

IQAC (Internal Quality Assurance Cell)

Minutes of the meeting Ist- 2021-22

Date of the meeting :- 08 July, 2021

Venue of the meeting :- Meeting Room

Time of the Meeting :- 2:00 PM

Agenda of the meeting :-

1. To review and confirm the minutes of the last meeting.
2. To prepare Academic Calendar for session 2021-22
3. To plan the admission process for the new session 2021-22.
4. To constitute various committees to run the college in an efficient/smooth manner.

NAAC/IQAC Coordinator Mr. Sanjay Kumar welcomed and briefed the committee members about the agenda. IQAC members, after exchange of ideas and thoughts made the following resolutions :-

Agenda 1 :- To review and confirm the minutes of the last meeting.

Resolution :- The Coordinator read the minutes of earlier meeting and the minutes were reviewed by the members.

Agenda 2 :- To prepare Academic Calendar for session 2021-22.

Resolution :- IQAC members suggested some activities that can be organize through out the year to the In-charges of different departments and their main focus was on how to improvise the quality in terms of academic as well as out come based activities.

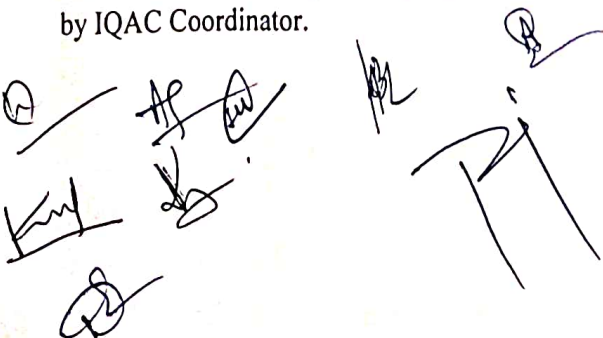
Agenda3 :- To plan the admission process for the new session.

Resolution :- The IQAC Coordinator requested to all the In-charges of departments for giving a lay out of the admission process and suggestion to conduct this work smoothly. After the suggestions and discussion admission committees were formed department wise and work was assigned to them.

Agenda 4 :- To reconstitute various committees to run the college in an efficient manner.

Resolution :- In the meeting IQAC Chairman, Dr. T.N. Mishra discussed about the modus or tact's how to run the college activities smoothly. It was decided that various Committees would be constituted for smooth functioning of the college. Committees such as Proctorial Board/Grievence Cell & Redressal Cell/Principal, E-Mail, Website & Portal, Cultural Activity/National & International Day Celebration/Festival Celebration, Counseling & Placement Cell, Personality Development, Student Mentoring, Feedback & Students Satisfaction Survey, Prize Distribution, Library Committee, Anti Ragging Cell, Internal Compliant Cell, S.C. & S.T. Cell, Minority Cell, OBC Cell and many more were reconstituted and these committees were approved by IQAC Chairman Dr. T.N. Mishra

All the members of IQAC fully agreed with all the Agenda. The meeting ended with a formal vote of thanks by IQAC Coordinator.




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IQAC (Internal Quality Assurance Cell)

Minutes of IInd meeting (2021-22)

Date of the meeting: - 01/09/2021

Venue of the meeting: - Meeting Room

Time of the meeting: - 1.00 PM

Agenda of the meeting: -

- To review and confirm the minutes of the last meeting.
- Appointment of new IQAC member.
- Organize workshop for students to upgrade their technical knowledge.
- To Organize motivational speaking session for students.
- Workshop for ICT & Cyber Crime Awareness.

NAAC/IQAC co-ordinator, Mr. Sanjay Kumar welcomed & briefed the committee members about the agenda. IQAC members, after exchange of ideas & through made the following resolutions.

Agenda-1 : To review and confirm the minutes of the last meeting.

Resolution : The co-ordinator read the minutes of previous meeting which was reviewed & passed by the members.

Agenda-2 : Appointment of new IQAC member.

Resolution : Due to resignation of then IQAC member, Ms. Vertika Agarwal, from the college. The IQAC chairman, T.N.Mishra & IQAC co-ordinator, Mr. Sanjay Kumar appointed, Smt. Deepali Kapoor Suri as new IQAC members.

Agenda-3 : Organize workshop for students to upgrade their technical knowledge.

Resolution : In the meeting Mr. Anuj Kumar Garg, Incharge Dept. of Commerce and Business Administration suggested that for enhancing the knowledge of students, workshop should be conducted. On his recommendation it was decided that the workshop on Digital Marketing would be conducted for BBA students along with it workshop on Python and Android for BCA students would also be organized to improve the advance technology knowledge among




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students. For these workshops responsibility was given to Mr. K.P Sharma. It was decided that MOU will also be signed with the concerned agency to organize such advance level programs during the whole session.

Agenda-4 : Organize motivational speaking sessions for students.

Resolution : In the meeting the IQAC chairman Dr. T.N. Mishra raised the issue of lacking of motivation in the students. At this Mr. K.P. Sharma, Incharge Biotechnology department suggested that motivational speaking sessions can be conducted for the student. He suggested the name of some motivational speakers and it was decided that mode of session can be either offline or online. Responsibility of conducting these sessions was given to Dr. Anita Rani Gupta, HOD, Department of Teacher Education.

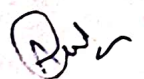
Agenda-5 : Workshop for ICT & Cyber Crime Awareness.

Resolution: The IQAC Member, Dr.H.S.Bhati emanated the issue of cyber crime and lack of awareness regarding it. He suggested that faculty members and students should be made aware of it . After observing this concerned issue, it was decided by Dr. T.N. Mishra , Chairman IQAC that separate ICT awareness sessions should be conducted for faculty members and students. The responsibility to organize such sessions was given to Mr. Puneet Kumar, Member, IQAC.



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A.R. Gupta



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Minutes of IIIrd meeting (2021-22)

Date of the meeting: - 23/11/2021

Venue of the meeting: - Meeting Room

Time of the meeting: - 11.00 AM

Agenda of the meeting: -

- To review and confirm the minutes of the last meeting
- To celebrate the golden jubilee of college.
- Up gradation of computer lab in the Department of Computer Science.
- Maintenance of the college campus.
- Shifting of existing source of energy to the eco-friendly source of energy.

NAAC/IQAC coordinator, Mr. Sanjay Kumar welcomed and briefed the committee members about the agenda. IQAC members, after exchange of ideas and thoughts made the following resolutions:-

Agenda-1: - To review and confirm the minutes of the last meeting

Resolution: - The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members.

Agenda-2 : To celebrate the golden jubilee of college.

Resolution : In this meeting along with the chairman Dr.T.N.Mishra and NAAC co-ordinator, Sanjay Kumar management committee member Mr. Lalit Kumar Singhal were presented. The main agenda of this meeting was how to celebrate the golden jubilee of the college. College completed its 50 years in 2020 but due to Covid it was not possible to celebrate. In the meeting Chairman, Dr.T.N.Mishra demanded suggestions from the faculty members & committee members on how to celebrate golden jubilee to make it memorable. Different suggestions were given & it was decided that both campuses will celebrate it together from 23rd to 27th December.

- It was decided that various events and activities such as Sports Meet, Kavi Sameelan, Speech Competition, Rangoli Making Competition will be held on golden jubilee for which different committees were formed to make the program a big success.


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- It was decided that the program will start from IP College Campus I on 23rd December and for this Mr. Kushal Pal Sharma was appointed as co-coordinator. For the Rangoli Making Competition responsibility was given to Mr. Sanjay Kumar. Photo Gallery will also be displayed depicting the journey of college from the starting till date and again Mr. Sanjay Kumar was selected as co-ordinator. Sports meet's responsibility was given to Dr. Anita Rani Gupta. Decoration Committee & Prize Distribution Committee will work under Dr. Anita Rani Gupta. Cultural Committee will be held under the supervision of Mrs. Nidhi Gupta. Stall Committee & Refreshment Arrangements will be done by Mr. Anuj Kumar Garg. Tent and Seating Arrangements will be the responsibility of Dr. H. S. Bhati.
- List of committees is attached here with.

Agenda-3: - Up gradation of computer lab in the Department of Computer Science.

Resolution: -The IQAC coordinator, Mr. Sanjay Kumar said that technology is evolving at an exponential rate with frequent advancements and updates. It has become so much more important to stay upgraded and updated with these advancements more than ever. As the days pass by, it is essential that our computer labs are also updated with the latest OS and software's for which it was decided by the IQAC members that computer labs will be upgraded with the latest operating system and software's. It will also be helpful to the students as they will be aware and familiar with the latest operating system, computer applications and software's.

Agenda-4: - Maintenance of college campus.

Resolution: -The member of College Maintenance Committee, Dr. H. S. Bhati made some suggestions in the IQAC meeting. He said that the repairing and whitewash in the college happened a long time back and there is a requirement for the whole college to be repaired where ever required and whitewashed.


Mr. Puneet Kumar further said that the entire parking area of college, where the student's vehicles are parked is un-shaded. Due to that the vehicles of students are parked in the heat for the whole day. So he advised is that the student's parking area should be shaded. IQAC chairman, coordinator and all the members have given their consent to this.



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Agenda-5: - Shifting existing source of energy to the eco-friendly source of energy.

Resolution: -At present the diesel generator is being used as a source of electrical energy. Diesel generators have some drawbacks like noise, producing carbon dioxide, nitrogen oxide and other dangerous exhausts that release into the atmosphere due to that pollution level increases. Those concerned about environmental sustainability might find that an electricity connection and solar system are the better replacement of it. Therefore, it is decided by IQAC chairman, coordinator and all the members that college will apply for electricity connection. The college is already using solar system for eco-friendly environment.


A.K.G.









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Minutes of IVth Meeting (2021-22)

Date of the meeting: - 11/03/2022

Venue of the meeting: - IQAC Room

Time of the meeting: - 1.30 PM

Agenda of the meeting: -

- To review and confirm the minutes of the last meeting.
- To Prepare the smart classroom.
- Three days seminar on NEP-2020.
- To conduct Alumni Meet.

NAAC/IQAC coordinator, Mr. Sanjay Kumar welcomed and briefed the committee members about the agenda. IQAC members, after exchange of ideas and thoughts made the following resolutions:-


Agenda 1: - To review and confirm the minutes of the last meeting.

Resolution: - The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members.

Agenda-2: - To prepare the smart classroom.

Resolution: - During the pandemic, we have seen a noticeable increase in educational standards, advancements and innovations in the field of education. Schools and other educational institutions have adopted modern teaching methods through virtual whiteboards, projectors, and other audio/visual components. All these elements of a smart class make learning fun and interesting for the students and enable teachers to teach effectively.

Smart classes help in developing interest among students and avoid boredom. The use of smart technology in the class attracts students' attention by displaying animated media, such as videos, pictures, and audio which creates better learning outcomes. Keeping all the usefulness of smart classroom and demand of the time, IQAC members decided that a smart classroom should be prepared in our college also.


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Agenda-3 : Three days seminar of NEP-2020

Resolution : The IQAC Chairman Dr. T.N. Mishra highlighted the agenda of Govt. regarding NEP-2020. Dr. Anita Rani Gupta also told that the new policy replaces the previous National Policy of Education, 1986. She said this policy is a comprehensive framework for elementary education to higher education as well as vocational training in both rural and urban India. The policy aims to transform India's education system by 2030. But to understand all the aspects of this policy is not an easy task for the faculty members. So it was decided a three day seminar would be conducted on NEP 2020. Responsibility of this was given to Dr. H.S.Bhati and Dr. Pramod Kumar Rajput. It was also decided that a book will also be published on the basis of the papers presented by the attendants. Resource persons such as Prof.(Dr.) P.K.Mishra, Director, Higher Education Policy Research Centre, National Institute of Educational Planning & Administration, New Delhi, Dr. Gaurav Singh, Assistant Professor, School of Education, Indira Gandhi National Open University, New Delhi and Prof. (Dr.) Kaushal Kishore, Head & Former Dean, Dept. of Teacher Education, Central University of South Bihar, Gaya, Bihar were suggested by the IQAC members.

Agenda-4 : To conduct alumni meet.

Resolution : The IQAC co-ordinate Mr. Sanjay Kumar gave a proposal to conduct Alumni Meet. According to him the purpose of alumni meet is to foster a sense of community among alumni, while supporting a sense of connectedness back to the institution feeling. Alumni meet will help new professional, or visit with people they have met before, to establish or renew friendships and acquaintances. To fulfil this purpose the responsibility was given to Dr. Anita Rani Gupta, HOD of Teacher Education department and a team was also formed under her observation.

A.K. Gupta
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