



MAA BHARTI PG COLLEGE, KOTA

MINUTES OF THE IQAC MEETING HELD ON 5th JULY 2020

The meeting of Internal Quality Assurance Cell (IQAC) was held on 5th July 2020 at 5:30 pm through online mode.

Agenda

1. A brief discussion on the previous agenda by principal.
2. Donation in covid-19 relief fund.
3. Planning on for conduct of online classes.
4. To formulate time-table for online classes.
5. To develop E-contents.
6. Focus on online mode of teaching due to covid-pandemic.
7. Status of Online classes.

Minutes

1. A brief discussion on the previous agenda by principal.

The quick feedback and follow-up were taken from principal related to preceding meeting agenda. Principal Dr. Shweta Saxena informed all that college will be closed due to Covid19 pandemic till the next circular from the government. All the faculty members have to train themselves for online teaching.

2. Donation in covid-19 relief fund

Principal Dr. Shweta Saxena talked about donation of Rs. 125000 to DM relief fund, Kota at time covid-19 pandemic by college.

3. Planning on for conduct of online classes

All members discussed on covid-19 pandemic and planning on for conduct of online classes for students, guidelines for online teaching and learning management system for online classes are brainstormed.

4. To formulate time-table for online classes.

Members were apprised that the time-table for classes B.A., B.Sc., BCA & all PG classes shall be restructured. Time table was structured for online classes through Zoom and Google.

5. To develop E-contents.

The E-contents developed by Faculties during the Online mode of teaching have been collected and planned to make available through e-platform. The progress will be made available for IQAC in due course of time.

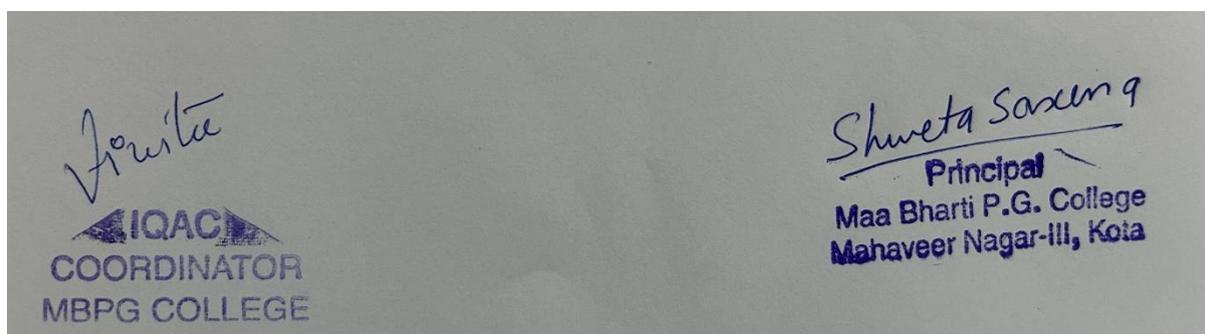
6. Focus on online mode of teaching due to covid-19 pandemic

Five Smart classrooms with Audio/Video facilities are available for online teaching. The E-contents developed by Faculties during the Online mode of teaching have been collected and planned to make available through e-platform. Faculties start online teaching through Zoom/Google link. Start YouTube Channel of College.

7. Status of Online classes

The members of IQAC met online and as the main agenda, the status of Online classes were collected. It was observed that, faculty members have opted for multiple innovate means to reach out to the students. Classes were progressing successfully.

IQAC meeting was concluded with permission of chair and Coordinator proposed vote of thanks





MAA BHARTI PG COLLEGE, KOTA

MINUTES OF THE IQAC MEETING HELD ON 8th September 2020

The meeting of Internal Quality Assurance Cell (IQAC) was held on 8th September 2020 at 1:30 pm in the IQAC room.

Agenda

1. A brief discussion on the previous agenda by principal.
2. Appreciation of work done during lockdown
3. Regular sanitization of campus.
4. Clean campus green campus
5. Motivational thoughts can be written in the campus/ class rooms.
6. Encourage students
7. Hand sanitization and hand wash facility in all departments.

Minutes

1. A brief discussion on the previous agenda by principal.

IQAC Coordinator read the minutes of last meeting. Principal Dr. Shweta Saxena has recapitulated the points discussed in the previous meeting. The quick feedback and follow-up were taken from principal related to preceding meeting agenda

2. Appreciation of work done during lockdown

The principal appreciated the initiatives taken by faculty regarding online teaching. It was strongly felt that faculty should keep updating their skills for online teaching by participating in webinars and practicing. It was appreciated that the blocks to online teaching are gradually being overcome by faculty who were initially worried about lack of skills of online teaching.

3. Regular sanitization of campus.

The entire college campus needs to be sanitized at regular intervals. This should be treated as a regular feature, to be undertaken on a weekly basis Sanitization and safety measures to be continued. All furniture and various tools used, should be sprayed with sanitizers every day. Sanitizers should be provided to all departments. All door handles, locks and other accessories are to be coated with plastic pieces.

4. Clean campus green campus

To plant more trees and maintain cleanliness under the Clean Campus Green Campus Mission. More dustbins to be kept in all wings. College conducts awareness drives, donation drives, plantation program and many such activities. College also conducts environment related competitions for college students. College has a dedicated team of students & NSS volunteers lead by the faculty in-charges, who are working to reach the ultimate goal of environment conservation. Plantation program and many such activities.

5. Motivational thoughts can be written in the campus/ class rooms.

Motivational and Environment awareness thoughts are displayed in college campus, displayed on online class and also share on WhatsApp group of students.

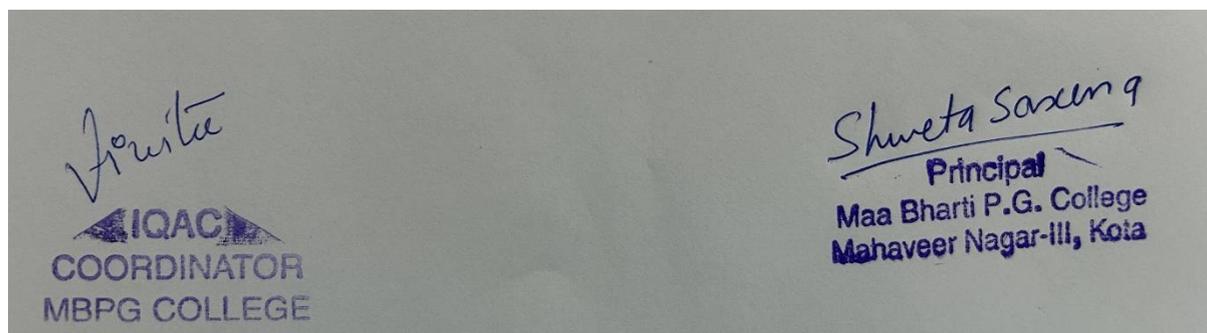
6. Encourage students

The faculty members were reaching out to students to understand their wellbeing and also encourage students to engage in online internships and certificate courses. As the pandemic is new and methodologies are to be chalked out, IQAC will be working out a means to handling it.

7. Hand sanitization and hand wash facility in all departments.

Automatic hand sanitization machine and thermal scanners installed in Principal Chamber. Hand Sanitizer etc. facilities are available in all departments

IQAC meeting was concluded with permission of chair and Coordinator proposed vote of thanks





MAA BHARTI PG COLLEGE, KOTA

MINUTES OF THE IQAC MEETING HELD ON 7th February 2021

The meeting of Internal Quality Assurance Cell (IQAC) was held on 7th February 2021 at 12:30 pm in the IQAC room.

Agenda

1. A brief discussion on the previous agenda by principal.
2. To follow Covid-19 guidelines
3. Undertaking by parents and students.
4. Regarding Grievance redressal cell.
5. Regarding slow and advanced learners.
6. Online One day workshop on social entrepreneurship
7. Guidelines for conduct Exams.
8. Syllabus completion report.

Minutes

1. A brief discussion on the previous agenda by principal.

IQAC Coordinator read the minutes of last meeting. Principal Dr. Shweta Saxena has recapitulated the points discussed in the previous meeting. The quick feedback and follow-up were taken from principal related to preceding meeting agenda.

2. To follow Covid-19 guidelines

Mr. Shubham Vijay Member of management committee proposed that Government guidelines for Corona pandemic be implemented and strictly followed by the staff as well as by the students. Classes be conducted online and offline. Consent letter is must for all the students who attend offline classes. Following social distancing, use of mask and use of sanitizer be compulsorily followed in the college campus.

3. Undertaking regarding Vaccination

Undertaking regarding Vaccination of students/consent of parents for offline mode to be received as per Covid-19 guideline.

4. Regarding Grievance redressal cell.

IQAC members suggested providing additional suggestion boxes on campus for Grievance redressal cell.

5. Regarding slow and advanced learners.

IQAC members directed the head of the departments to find out slow and advanced learners on last year's result and their performance and to take remedial measures for slow learners and give additional activities to advanced learners. The reports are to be submitted accordingly to the IQAC.

6. Online One day workshop on social entrepreneurship

Members discuss for smooth conduction of one day workshop on social entrepreneurship (an initiative of capacity building, Swachh Bharat mission) being organized by Mahatma Gandhi national council of rural education (MGNCRE) ministry of education, Govt. of India on 19 March 2021 through online mode.

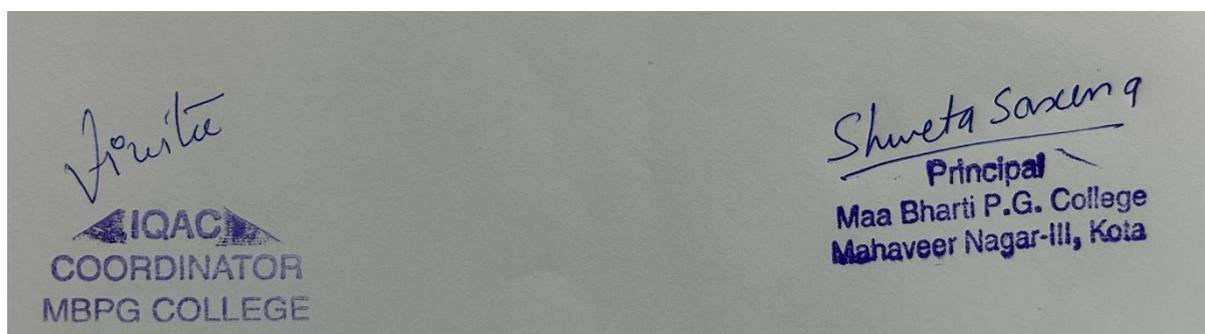
7. Guidelines for conduct Exams.

Member Dr. Rakesh Rajora proposed that Covid-19 guidelines be followed strictly by the staff and the students. Planning for college internal exam and sitting arrangement be done following SOP for corona pandemic. College Exam Committee be informed to follow corona guidelines strictly during exams and necessary measures be taken for the same.

8. Syllabus completion report.

College principal Dr. Shweta Saxena reviewed the syllabus completion report of online classes.

IQAC meeting was concluded with permission of chair and Coordinator proposed vote of thanks



The image shows two handwritten signatures and their corresponding printed names. On the left, the signature 'Shweta' is written in blue ink above the printed text 'IQAC COORDINATOR MBPG COLLEGE'. On the right, the signature 'Shweta Saxena' is written in blue ink above the printed text 'Principal Maa Bharti P.G. College Mahaveer Nagar-III, Kota'.