

Principal Office, Raja Bhoj Government College, Katangi, Balaghat (M.P.)

(ACCREDITED WITH "C" GRADE BY NAAC)

Phone 07630-250087

Email: hegckatbal@mp.gov.in

Website: [www.mpgov.in/highereducationge/katangi](http://www.mpgov.in/highereducationge/katangi)



## AQAR for Academic Session: 2022-23

### 6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

### Upload Any Additional Information

#### Document Details:

1. The first meeting of IQAC is conducted on 08/07/2022 (MINUTES OF THE MEETING) Page no. 01-02
2. The Second meeting of IQAC is conducted on 15/11/2022 (MINUTES OF THE MEETING) Page no. 03-04
3. The third meeting of IQAC is conducted on 29/03/2023 (MINUTES OF THE MEETING) Page no. 05-06

  
**PRINCIPAL**  
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6.5.1

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No./IQAC/M-I/2022

Katangi, Date:02/07/2022


### NOTICE

All faculty members are hereby informed to attend the first meeting of IQAC for the Academic Session 2022-23 being organized on 08.07.2022 at 03:00 PM onwards in Staff Room (Room No-28). The agenda for the meeting is as follows –

- Constitution of the College Level Committees for the Academic Session 2022-23.
- New Education Policy for the newly admitted 1<sup>st</sup> Year Undergraduate Students and 2<sup>nd</sup> Year Undergraduate Students in this college.
- Discussion on organizing events during the session 2022-23, as per the College's Academic Calendar.
- NAAC related other important points.

  
IQAC Coordinator

  
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No./IQAC/MM-I/2022

Katangi, Date 08/07/2022

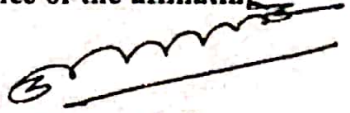
### MINUTES OF THE MEETING

The First Meeting of IQAC is conducted on 08.07.2022 during 03:00-05:00 PM in Staff Room (Room No-28) in presence of Principal and all faculty members of this college to discuss thoroughly on the given agenda points and take decisions on the same. The following decisions were taken in this meeting –

- For the smooth decentralization of work flow in this college, College Level Committees should be constituted. These committees shall be responsible to complete the tasks handed over to them. Further, these committees will organize their meetings, and keep a record of the same.
- Under the implementation of National Education Policy (NEP)-2020 in this college, all faculty members are directed to inform the UG 1<sup>st</sup> & 2<sup>nd</sup> Year Students about the NEP-2020 and its outcomes.
- Faculty members of this college are assigned as Class Coordinators for Undergraduate Students in NEP-2020 and Old yearly pattern and also for Post Graduate Classes. Further, these Coordinators are directed to create WhatsApp Group for each class and circulate information among the students.
- All HOD's and subject teachers are hereby informed to prepare the lists of Slow and Advanced Learner as well as Class Time-Table for M.Sc./M.A. I Semester students in this college.
- To prepare guidelines for conducting Internal Examination in Continuous and Comprehensive Evaluation Method following the regulations and ordinance of the affiliating university and Department of Higher Education (M.P.)

  
IQAC Coordinator

  
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No./IQAC/M-II/2022

Katangi, Date: 12/11/2022


**NOTICE**

All faculty members are hereby informed to attend the *Second Meeting* of IQAC for the Academic Session 2022-23 is being organized on 15.11.2022 during 03:30-05:30 PM in Staff Room (Room No-28). The agenda for the meeting is as follows –

- Organize various Academic Excellence Activities under World Bank Project (MPHEQIP) Le. Webinar / Seminar / Workshop / Expert Lecture/ Skill Development Program etc. [Ref. Letter No. 1903/W.B.Project/2022, Dated 14.07.2022 of State Project Directorate, RUSA Higher Education Department M.P. Bhopal].
- Preparation of Working Plan, Institutional Strategic Plan, and Institutional Goals for getting better grade in next cycle of Accreditation by NAAC. [Ref. Letter No. 2727/W.B. Project/2022, Dated 10.11.2022 of State Project Directorate, World Bank Project, Higher Education Department M.P. Bhopal].
- Employing ICT Tools in Teaching-Learning.
- NAAC related other important points.

  
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No./IQAC/MM-II/2022

Katangi, Date: 15/11/2022


### MINUTES OF THE MEETING

The Second Meeting of IQAC is conducted on 15.11.2022 at 03:30-05:30 PM in Staff Room (Room No-28) in presence of Principal and all faculty members of this college to discuss thoroughly on the given agenda points and take decisions on the same. The following decisions were taken in this meeting –

- As per the Letter No. 1903/W.B. Project/2022, Dated 14.07.2022 of State Project Directorate, RUSA Higher Education Department M.P. Bhopal; it has been decided that the following Academic Excellence Activities to be organized during the session 2022-23: Two Days National Seminar, One Day National Workshop, Expert Lectures, and Skill Development Programs in Sewing & Stitching and Judo-Karate.
- As per the Letter No. 2727/W.B. Project/2022, Dated 10.11.2022 of State Project Directorate, World Bank Project, Higher Education Department M.P. Bhopal. The IQAC committee will prepare the Working Plan, Institutional Strategic Plan, and Institutional Goals for getting better grade in next cycle of Accreditation by NAAC.
- All HOD's and Faculty members were informed to compulsorily adopt ICT Tools in Teaching-Learning to enhance the quality of content delivery in classes.
- NAAC related general queries were discussed.

  
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No./IQAC/M-III/2023

Katangi, Date:27/03/2023

### NOTICE

All faculty members are hereby informed to attend the *Third Meeting* of IQAC for the Academic Session 2022-23 being organized on 29.03.2023 at 03:30-05:30 PM in Staff Room (Room No-28). The agenda for the meeting is as follows –

- Preparation of Academic Calendar for the Academic Session 2023-24.
- To determine the student intake (seats) program-wise for the Academic Session 2023-24.
- Preparation of Action Plan of IQAC for the Academic Session 2023-24.
- Organizing "College Chalo Abhiyan" for Academic Session 2023-24.
- Preparation of the List and Time Tables for Slow and Advanced Learners for First Semester Post Graduate Students in Academic Session 2023-24.
- For the undergraduate students under New Education Policy-2020, preparation of Bridge Classes and Induction Classes.

**IQAC Coordinator**

**Principal**

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No./IQAC/MM-III/2023

Katangi, Date:29/03/2023

**MINUTES OF THE MEETING**

The First Meeting of IQAC is conducted on 29.03.2023 at 03:30-05:30 PM in Staff Room (Room No-28) in presence of Principal and all faculty members of this college to discuss thoroughly on the given agenda points and take decisions on the same. The following decisions were taken in this meeting –

- Criterion-I Coordinator Dr. Nikhat Khan will prepare the College Level Academic Calendar for the Academic Session 2023-24 following the guideline of Higher Education M.P. and Raja Shankar Shah University Chhindwara.
- Admission Incharges & HOD's will determine the student intake (seats) program-wise for the Academic Session 2023-24.
- As per the suggestion obtained during the previous NAAC Peer Team Visit and NAAC Criterion Coordinators of this College during the session, IQAC Committee will prepare the Action Plan of IQAC for the Academic Session 2023-24 to obtain a better grading in next cycle of Accreditation.
- Basic outline of the programs to be organized under the "College Chalo Abhiyan" for Academic Session 2023-24 were chalked out so that the student intake for the upcoming session shall increase.
- After the Admission of Post Graduate Students in First Semester in session 2023-24, all HOD's will prepare the List and Time Tables for Slow and Advanced Learners nurture the students' abilities and their talents.
- For the undergraduate students under New Education Policy-2020, the Time-Table Committee will prepare the Time-Table of Bridge Classes and Induction Classes.

**IQAC Coordinator**

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