



Jaywanti Haksar Government Post Graduate College, Betul
Internal Quality Assurance Cell

No. IQAC/M-07/2021

Date: 03.08.2021

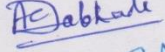
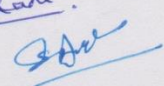


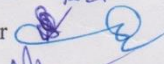

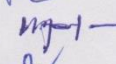


Minutes of the Meeting of IQAC held on 03.08.2021

The meeting of the Internal Quality Assurance Committee with the teaching staff of the college was held in the Vivekananda Hall on 03.08.2021 at 3:00 pm.

Agenda:

1. Sever Criteria of NAAC Assessment process
2. Use of ICT in Teaching - Learning Process
3. Mentoring Activities
4. Webinars on Research Methodology and Intellectual Property Rights
5. Programme and Course Outcomes
6. Research Ambience
7. Library as a Learning Resource
8. Memorandum of Understanding
9. Registration of Alumni Association
10. Capacity Building and Skill Development Activities
11. Professional Development/ Administrative Training Programmes
12. Funds from Non-Government Bodies
13. Disabled - Friendly Environment
14. Constitutional Obligations

The following professors, associate professors, assistant professors, guest faculties, librarian and sport officer were present in the meeting:

1. Prof. Ashok Dabhade 
2. Dr Sukhdev Dongre 
3. Dr Salil Dubey 
4. Prof H.K. Deshpande 
5. Prof B.R. Khatarkar 
6. Mr Viraj Pandey 
7. Prof M.R. Wagadre 
8. Dr Subhash Khatarkar 
9. Dr Eknath Nirapure 

10. Prof M. Sallam
11. Prof Y. K. Sarle
12. Dr Manoj Ughade
13. Prof Raja Atulkar
14. Dr Chandrashekhar Meshram
15. Dr Pranaya Tiwari
16. Prof Mukesh Pandole
17. Prof Santosh patil
18. Prof Sanjay Kumar Vishvkarma
19. Prof Nidhish Kumar Mishra
20. Prof Prahlad Kamdi
21. Prof Santosh Pawar
22. Prof Mahendra Nawange
23. Prof Rajkumar Chokikar
24. Prof Rahul Singh Thakur
25. Prof Manish Manker
26. Prof Shiv Kumar Choudhary
27. Prof Lalit Dhandole
28. Dr B.D. Nagle
29. Prof G.R. Rane
30. Prof Rajendra Waghmare
31. Prof Rajesh Sheshkar
32. Dr Manohar Gawande
33. Prof Manoj Kumar Ghorse
35. Dr G.P. Sahu
36. Prof Pankaj Baraskar
37. Dr Rashami Agrawal
38. Prof Kirti Varathe
39. Prof Deepika Sahu
40. Prof Shiv Prakash Pawar
42. Dr Ritu Sahu
43. Dr Sonali Saini Sahu
44. Miss Neelima Peter
45. Dr Archana Mishra

46. Mrs Sunita Gadekar *Sunita*
 47. Dr Poornima Atulkar
 48. Prof Archana Sonare *Archana*
 49. Dr Ranjita Barkhaniya *Ranjita*
 50. Dr Pragati Dongre *Pragati*
 51. Dr Meena Doniwal *Meena*
 52. Dr Kamlesh Ahirwar *Kamlesh*
 53. Dr Abha Verma *Abha*
 54. Dr Anita Soni *Anita*
 55. Dr Dharmendra Kumar *Dharmendra*
 56. Dr Jyoti Sharma *Jyoti*
 57. Miss Neetu Rani *Neetu Rani*
 58. Miss Sonali Wagadre *Sonali*
 58. Mr Suryadeep Chourasiya *S. Chourasiya*
 59. Mr Ashish Pandey *Ashish*
 60. Mr Sunali Hirani
 61. Prof Usha Dwivedi *Usha*

The Committee deliberated on the following issues:

1. Sever Criteria of NAAC Assessment process:

The coordinator of institutional NAAC committee Dr. Meenakshi Choubey explicated the seven criteria of NAAC assessment process. She also informed about the weightages given to all the metrics.

2. Use of ICT in Teaching - Learning Process:

The committee insisted on the increase in the use of ICT in teaching learning process. All the professors were instructed to prepare video lectures/ PPTs on the topic of their syllabi and upload them on YouTube for the benefit of the students.

3. Mentoring Activities:

It was decided to enhance the number of activities related to mentoring.

4. Webinars on Research Methodology and Intellectual Property Rights:

Keeping in mind the weightage given by NAAC to webinars and workshops on research methodology, it was decided to organise webinars/ workshops on Research Methodology and Intellectual Property Rights.

5. Programme and Course Outcomes:

The HoDs of various departments were Instructed to formulate the programme outcomes and course outcomes and devise methods for their evaluation.

6. Research Ambience:

In order to enrich the research ambience in the institution the HoDs were instructed to subscribe to UGC CARE listed journals for their departments. The faculty members were motivated to get their research papers published in these journals.

7. Library as a Learning Resource:

The librarian was instructed to subscribe to more UGC CARE listed journals.

The process of library automation was disrupted due to technical issues. It was decided to restart the process. The librarian was instructed to complete the process at the earliest.

8. Memorandum of Understanding:

Two MoUs were signed during the session 2020-21. The MoU of the Department of Mathematics was signed with the Department of Mathematics of Institute for Excellence in Higher Education, Bhopal and the MoU of Department of English was signed with the Department of English of Smt Radhabai Sarda Arts, Commerce and Science College, Anjangaon Surji, Amravti, MS.

9. Registration of Alumni Association:

In order to strengthen the Alumni Association, it was decided to complete the process of its registration during the current session.

10. Capacity Building and Skill Development Activities:

For capacity building and skill development of the students, initiatives will be taken to organise workshops/ training programmes on soft skills, language and communication skills, life skills and ICT/ computing skills.

11. Professional Development/ Administrative Training Programmes:

It was decided to organise a few professional development/administrative training programmes for teaching and non-teaching staff of the institution.

12. Funds from Non-Government Bodies:

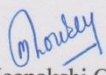
Attempts will be made to receive funds from non- government bodies, individuals or philanthropist during the current session.

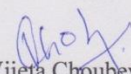
13. Disabled - Friendly Environment:

The committee decided to initiate the process of purchasing some software for creating disabled-friendly environment in the institution.

14. Constitutional Obligations:

Some activities will be conducted to sensitize the students and employees of the institution to the constitutional obligations like values, rights, and responsibilities of citizens.


(Dr Meenakshi Choubey)
IQAC Coordinator


(Dr Vijeta Choubey)
Principal
PRINCIPAL
J.H. GOVT PG COLLEGE
BETUL (M.P.)



Jaywanti Haksar Government Post Graduate College, Betul
Internal Quality Assurance Cell

No. IQAC/M-02/2021

Date: 27.09.2021



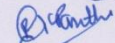


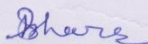


Minutes of the IQAC Meeting



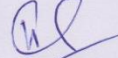
The second meeting of Internal Quality Assurance Cell, for the session 2021-22, was convened on 27th September 2021 at 3:00 pm.

Agenda:

1. Preparation for NAAC Assessment and Accreditation
2. Criterion wise training for the criteria co-ordinators
3. National Education Policy 2020
4. Elective and vocational courses
5. E-content development
6. Academic and Administrative Audit
7. Karate training
8. Collaborative activities
9. Slow and advanced learners
10. POs, PSOs and COs
11. Webinars and invited lectures
12. Vision and mission of the institution
13. *Yuva Shakti Corona Mukti Abhiyan*
14. Revised time-table
15. Learner-centric teaching methodology
16. Self-employment training programmes
17. Academic Calendar

The following members of the IQAC were present in the meeting:

1. Dr Alka Pandey 
2. Dr Chandrashekhar Meshram 
3. Mr Rishikant Panthi 
4. Miss Krishna Gosar 
5. Mr Neeraj Dhakad 
6. Mrs Sheetal Khare 
7. Mr Pankaj Baraskar 
8. Miss Neelima Peter 


9. Miss Sonali Wagdre 
10. Miss Swati Pal 
11. Prof. Usha Dwivedi 

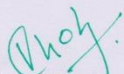
The IQAC deliberated on the following issues:

1. The validity of the institution for NAAC assessment and accreditation has expired on 15th September 2021. The college has to apply for the third cycle of NAAC assessment and accreditation. The AQAR of the previous year has also to be prepared. Therefore, as per the instructions of the State Level NAAC Cell, criterion-wise committees were formed. The members will be instructed to collect the data for previous year's AQAR as well as for the SSR.
2. State Level NAAC Cell organised criterion-wise training for the criteria coordinators and the members from 14th-16th September 2021. The coordinators and the members will be instructed to initiate the quality enhancement activities according to the guidelines provided during the training programme.
3. The National Education Policy 2020 has been implemented by the DHE, MP. The online training for teachers, employees and office staff for NEP 2020 was organised by the college on 27th August 2021 at 4 pm. The IQAC emphasised the need to plan all the activities of the institution in the light of NEP 2020. The IQAC also decided to organise invited lectures on NEP.
4. The IQAC emphasised the need to start new courses for providing the students options of wide range of elective and vocational courses.
5. The Department of Higher Education MP organised the FDP on "Best Practices in Development of E-content" in seven batches for the professors of the state during the months of July and August 2021. The e-content created by these trained professors will be uploaded on the LMS being developed by DHE, MP. The IQAC appreciated the professors of the institution for successfully completing the Faculty Development Programme and assured every kind of assistance to them during the course of e-content creation.
6. The IQAC also appreciated the hard work of the members of Academic and Administrative Audit committee for timely submission of the report of the institution for the state level Academic and Administrative Audit of the institution.
7. The IQAC also discussed the issue of organising *Karate* training for the girls of the institution. The Sports Officer, Dr Neelima Peter was entrusted with the task of conducting the training programme.
8. The IQAC decided to start more collaborative activities through MOUs with other institutions/organisations.
9. The HODs will be instructed to analyse the results of their department and segregate the students into slow learners and advanced learners and plan for their development accordingly.

10. The IQAC decided to instruct the HODs to review the POs, PSOs and COs and ensure the assessment of their attainment.
11. The proposals were invited from the HODs to organise webinars and online invited lectures in the beginning of the session. Online English classes will also be organised.
12. The vision and mission of the institution were reviewed. The members of the IQAC also laid emphasis on the involvement of all the stakeholders in reviewing the vision and mission of the institution.
13. *Yuva Shakti Corona Mukti Abhiyan* was initiated by the DHE, MP for spreading awareness about covid-19 vaccination and other preventive measures. The IQAC reiterated the need to continue with the programme.
14. In the light of the implementation of NEP 2020, the time-table committee will be instructed to revise the time-table.
15. In most of the departments, the teachers are using learner centric teaching methodology such as online video tutorials, ICT based learning, blended learning and experiential learning. The remaining teachers will also be encouraged to incorporate these methodologies in their teaching.
16. Training programmes will be organised for the students for their self-employment.
17. Academic Calendar incorporating sports, NCC, NSS and career calendars will be prepared.

At the end of the meeting, the Principal and the other members of the IQAC congratulated the IQAC Coordinator, Dr Meenakshi Choubey for having been nominated as the Co-coordinator of State Level Validation Board for E-content in English. The meeting ended with the vote of thanks proposed by the Coordinator.


(Dr Meenakshi Choubey)
Coordinator IQAC


(Dr Vijeta Choubey)
Chairperson IQAC



Jaywanti Haksar Government Post Graduate College, Betul
Internal Quality Assurance Cell

No. IQAC/M-03/2021

Date: 08.12.2021



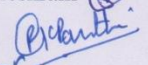
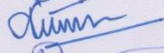
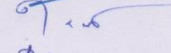
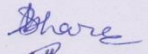




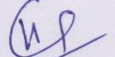
Minutes of the IQAC Meeting

The third meeting of Internal Quality Assurance Cell, for the session 2021-22, was held in the Principal chamber on 8th December 2021 at 3:00 pm.

Agenda

1. Planning for NAAC Assessment and Accreditation
2. Cocurricular activities
3. Committee for monitoring experiential learning
4. Invited lectures, workshops and seminars
5. Health check-up and blood donation camp
6. Voters awareness programme
7. Career fair
8. Augmentation of infrastructure
9. Induction programme

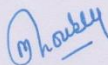
The following members of the IQAC were present in the meeting:

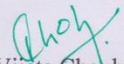
1. Dr Alka Pandey 
2. Dr Chandrashekhar Meshram 
3. Mr Rishikant Panthi 
4. Miss Krishna Gosar 
5. Mr Neeraj Dhakad 
6. Mrs Sheetal Khare 
7. Mr Pankaj Baraskar 
8. Miss Neelima Peter 
9. Miss Sonali Wagdre 
10. Miss Swati Pal 
11. Prof. Usha Dwivedi 

The IQAC deliberated on the following issues:

1. The IQAC prepared a list of the work to be done in the departments for the NAAC assessment and accreditation. The suggestions of the HODs will also be incorporated in the list.
2. Cocurricular activities were being organised through virtual mode, during the pandemic period. In wake of the guidelines of the DHE, MP, to initiate in person classes with hundred percent attendance from 18th November 2021, the IQAC decided to restart sports and other cocurricular activities in the campus and motivate the students to participate in these activities.
3. In consideration of a large number of admitted students, committees will be formed to monitor the project work, internship, entrepreneurship and community service being done by the students of UG first year.
4. In order to enrich the learning experience of the students, more invited lectures, workshops and seminars will be organised.
5. Health check-up camp and blood donation camp will be organised in the institution.
6. Voters awareness programme will be conducted on a large scale.
7. To provide career opportunities to the students, career fair will be organised on Swami Vivekananda Jayanti.
8. In order to augment the infrastructure of science laboratories, proposals for procuring the equipment and instruments will be sent to the DHE, MP.
9. Induction Programme for the new entrants will be organised.

The meeting ended with the concluding remarks of the Chairperson. Vote of thanks was extended by the Coordinator.


(Dr Meenakshi Choubey)
Coordinator IQAC


(Dr Vijeta Choubey)
Chairperson IQAC



Jaywanti Haksar Government Post Graduate College, Betul
Internal Quality Assurance Cell

No. IQAC/M-04/2022

Date: 01.3.2022

Minutes of the IQAC Meeting

The fourth meeting of Internal Quality Assurance Cell, for the session 2021-22, was held in the Principal chamber on 1st March, 2022 at 3:00 pm.

Agenda:

1. Training on new methodology of NAAC assessment and accreditation process.
2. Preparation of Academic and Administrative Audit Report
3. Webinars/ seminars and workshops
4. Training programmes
5. Local Chapter on SWAYAM portal
6. Energy audit of the institution
7. Mega plantation drive
8. Voters Awareness Programme
9. Student help desk
10. College Chalo Abhiyan
11. Infrastructure augmentation
12. Professional training programmes for the non-teaching staff
13. Online feedback from stakeholders and Student Satisfaction Survey
14. World Health Day and International Yoga Day
15. Alumni meeting
16. Action taken report

The following members of the IQAC were present in the meeting:

1. Dr Alka Pandey
2. Dr Chandrashekhar Meshram
3. Mr Rishikant Panthi
4. Miss Krishna Gosar
5. Mr Neeraj Dhakad
6. Mrs Sheetal Khare
7. Mr Pankaj Baraskar
8. Miss Neelima Peter

9. Prof. Usha Dwivedi

10. Miss Sonali Wagdre

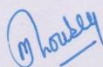
11. Miss Swati Pal

At the outset, Dr Meenakshi Choubey, Coordinator IQAC welcomed the Chairperson, Dr Rakesh Tiwari and all the members of the IQAC. The IQAC deliberated on the following issues:

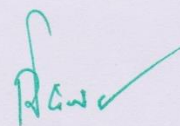
1. The Principal suggested to organise a training for the teaching and non-teaching staff on 'New Methodology of NAAC Assessment and Accreditation Process.' He also emphasised the need to expediate the preparation for NAAC assessment and accreditation process.
2. The institution has to undergo the process of Academic and Administrative Audit for the session 2020-21. The criterion coordinators and members were instructed to collect the data and prepare the report as per the format provided by DHE, MP.
3. Webinars on Gender Equity, Research Methodology and Intellectual Property Rights will be conducted by the Departments of English, Hindi and Commerce.
4. Training programmes will be organised for the students on organic farming, kitchen garden, vermicompost, medicinal plants and nursery along with yoga, exercise and meditation.
5. The institution will open Local Chapter on SWAYAM portal and encourage the students to register for the MOOCs.
6. The energy audit of the institution will be done.
7. Mega plantation drive has already been initiated. All the teaching and non-teaching staff along with the students will be instructed to actively participate in it .
8. Voters Awareness Programme will be continued.
9. Student Help Desk will be established for solving all kinds of the problems of the students.
10. *College Chalo Abhiyan* will be started in the month of May.
11. In wake of the enhancing GER of the institution, it was decided to send the proposal for procuring the furniture to the DHE, MP. The disrupted internet facility of some of the departments will be restarted.
12. Professional training programmes for the non-teaching staff will also be organised.
13. Online feedback will be taken from the stakeholders. Student Satisfaction Survey will also be conducted online.

14. International Yoga Day and World Health Day will be celebrated.
15. Alumni meeting will be convened to seek the suggestions of the members of the Alumni Association regarding the quality enhancement initiatives.
16. The coordinator IQAC was entrusted with the responsibility of preparing the Action Taken Report of the IQAC for the current session.

In his concluding remarks, the chairperson of the IQAC informed the members that the research project of Dr Chandrashekhar Meshram has been accepted by Science and Engineering Research Board, DST, Government of India. The Chairperson congratulated Dr Meshram and the coordinators of the webinars on 'Organic Terrace Gardening', 'Recent Trends in Mathematical Sciences' and 'Role of Waste Plastic and Prospects of Bioplastic' and 'Necessity of Voting' organised during the last few months. The meeting ended with the vote of thanks extended by the Coordinator.



(Dr Meenakshi Choubey)
Coordinator IQAC



(Dr Rakesh Tiwari)
Chairperson IQAC



Office of the Principal

J.H. Govt. PG College, Betul (M P) 460001

NAAC Accredited B+ Grade

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Action Taken Report Session 2021-2022

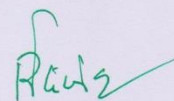
- Twenty webinars on topics such as Intellectual Property Rights, Research Methodology, Gender Equity were organised during the current session.
- Nine MOUs were signed with other institutions and organisations to conduct collaborative academic and co-curricular activities.
- The enrichment of research ambience resulted in outcomes such as the publication of 24 research papers in UGC CARE listed journals and sanction of a major research project from Science and Engineering Research Board (SERB), Department of Science and Technology (DST) Govt. of India.
- Nine faculty members participated in the FDP conducted by the Department of Higher Education, MP on E-content development. Fifteen video lectures were prepared to be uploaded on the LMS of DHE, MP.
- Energy Audit, Green Audit and Environment Audit of the college for the current session were conducted.
- A number of short term certificate courses were conducted.
- Innovative modern teaching-learning methods were used for making the process of teaching-learning participative and student centric.
- Use of ICT was enhanced in curricular and cocurricular activities. ICT was also used for Continuous Comprehensive Evaluation as well as feedback collection and analysis.
- Incubation centre was established to support the self-employment of the students.
- The SWAYAM NPTEL Local Chapter was established and students were motivated to register for MOOCs.
- A large number of activities were carried out for achieving Sustainable Development Goals.
- With the implementation of New Education Policy- 2020, sixteen elective and eight vocational courses were introduced.
- Experiential learning was promoted through field visits, study tours, project work, apprenticeship, community engagement, internships etc.
- Programme outcomes, programme specific outcomes and course outcomes were revised in the light of new education policy.
- Induction programme was conducted for the newly admitted students to inform them about the vision and mission of the college, code of conduct, programme outcomes, programme specific outcomes, course outcomes, modes and rules regarding continuous comprehensive evaluation, various policies, infrastructure, student welfare schemes and amenities available in the institution.

- Appropriate initiatives were taken for slow and advanced learners.
- In order to disseminate the information regarding various activities related to quality enhancement and sustenance to all the stake holders, J H e-News was published.
- In order to promote universal values amongst the students, activities like workshops, seminars, group discussions and lectures on universal values were conducted.
- A large number of community welfare activities were organised through NSS, NCC and Swami Vivekananda Career Guidance Cell.
- Essential initiatives were taken to make the campus eco-friendly. Mega plantation drive was conducted.
- A short-term career-oriented training programme was conducted under Swami Vivekanand Career Guidance scheme of the state government.
- A number of Capacity Building and Skill Development Programmes were organised.
- Professional development training programme were conducted for teaching and non-teaching staff.
- A workshop on New Methodology of NAAC Assessment and Accreditation Process was organised.
- Karate training for students was organised for the empowerment of women.
- Health check-up and blood donation camps were organised.
- Infrastructure of the institution was augmented. A separate commerce wing and a science wing was constructed.
- SWOC analysis of the institution was carried out to ascertain the strength, weaknesses, opportunities and challenges of the institution. Quality enhancement initiatives were taken on the basis of the analysis.
- Student Help Desk was formed for immediate solution of students' problems.
- A New website of the institution was created.
- A large number of co-curricular activities were conducted to celebrate *Azadi ka Amrit Mahotsava* and thereby instilling the feelings of patriotism amongst the students.
- *Yuva Shakti Corona Mukti Abhiyan* was conducted.
- *College Chalo Abhiyan* was conducted to contribute to the enhancement of the gross enrolment ratio of the country.
- Voters Awareness Programmes were organised to undertake the social and national responsibilities.
- The involvement of alumni in quality enhancement initiatives was enhanced.
- Preparation for the third cycle of NAAC assessment and accreditation was started.
- The meetings of Internal Quality Assurance Cell were held regularly.
- The AQAR of the previous year was prepared.
- Feedback from students, teachers, alumni and employers was collected, analysed and utilised for quality enhancement.
- Student Satisfaction Survey was conducted. Data received from the SSS was analysed and utilised for quality enhancement.



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COORDINATOR
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(Dr Rakesh Tiwari)
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