Session: 2020-21

### **Ist Meeting Minute**

Under the chairmanship of Principal in first Meeting of IQAC was held on <u>13/07/2020</u> in Principal Office and following decision were made:-

- 1. To prepare the academic calendar 2020-2021 and to work accordingly.
- 2. To plan to organise the programs send by government time to time with regular studies.
- 3. To encourage "FIT India movement"
- 4. Planning of maximum utilisation of RUSA grant.
- 5. Encourage students and faculty for using N-list.
- 6. Preparation for IInd cycle of NAAC.
- 7. Preparation of University Main Examination 2021.
- 8. Updation of College website according to university new admission guideline as well as COVID-19 protocol.
- 9. Planning to organise a national webinar on NEP.

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#### **IInd Meeting Minute**

The members of IQAC committee have resolved following task in the meeting held on 19/10/2020.

- 1. Distribution of work of seven criteria of SSR.
- 2. Monitoring of departmental activities.
- 3. Utilisation of grants sends by UPDHE.
- 4. Planning for the seminar under Mahila Prakoshth.
- 5. Planning for Annual Sports, Rover Ranger camp, youth festival, etc according to Academic Calendar.
- Planning and monitoring for the execution of Youth festival & annual function.
- 7. Timely submission of AQAR.
- 8. Preparation of University Imp Examination 2021.
- 9. Planning for health and Vaccination camp.
- 10. Renovation of Auditorium and set up new one Smart Class room
- 11. Automation of library started
- 12. Planning to develop vermin compost Plant.
- 13. Conducting programmes to encourage students for using UPDL.

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#### **IIIrd Meeting Minute**

In meeting of IQAC held on 29/01/2021 at 1:00 pm in principal office and following points are discussed during the meeting:-

- 1. Establishment of Gym, Reading room and one new class room.
- Celebrated different programs (Azadi ka Amrit mahotshav, Chauri- Chaura, Sadak Suraksa Saptaha, Mission Shakti etc) time to time as per government order with regular classes.
- 3. Awareness program for water conservation, plastic free India, cleanliness and for voter's awareness.
- 4. To create Google link for student, teacher & Alumni feedback form.
- 5. Conducted Green Audit for college campus.
- 6. To fill Online AQAR.
- 7. To prepare required certificate for lecturers for CAS form.
- 8. Uploaded E-content on UPDL.
- 9. Encouraged students to develop small working mode/set up on water harvesting.
- 10. Successfully organised all events.
- 11. Monitoring of study tour/field visit.

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#### **IVth Meeting Minute**

The members of IQAC committee have resolved following task in the meeting held on 06/02/2021

- 1. Preparation of University practical and theory examinations.
- 2. Distribution of Teacher's Profile format and feedback form.
- 3. Collection of students/parents Feedback and prepare analytical report.
- 4. Timely submission of DCF.
- 5. Successfully AQAR 2019-20 submitted on 31/01/2021.
- 6. Complete utilisation of grants received by UPDHE & RUSA.
- 7. Encouraged faculty members for online RC/ OC/ STC/ FDP on different portal.
- 8. Proposal to develop a parallel online system with regular classes.
- 9. Proposal to add more e-content on College website.

#### **ACTION TAKEN REPORT**

Session: 2020-21

- 1. Followed the Academic Calendar.
- 2. Timely submission of AQAR of session 2019-20.
- 3. Timely submission of DCF.
- 4. Gym, Reading room and one new Smart Class room were established in college.
- 5. Renovation of Seminar Hall.
- 6. Library Automation started in the library.
- 7. Complete utilization of State grant and maximum use of RUSA grant.
- 8. Entire College family contribute in Covid-19 situation in different ways.
- 9. Proper organisation of Programs assigned by UP, Government along with regular Classes.
- 10. Successfully organised 01 Two days National Webinar on National Education Policy-2020.
- 11. Various programs were organized under the Policy "Mission Shakti "and by women cell for women empowerment.
- 12. API forms for the promotion of teachers were checked and send to directorate.
- 13. E-contents (Teaching\Learning material) were prepared by the teachers and uploaded on College website.

14. Youth festival, Rover-Ranger Camp and NSS Camp were organised successfully.

15. First time Successfully organised Women Cricket match between three college of Budaun by Physical Education Department.