IQAC Meeting: 2022-23

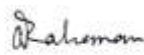### Date of the meeting: 15.09.2022

Agenda:

1. New Add-on courses
2. Discuss about the attainment of CO and PO
3. Issue regarding cyber zone, MOU, library software
4. Feedback form collected

MINUTES OF THE MEETING

1. The house discussed the introduction of an Add on course and requested the authority to take necessary action. The IQAC coordinator submitted a list of add-on courses, which was approved by the house and requested the principal to initiate the process in the higher administration body.

2. Monitoring the achievement of Course Outcomes (COs) and Program Outcomes (POs) across different departments was emphasized, ensuring alignment with educational objectives and standards.

3. Discussions were held regarding issues concerning the cyber zone, MOU agreements, and library software, reflecting a comprehensive approach toward addressing various aspects of campus infrastructure and resources.

4. Feedback forms were collected from all stakeholders to gauge student progress, reflecting a commitment to continuous improvement and ensuring alignment with educational objectives.

ACTION TAKEN REPORT

1. For 2nd cycle Accreditation the IQAC-NAAC coordination team began meetings with every department in the college
2. Signing of Memorandum of Understanding took place with other college
3. New software incorporated into library
4. Departmental-level workshops were organized to work on PO, PSO, and CO in line with Bloom's Taxonomy of OBE
5. A cyber zone was established for students, providing a dedicated space equipped with necessary resources for their digital activities and studies.
6. The admission process was digitized further, enhancing efficiency and accessibility for applicants through technological advancements in the system.
7. The campus incorporated more green spaces and gardens, enhancing its aesthetic appeal and promoting environmental sustainability for a greener environment.

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Signature of IQAC Coordinator

Co-ordinator
I Q AC
Panchakot Mahavidyalava

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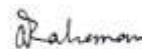
Date of the meeting: 31.01.2023

Agenda:
1. To consider the result of B.A/B.Sc final year students of the last academic session 2022-23
2. Seminar and New Add-on courses
3. 2nd cycle NAAC

MINUTES OF THE MEETING
1. HODs of various departments submitted their B.A./B.Sc results, expressing concern over their performance. The house unanimously decided to take steps to improve student performance by promoting activities and submitting action plans.
2. The college campus will host seminars and introduce new add-on courses, enriching the educational experience and offering additional learning opportunities to students.
3. The second cycle of NAAC accreditation was discussed, with criteria-specific deliberations conducted to ensure thorough understanding and preparation for the accreditation process.

ACTION TAKEN REPORT
1. Seminars onInterview Skills, International Mother Language Day**, YOGA & Meditation, Job Oriented Personality Development, What are the career opportunities in Hotel Management?, Observation of National Science Day, Use of Library Resources,** etc. were organized for students and teachers
2. A two-day seminar on Writing Skills was organized for students
3. Promotion files of several teachers were approved by IQAC
4. A student satisfaction survey was conducted to assess quality enhancement, with result shared with the Principal and management for corrective and enhancive measures
5. The website of college was updated with the new content
6. Many departments were organized add-on course. Total 27 course was done in the year of 2022 to 2023
7. Seminars were conducted on topics related to mental health awareness and professional ethics, fostering holistic development and well-being among students and faculty.

Signature of IQAC Coordinator

Co-ordinator
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Panchakot Mahavidyalaya