management should receive quotations from other insurance companies which could provide better services to the college staff.
4. It was suggested by the members that preparations for time tables of all the three faculties and updating prospectus for new session should be initiated and committees should be formed to do the same.

The meeting ended with thanks from the chair.

[Signature]
Director

Kanoria PG Mahila Mahavidyalaya
Jaipur

Deeptima Shukla
IQAC - Coordinator

Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04

Seema

PRINCIPAL

Kanoria P.G. Mahila Mahavidyalaya
JLN Marg, JAIPUR-04

Action Taken Report of the IQAC Meeting (Internal) dated: 22.2.19

1. Ms. Azelle Bahadory, Fulbright Fellow is placed in college to teach English language under institutional collaboration program of Fulbright.
2. Quotations from other insurance companies which could provide better services to the college staff were invited and Manipal Cigna Health Insurance Company was hired for the insurance facility.
3. Three committees with convenors were created by the committee members for time table planning and a committee under the convenorship of dean academics was formed for updating prospectus.

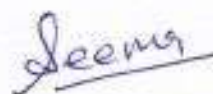


Director

Kanoria PG Mahila Mahavidyalaya
Jaipur

Deepthima Shukla
IQAC - Coordinator

Kanoria PG Mahila Mahavidyalaya
JLN Marg, JAIPUR-04



PRINCIPAL

Kanoria P.G. Mahila Mahavidyalaya
J.L.N. Marg, JAIPUR-04