



INTERNAL QUALITY ASSURANCE CELL

Government Post Graduate College, Noida
1 Block, Sector 39, NAAC Accredited B+(2.61)

Date: 10/07/23

AGENDA OF THE MEETING

Internal Quality Assurance Cell of the college is going to have its first meeting of the session 2023-24, on 11/07/2023, in Audio Visual Room at 11:30 am and the agenda of the meeting is as follows:

- To constitute new IQAC and thereon will be the formation of the committees for the session.
- To chalk out the plan for the first-year admission process and faculty wise formation of committees.
- Planning and decisions regarding upcoming B.Ed. Main exam of other centres and University exams of our centre.
- Evaluation of CAS forms of the faculty members who are going to apply for promotion.
- Proposal and demand regarding PM USHA.
- Regarding upcoming various programmes like NCC Fest and Independence Day Celebration.
- Planning and implementation of work related to college maintenance.

Principal/Chairperson IQAC

प्राचार्य
राजकीय स्नातकोत्तर महाविद्यालय
नोएडा

Coordinator IQAC
Government Post Graduate College
Noida

Signature of Coordinator IQAC

Signature of another official

Signature of another official



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Date: 11/07/23

Minutes of the Meeting

All the faculty members attended the meeting. The meeting was chaired and presided by the Principal of the college. The members already knew about the areas to be discussed; hence suggestions were invited regarding the composition of IQAC for this session. Faculty members agreed with the already existing IQAC and proposed the name of new Coordinator. There are some more decisions taken which are mentioned in the minutes below:





- Committee was constituted for the admission of first year students across all faculties/department. Similar committee was also formed for the smooth admission process for all the other remaining classes.
- It was decided to evaluate and check the forms of faculty members who have submitted their forms to IQAC, regarding promotion under the CAS.
- Admission process for the first-year students in all the faculty was discussed and simultaneously coordinators and members for the admission committee were decided.
- Principal and Examination In charge chalked out the examination plan for smooth and fair conduct of examination.
- The college members also decided about the maintenance and repair work to be done, for this Chairperson of the IQAC has directed to mention the kind of work required in the register. Respective committees will ensure whether work has been completed or not.
- Proposal for PM USHA on preliminary basis has to be sent on priority basis as directed by State RUSA.
- Decisions and suggestions were welcomed by all the faculty members regarding upcoming NCC Fst and Independence Day Celebration.

Action Taken Report

- Previous session Achievements/outcomes were evaluated and it was witnessed that many of the tasks and programmes were either accomplished or are still in the process.
- Principal/Chairperson of the college took the decision in previous session regarding publication of book by IQAC on the occasion of 'Azadi ka Amrit Mahotsav' India@75: Achievements, Opportunities and Challenges. The book is almost in the last phase of compilation and editing.
- Many awareness drives were organized all throughout the session and as a result, in the beginning of this session 'Van Mahotsav' plantation drive by Eco Restoration Club was organized.
- Students hosted many programmes and enthusiastically participated in various programmes/events.
- Students at various levels like Inter Collegiate, University, State and National Level.


Principal/Chairperson IQAC

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IQAC Coordinator IQAC
Government Post Graduate College
Noida






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Date: 06/09/23





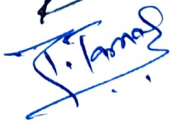
AGENDA OF THE MEETING

This is the agenda for the second major meeting of IQAC. The meeting is going to be held on 08/09/23 in the Principal's office around 1:30 PM. In this meeting, the action taken report of past months will be evaluated and the action plan for the coming months will be delineated. Decisions and suggestions regarding the following programme:

- Theme for 'Urja' college magazine.
- Organization of Hindi 'Diwas' programme.'
- Registration for Hqdarshak and Microsoft Training.
- Programmes related to G20.
- Programme related to Moral Education and Spiritual enlightenment.
- Announcement of 'Reader of the month.'
- CAS form evaluation and visit of panel team.


Principal/Chairperson IQAC

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Date: 08/09/23





Minutes of the Meeting

According to the agenda of the meeting, concerned committee members were present to discuss and implement decisions related to upcoming events and programmes.

- Theme for Urja college magazine was decided.
- Programme for Hindi Diwas was chalked out, starting from 11th September to 14th September. It will include speech, essay writing, poster making and 'Kavi Sammelan' in which Hindi poets will be invited.
- Notice to be shared to students for participation in training programme in digital productivity skills (MS office) and Financial Literacy. For registration google form to be shared.
- Students to participate in G20 related poster, video competition and creation of G20 youth forum.
- Vedic Club youth forum to be created to instil moral values and spiritual enlightenment.
- Information and Library Science department was directed to announce 'Reader of the Month' and display on library notice board.
- CAS promotion panel is regularly visiting for the promotion of faculty members, hence IQAC has to complete all necessary, required documentation.
- MoU's to be signed and linkages to be established.


Principal/Chairperson IQAC

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सरकारी स्नातकोत्तर महाविद्यालय
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Coordinator IQAC
Government Post Graduate College
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Secretary

Member

Member



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Date: 25/11/23

Action Taken Report




Action taken report of previous months was discussed and submitted in the month of November. This report will also cover all the work done which were not covered in the meeting held in the month of September, however some decisions were taken according to the requirement of the college at regular intervals and regarding them meetings were held. The report is as follows:

- CAS promotion related panel visited college and screening/evaluation of forms of faculty members was done.
- One week programme of Hindi Diwas was successfully organized followed by a grand 'Kavi Sammelan.'
- Students made posters on G20, which were displayed on the board and also made videos which were posted in respective class groups.
- Gandhi Jayanti and Lal Bahadur Shastri Jayanti was celebrated with 'Swachatta Abhiyaan.' 'International Non-Violence Day' was also celebrated.
- On 10th October Annual Youth Festival – 'Udaan' was organized for wellbeing of the youths.
- Admission of 2nd year and 3rd year UG classes as well as of 2nd year PG classes are going on.
- Internal Examination of various disciplines are going on.
- Committee on Mission Shakti is regularly organizing awareness and gender sensitization programmes.
- MoU with two organizations were signed


Principal/Chairperson IQAC

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Date: 10/01/24

AGENDA OF THE MEETING

Government Post Graduate College Noida endeavours to get itself prepared for NAAC third cycle. To complete all the pending AQAR and documentation work, meeting is being organized on 12/01/2024 in which committees will be revised according to the criterion and the new members who have joined college in past months. Review of other work/events/programmes carried out will also be done. The meeting will be presided by Principal/Chairperson in the Principal office at 11:00 am and will be attended by all the IQAC members.

Principal/Chairperson IQAC

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IQAC COORDINATOR
Coordinator IQAC
Government Post Graduate College
Noida

Dr. Kelly
Dhanu

Dr. Pooja

Dr. S. Tanna



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Date: 12/01/24

Minutes of the Meeting





The agenda of the meeting was approved by the Principal/Chairperson of the IQAC and was circulated among all the faculty members. In the meeting IQAC members and senior faculty members were present and with the suggestions of all the members criterion wise work of AQAR and SSR was allocated and status of NIRF and AISHE was also discussed, so that work can be completed in stipulated time.

- AQAR Institutional Data, Extended Profile, IIQA to be done by the IQAC Coordinator and AISHE Committee.
- Criterion 1 will be completed and submitted under the guidance of Prof Dinesh Chand and Lt(Dr) Suksham Rani Aneja, Dr Priya Singh.
- Criterion 2 will be headed by Prof Shelly Shrivastava and members Ms. Anita Kumari, Dr Pratibha Yadav, Dr Neetu Awasthi
- Criterion 3 will be Coordinated by Dr Shalini Soni, with the members Dr Aparna and Ms Parul A Kaushik.
- Criterion 4 will be Coordinated by Dr Anjani Rani and members will be Dr Manju Jain & Dr S.P. Singh.
- Criterion 5 will be headed by Prof Manju Shukla and members will be Dr Ravikant and Dr Priya Bajaj.
- Criterion 6 will be Coordinated by Dr Yachna Tyagi and members will be Dr Kavita S Chaudhary and Dr Dileep Kumar.
- Criterion 7 will be Coordinated by Dr Sanghmitra and members will be Dr Renu Tomar and Dr Dharmendra Kumar.

All the work is to be completed by the month of march 2024.


Principal/Chairperson IQAC

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Date: 30/01/24

Action Taken Report

The actions which were taken on the agenda and the minutes passed in previous meetings are as follows:

- All the faculty members were given the required formats for AQAR and SSR.
- NIRF and AISHE data was uploaded in stipulated time and corresponding report and certificate was downloaded.
- Meetings with criterion members were held.
- Office Superintendent and other staff was directed to provide necessary information to all the faculty members as and when required for filling necessary documents/templates.
- Maintenance and campus upgradation work is going on. At many places canopies have been installed and plastic banks have been placed.
- The IQAC Coordinator will be on Child Care Leave hence review meeting of work done will be held online on google meet platform.

Principal/Chairperson IQAC

प्रिन्सिपल
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नोएडा

Prin. Chisra

Coordinator IQAC

GOVERNMENT POST GRADUATE COLLEGE
NOIDA

Prin. Chisra

Prin. Chisra

J. Tanna



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Date: 12/02/24

Agenda of the Meeting

Agenda of the meeting was discussed by the Principal with all the other staff members and it was decided to have following points under consideration:

- Events and programmes to be organized
- Review of NAAC work
- Completion of Staff Statement
- Review of all accomplished work
- Participation of Faculty members in FDP
- Edited book publication status.


Principal/Chairperson IQAC
GOVERNOR
Government Post Graduate College
Noida













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Date: 19/02/24

Minutes of the Meeting

Online meeting was conducted on Google Meet platform and review of work done regarding NAAC was done. The problems which were being encountered by faculty members were discussed and issues were addressed. In the meeting following points were highlighted:

- AQAR related work was reviewed and further instructions were given to faculty members.
- All the staff members were directed to upload the internal marks on University Exam portal, if it has still not been done.
- It was decided to organize annual sports as soon as semester exams are over.
- Departmental activities and competitions to be organized as and when exams are over.
- Strategy and plan was also made to conduct upcoming Nursing exam.
- Faculty members to give application well in advanced to attend FDP.
- CAS promotion related applications to be submitted at least 15 days before the panel date is announced.


Principal/Chairperson IQAC

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Date: 30/04/24

Action Taken Report

This action taken report is based on the work accomplished after the meeting of IQAC held in the month of February 2024. The report is as follows:

- Some criterion reports were submitted
- Week long annual sports was successfully organized and prize were distributed. College invited Arjun Awardee as Chief Guest for the occasion.
- Departmental activities like Commercial and Econosphere were organized.
- All the departments organized departmental competitions and prize were distributed.
- Cultural programmes were organized.
- Students were imparted skill training by Haqdarshak in collaboration with Microsoft.
- MoU's were signed and patents were granted.
- Edited book was published and is available on Amazon and Flipkart.
- Beautification and upgradation of campus was being done on regular basis.

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