

# THIRD IQAC MEETING

25

2022-23

Date: \_\_\_\_\_  
Page: \_\_\_\_\_

Date: 30/05/2023

Time: 02:30 PM



Place: Board Room

## Agenda:-

1. Regarding NAAC Peer Team Visit.
2. Regarding publishing of e-magazine.
3. Regarding restructuring of Committees for the academic year 2023-24.
4. Regarding planning of activities for the academic year 2023-24.
5. Regarding planning for Institutional Best Practices for the academic year 2023-24.
6. Any other matter with permission of the chair.

The Third Meeting of IQAC (Session 2022-23) was held on 30/05/2023 (Tuesday) at 2:30 PM in the Board Room.

The following IQAC members were present

S.No	Name	Signature
1.	Dr. Arun Kumar Dubey	
2.	Mr. Harjeet Singh Hura	

3.	Ms. Jay Kumar Khatri	<u>Present</u>
4.	Ms. Rajesh dunia	<u>Present</u>
5.	Ms. Kirsti Vyas	Absent
6.	Ms. Manish Richhariya	<u>Present</u>
7.	Ms. Abha Subey	<u>Present</u>
8.	Ms. Rekha Yadav	<u>Present</u>
9.	Mrs. Nilu Rani	Nilu Rani
10.	Mrs. Ranjana Thakur	<u>Present</u>
11.	Mrs. Sushree Mahapatra	<u>Present</u>
12.	Mrs. Pushpraj Sen.	<u>Present</u>

Points discussed in the meeting are as follows:-

The new IAAC member Ms. Manish Richhariya was welcomed by all other members of the IAAC. The Principal also informed that as Ms. Vivekranjan Gupta and Mrs. Pooja Dev. will no longer serve as a member of the

IOAE, so now onwards the twelve members will constitute the IOAE of Columbia College.

1. Regarding NAAE Peer Team Visit the Principal intimated the members that the college has passed the pre-qualification stage for the Peer Team visit. He further informed that the NAAE Peer Team visit date has been declared & it is scheduled on 03/07/2023 & 04/07/2023. The Principal suggested to do an overall analysis of all the physical amenities and its maintenance. The NAAC Coordinator was entrusted to inform all stakeholders regarding the Peer Team visit. The student representative of the IOAE was asked to get prepared for cultural programme to be performed during the Peer Team visit.

Principal informed all the members to welcome the NAAE Peer Team & also wish them for the smooth conduct of the NAAE visit.

2. Regarding Publishing e-magazine, the IOAE Coordinator informed the members that the First Annual e-magazine of Columbia College 'Prerna' has been idealized by

the editorial board & will be digitally published soon. The e-magazine will be available in the college website.

3. Regarding restructuring of committee The Principal informed the all the members that the cells & committees of the college will be restructured. He further added that as the frequent meeting of the college's committee regularly disturbs the time schedules it is mandatory to merge some of the committee as it will be practical to handle the committee & will help to smooth operations of all the committees. He further added that the restructured cells & committees will be effective from the new academic session 2023-24. The members agreed on the same.

4. Regarding Planning of activities the IAAE coordinator informed the members that the activities for the Academic calendar 2023-24 will be in accordance with the activities of 2022-23. However she further added that some more activities could be added to the new academic

calendar & thus needed suggestions with the other members. Dr. Abha Subey suggested that some activities regarding multilingualism, Personality Development Programme for Non-Teaching staffs, Environmental conservation related Programmes could be added to the new academic calendar. She also added that women empowerment programmes could also be added to the new academic calendar.

The matter was taken up by the Principal for further discussion to the staff council.

5. Regarding Best Practices of the Columbia college for the academic year 2023-24 the members were suggested to give their suggestion regarding the Best Practices. A few members suggested that Seminar Presentation by the Pupil teachers could be conducted which could enhance their communication skills & also their cognitive skills on various topics. Other members suggested that a few value-added courses like Skill Development Programme, Yoga (for spiritual & mental health) etc. could be conducted.

Mr. Harjeet Singh Thra suggested

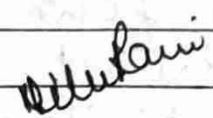
that a series of guest lectures could be conducted in which eminent speakers could be invited, as it will provide valuable information to the students & will also help to create a learning culture among the students. The members agreed on the same & the Principal added that further discussion with the staff members could finalize the all the activities for the Best Practices.

6. Dr. Abha Dubey suggested that some activities to strengthen the alumni activities could be added to the new academic year. The Principal agreed on the same & all other members also agreed that the alumni association of the college should be strengthened.

Sign



**PRINCIPAL**  
Columbia College  
Raipur (C. G.)



**IQAE Coordinator**

(20)

SECOND IQAC MEETING  
2022-23

Date \_\_\_\_\_  
Page \_\_\_\_\_

Date: 08/02/2023

Time: 2:30 PM

Place: Board Room.

Agenda:-

1. To read and confirm the minutes of the last meeting.
2. Presentation of the action taken report against the last meeting.
3. Regarding the status of NAAC cycle-I.
4. Regarding Alumni Association formation.
5. Regarding the committee activities.
6. Any other matter with permission of the chair.

The second meeting of IQAC (session 2022-23) was held on 08/02/2023 (Wednesday) at 2:30 PM in the Board Room.

Chairperson of the IQAC, Principal Dr. Arun Kumar Dubey welcomed the members present in the meeting.

The following IQAC members were present

S.No

Name

Signature

1. Dr. Arun K. Dubey



- 2. Mr. Harjeet Singh Hura. H. Singh
- 3. Mr. Jay Kumar Khatri J. Khatri
- 4. Mr. Rajesh Kumar Absent
- 5. Mr. Kirti Vyas Absent
- 6. Mr. Vivekranjan Gupta V. Gupta
- 7. Dr. Abha Dubey A. Dubey
- 8. Ms. Rekha Yadav R. Yadav
- 9. Mrs. Nitu Rani Nitu Rani
- 10. Mrs. Pooja Devi Absent
- 11. Mrs. Ranjana Thakur R. Thakur
- 12. Mrs. Sushree Mahapatra S. Mahapatra
- 13. Mr. Pushpraj Sen. P. Sen

⇒ Points discussed in the meeting are as follows: -

- 1. The minutes of the last meeting were read and confirmed.



2. The IQAC coordinator presented the Action Taken Report on the last meeting's agenda.

3. Regarding the NAAC cycle-I, it was informed to all the IQAC members that the college has submitted its IQA on 30.09.2022 and on 13.10.2022 the IQA was accepted by the NAAC.

After the IQA acceptance, the SSR for the NAAC cycle-I was also submitted on 27.12.2022.

The Principal also informed the members that the process of DVV and SSS has also been completed and now the college is gearing-up for the NAAC peer team visit.

4. Regarding the Alumni Association of the college, Principal Dr. Arun Kumar Dubey (Chairperson of the IQAC) showed his concern regarding its formation. He wanted some suggestions with the members for the active involvement of the alumni of the college & also regarding the Alumni Association membership fee. In this regard Mr. Harjeet Singh Hura (Management Member) suggested that the

Alumni Association of the college could be active by conducting frequent meetings with the Alumni Association Committee members. The meeting could be helpful in the formation of Alumni Association of the college.

Regarding the Alumni Association membership fee Mr. Hura suggested that the membership fee for the Alumni Association could be deducted from the caution money of the final semester or final year students, so that regular flow of fee could be generated & the college's Alumni Association could be active. The members also agreed on the same. The Principal told the members that the college will plan to execute the aforesaid suggestion.

5. The activities undertaken by the different committees were read out & presented before the committee members by the IQAC coordinator. It was appreciated by the members

6. With the permission of the chair, the IQAC coordinator read out the circular issued by the NCTE (dated 18/01/2023) regarding conducting theme & month wise programme to celebrate Azadi



Ka Amrit Mahotsava. All the members gone through the circular. The Principal Mr. Arun Kumar Dubey told that he wanted some suggestions regarding the activities. The members after going through the circular suggested monthwise activities for celebrating Azadi Ka Amrit Mahotsava programme.

Sign:-

PRINCIPAL  
Columbia College  
Raipur (C. G.)

Nilupani

IOAE Coordinator

# FIRST IQAC MEETING (2022-23)

(16)

Date: 23/09/2022

Time: 2:30 PM

Place: Board Room

## Agenda :-

1. To read and confirm the minutes of the last meeting.
2. Presentation of Action Taken Report against the last meeting.
3. Regarding restructuring of IQAC.
4. Regarding redesigning of website.
5. Regarding submission of IQA<sup>2</sup> and SSR.
6. Regarding guest lecture.
7. Regarding the committee activities undertaken after the fourth IQAC meeting (session 2021-22)
8. Any other matter with permission of the chair.

The first meeting of IQAC (session 2022-23) was held on 23/09/2022 (Friday) at 2:30 PM in the Board Room. Chairman of IQAC, Principal Dr. Arun Kumar Dubey welcomed the members present in the meeting.



The following IQAC members were present

S.No	Name	Signature
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1.	Dr. Anun Kumar Subey	
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2.	Mr. Harjeet Singh Hura	
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3.	Mr. Jay Kumar Khatri	
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4.	Mr. Rajesh dunia	
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5.	Mr. Kirati Vyas	
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6.	Mr. Vivekranjan Gupta	Absent
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7.	Dr. Abha Subey	Absent
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8.	Ms. Rekha Yadav	
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9.	Mrs. Nilu Rani	
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10.	Mrs. Pooja Dev	
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11.	Mrs. Ranjana Thakur	
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12.	Mrs. Sushree Mahapatra	
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13.	Mr. Pushpraj Sen	
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⇒ Points discussed in the meeting are as follows:-

1. The minutes of the last meeting were read and confirmed.
2. The IBAE coordinator presented the Action Taken Report on the last meeting's agenda.
3. It was informed to all the members of the IBAE that IBAE has been restructured. The new members were welcomed by the all other members of the IBAE.
4. It was decided that the college website will be redesigned following the NAAC guidelines.
5. It was decided that the college will submit the IIAA on or before 30<sup>th</sup> September and will submit the SSR after the IIAA acceptance.
6. It was decided to conduct guest lecture on Nai-Talim or some other topic relevant for B.Ed students.



7. The activities undertaken by the different committees were read out & presented before the committee members. It was appreciated by the members.

8. It was suggested by Mr. Kirti Vyas to organise screening of some educational movies for the students so that they could be entertained & could be motivated. Thus the members decided to organise educational movies for the students in every two to three months.

The meeting was concluded at 4:15 PM

sign

Principal

PRINCIPAL  
Columbia College  
Raipur (C. G.)

IAAE Coordinator

Nitika