## Minutes of the meeting held on 01/09/2020 (IBAC)

- In view of lockdown & COVID-19 scenario, the first meeting of IQAC for the session 2020-21 was held on 01/09/2020.
- Following, all the protocols of COVID-19, in the meeting, Principal Dr. Sudha Pathak welcomed the members of IQAC and stressed on the importance of IQAC for the overall development of the college. She stressed on the active participation of the entire IQAC team for achievement of the goal of growth & progress of the college.
- Dr. Archana Srivastava, Coordinator IQAC read out the minutes of the previous meeting held on 29 Feb 2020. Dr. Renu Mishra proposed for the approval of the minutes and Dr. Neena Arora seconded the proposal. Thus the minutes of previous meeting of IQAC were approved and passed.
- Dr. Abha Bajpai informed that as per the guidelines received from the department of Higher Education, the examination cell has started preparing the results of I year & II year of UG classes and II sem of P.G classes. She further informed that the examination cell has decided to conduct a Zoom meeting for PG IV sem students, so as to brief then about the Open Book Exam of the College to be held on 10 Sept 2020.
- Dr. Sudha Tripathi, Controller Autonomous Cell informed that the Examination Cell is determined to declare the results of all classes by 15 Oct 2020.
- Ms. Girjesh Chouhan on behalf of Mrs. Abhilasha Kumar gave the admission details of U.G & P.G classes.
- Dr. Shalu Saxena informed that the Feedback Committee of the College is finalizing its Feedback report.
- Dr. Archana Srivastava further stated that College will have to work on establishing incubation centers and the IQAC Cell will be organizing training sessions for the above purpose. She further stressed on development of outreach programmes of the College by the staff members.
- Dr. Shriji Seth, Co-ordinator of SWAYAM urged that all staff members should motivate the students to get themselves enrolled in various courses of SWAYAM.

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Dr. Shampa Malhotra and Dr. Megha Singh were asked to work on the proposals from each department regarding seminars and workshops. They were also asked to develop personality development courses for the students of the college.

Dr. Renu Mishra was asked to help the staff members, applying for research projects in various agencies.

- The members present in the meeting welcomed the two new members in the cell – Dr. Shubha Kapdeo and Dr. Shriji Seth. It was decided in the meeting that Dr. Shubha Kapdeo and Dr. Shriji Seth would be looking after the External Academic Audit of the college while Dr. Neena Arora and her team will be carrying out the Internal Audit after 10 Sept. 2020.

Chairperson

Spaul)

Dr. Sudha Pathak

Principal

Coordinator

Dr. Archana Srivastava

**IQAC** Coordinator

Asst. Coordinator

Dr. Renu Mishra

Asst. Coordinator

Members of IQAG

Dr. Smita Nair

Dr. Shalu Saxena

Dr. Chayya Makhijani

Dr. Soma Nag

Dr. Romsha Sharma

Dr. Varsha Saxena

Dr. Kusum Dixit Chauhan

**External Members** 

Dr. Abha Bajpai

Dr. Shubha D. Kapdeo

Dr. Shampa Malhotra -

Dr. Sudha Tripathi

Dr. Shriji Seth

Dr. Megha Singh

Ms. Girjesh Chauhan

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BHEL, BHOPA (M.P.)