



हेमवती नन्दन बहुगुणा राजकीय स्नातकोत्तर महाविद्यालय

खटीमा- 262308, जिला- ऊधम सिंह नगर (उत्तराखण्ड)

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A NAAC accredited with grade B



Minutes of IQAC Meeting (Session- 2022-23)

Meeting 1st, 21-July, 2022

The first meeting of IQAC for session 2022-23 was held in the principal's office under the supervision of Dr. R. C. Purohit (Principal). Dr. Harendra Mohan, Co-Ordinator of IQAC cell, informed members of IQAC cell about completed tasks set for the session 2021-22. He also stated to members of the meeting by emphasizing the role of IQAC cell, along with developing the coordination between college staff and students. The main focus of this meeting was to take some important initiatives regarding the implementation of NEP. After the completion of the meeting for attaining the said goals, various tasks were fixed.

1. Online submission of all pending AQAR on the NAAC portal for getting the path to submit the SSR successfully by the college in the coming months.
2. To take the necessary actions to obtain pertinent data from all departments of the College to prepare SSR for NAAC accreditation.
3. To take important initiatives for introducing the NEP among newcomers in the college
4. To make regular discussions among Faculty members regarding the smooth running of Courses and Programs of NEP
5. To familiarize students with the significance of the National Education Policy (NEP) by the experienced members of the counseling team during the counseling sessions.

Plan of Action	Action to be taken
To Organize meetings regarding the completion of all pending AQAR	Holding of important meetings with the heads of all the faculties regarding the submission of necessary documents for finalizing the pending AQARs.
Implementation of NEP for First Year (I and II semester) graduate students	To instruct heads of the department to initiate actions that promote the adherence of faculty and staff members to the department's schedule, encompassing both theoretical and practical classes, along with internal evaluations.
To take initial steps regarding the good performance of students	To ensure the allocation of course-related assignments to every student, accompanied by distinctive assessments and the awarding of marks and grades based on the student's demonstrated skills in preparation, writing, and learning capabilities.

The meeting ended with a vote of thanks to the chair.

1. Dr. Ashutosh Kumar (Member)
2. Dr. Manish Belwal (Member)
3. Dr. K. K. Mishra (Member)
4. Dr. Dheeraj Gahtori (Member)
5. Shri Kundan Singh Nittwal (Office Superintendent)
6. Rekha (Stakeholder)
7. Miss Punita Agrawal (Manager DC Bank of U. S. Nagar)

Dr. Harendra Mohan
(Co-Ordinator of IQAC)

Principal
H.N.B. Govt. P.G. College
Khatima (U.S.Nagar)

Chairperson-IQAC Cell
Govt. P. G. College Khatima



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Minutes of IQAC Meeting (Session- 2022-23)

Meeting IInd, 17-October, 2022


The second meeting of IQAC for session 2022-23 was held in the Principal's office under the supervision of Dr. R. C. Purohit (Principal). Dr. Harendra Mohan Singh, Co-Ordinator of IQAC cell, fixed some tasks after completion of the meeting among the members.


1. To confirm the minutes of the previous meeting held on July 21, 2022.
2. Regarding the framing of the committee for collecting details of students for SSS.
3. To communicate with concerned authorities regarding the transfer of High-tech auditorium
4. To take initiatives for women's empowerment
5. Regarding organizing the annual sports of the college
6. Regarding the submission of AQAR 2020-21 and 2021-22
7. Regarding the collection of Data for AISHE
8. To take steps regarding the preparation of results
9. To conduct remedial classes for weaker students

Plan of Action	Action to be taken
Collecting student details for SSS	Framing of the committee for collecting details of students for SSS
Women's empowerment	To instruct departmental heads to organize some programs for women's empowerment
Submission of AQAR 2020-21 and 2021-22 and Data for AISHE	framing of the committee for collecting details of students for SSS and compilation of data for AISHE
Preparation of results	framing of the committee for the preparation of results
Remedial classes for weaker students	To instruct departmental heads to conduct remedial classes for weaker students

The meeting ended with a vote of thanks to the chair.

1. Dr. Ashutosh Kumar (Member)
2. Dr. Manish Belwal (Member)
3. Dr. K. K. Mishra (Member)
4. Shri Dheeraj Gahtori (Member)
5. Shri Kundan Singh Nittwal (Office Superintendent)
6. Rekha (Stakeholder)
7. Miss Punita Agrawal (Manager DC Bank of U. S. Nagar)


 Chairperson
 Internal Quality Assurance
 Cell (IQAC)
 Dr. Harendra Mohan Singh
 (Co-Ordinator of IQAC)


 Principal
 H.N.B. Govt. P.G. College
 Khatima (U.S. Nagar)
 Chairperson-IQAC Cell
 Govt. P. G. College Khatima



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Minutes of IQAC Meeting (Session- 2022-23)

Meeting IIIrd, 13-February, 2023


The third meeting of IQAC for session 2022-23 was held in the principal's office under the supervision of Dr. R. C. Purohit (Principal). Dr. Harendra Mohan Singh, Co-Ordinator of IQAC cell, fixed some tasks after completion of the meeting among the members.


1. To take steps for the preparation and submission of IIQA
2. To communicate with concerned authorities regarding the name correction of the college.
3. Regarding organizing outreach/extension activities through NSS/Rovers-Rangers/B.Ed. teams
4. To organize career counseling programs to strengthen students
5. Ensuring from time to time all toilets are in usable condition
6. To organize various programs for promoting the theme Single Use Plastic
7. Construction of girl's toilets for girl's students in commerce building
8. To take the initiative for Successfully holding the Student Union Oath Ceremony
9. Taking initiatives regarding the collection of data for the preparation of SSR
10. Timely submission of SSR

Plan of Action	Action to be taken
Preparation and submission of IIQA	To take steps for the preparation and submission of IIQA
Name correction of the college	To communicate with concerned authorities regarding the name correction of the college.
Outreach/Extension activities through NSS / Rovers-Rangers / B.Ed teams	Organizing outreach/extension activities through NSS/Rovers-Rangers/B.Ed teams
Programs to strengthen students	To take Initiatives aimed at empowering students
Student Union Oath Ceremony	To take the initiative for Successfully holding the Student Union Oath Ceremony
Timely submission of SSR	To proactively initiate the timely submission of the Self-Study Report (SSR)

The meeting ended with a vote of thanks to the chair.

1. Dr. Ashutosh Kumar (Member)
2. Dr. Manish Belwal (Member)
3. Dr. K. K. Mishra (Member)
4. Shri Dheeraj Gahtori (Member)
5. Shri Kundan Singh Nittwal (Office Superintendent)
6. Rekha (Stakeholder)
7. Miss Punita Agrawal (Manager DC Bank of U. S. Nagar)


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Minutes of IQAC Meeting (Session- 2022-23)

Meeting IVth, May 03, 2023


The third meeting of IQAC for session 2022-23 was held in the principal's office under the supervision of Dr. R. C. Purohit (Principal). Dr. Harendra Mohan Singh, Co-Ordinator of IQAC cell, fixed some tasks after completion of the meeting among the members.


1. Departmental preparation for the NAAC Peer Team Visit
2. College preparation for the NAAC Peer Team Visit
3. Meeting organized together PTA and Alumni
4. Reframing of IQAC

Plan of Action	Action to be taken
Departmental Preparation for NAAC Peer Team Visit	To instruct all faculty in-charges by IQAC chairperson and coordinator on necessary guidelines for departmental preparation regarding the visit of the NAAC peer team.
College preparation for NAAC Peer Team Visit	All the departments at the college level are making their arrangements for the visit of the NAAC peer team
A meeting was organized together with PTA and Alumni	To organize a formal meeting with PTA and Alumni of the college
Complete Student Satisfactory Survey (SSS)	To take initiatives for completion of SSS through student awareness.
Reframing of IQAC	To take the initiative for framing IQAC cell

The meeting ended with a vote of thanks to the chair.

1. Dr. Ashutosh Kumar (Member)
2. Dr. Manish Belwal (Member)
3. Dr. K. K. Mishra (Member)
4. Shri Dheeraj Gahtori (Member)
5. Shri Kundan Singh Nittwal (Office Superintendent)
6. Rekha (Stakeholder)
7. Miss Punita Agrawal (Manager DC Bank of U. S. Nagar)


Dr. Harendra Mohan
(Co-Ordinator of IQAC)
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The plan of action chalked out by the IQAC at the beginning of the year towards quality enhancement and the outcomes achieved by the end of the session were reviewed. In this sequence, during the session of 2022-23, outcomes are being tabulated as follows:

Plan of Action	Achievements
To confirm the minutes of the previous meeting held 21 July, 2022	The principal was apprised by the coordinator of the IQAC cell about the work done and ongoing in the last session (2021-22). The IQAC cell also informed about the achievements made in the targets set for the meetings held in the last session (2021-22).
To submit all pending AQAR	Holding important meetings with the heads of all the departments in the presence of the principal regarding the submission of necessary documents for finalizing the pending AQARs. All the required records have been deposited by relevant departments and relevant persons.
Implementation of NEP for First Year (I and II semester) graduate students	Instructed heads of the department to initiate actions that promote the adherence of faculty and staff members to the department's schedule, encompassing both theoretical and practical classes, along with internal evaluations.
To familiarize students with the significance of the National Education Policy (NEP).	Ensured the allocation of course-related assignments to every student, accompanied by distinctive assessments and the awarding of marks and grades based on the student's demonstrated skills in preparation, writing, and learning capabilities. Besides this, the teacher always talked about the importance of NEP together with students.
Collecting student details for SSS	Framed a committee for collecting details of students for SSS and the committee successfully collected student's data for SSS and timely handover to IQAC.
Women's empowerment	With the help of the Women Redressal Cell, various departments organized various programs related to women's empowerment.
Submission of AQAR of 2016-17 to 2021-22.	IQAC has successfully submitted AQAR for 2016-17 to 2021-22 on the NAAC Portal.
Remedial classes for weaker students	Instructed departmental heads for conducting remedial classes for weaker students and almost all departments have conducted remedial classes for their weaker students.
Name correction of the college	IQAC communicated with concerned authorities of AISHE regarding the name correction of the college and the name of the college has been successfully corrected on the AISHE portal.
Preparation and submission of IIQA	IIQA has been successfully prepared by IQAC and submitted on the NAAC portal dated 31/01/2023.

Outreach/Extension activities through NSS / Rovers-Rangers / B.Ed teams	Various outreach/extension activities were organized through NSS/Rovers-Rangers/B.Ed students of the college.
Programs to strengthen students	Took initiatives aimed at empowering students through social value activities, writing skills, sports activities, competitive activities, etc.
Timely submission of SSR	Self-Study Report (SSR) has been prepared by IQAC and successfully submitted on the NAAC portal dated 27/04/2023.
Departmental Preparation for NAAC Peer Team Visit	To instruct all faculty in-charges by IQAC chairperson and coordinator on necessary guidelines for departmental preparation regarding the visit of the NAAC peer team.
Complete Student Satisfactory Survey (SSS)	With the help of IQAC SSS was completed.
College preparation for NAAC Pear Team Visit	All the departments at the college level are making their arrangements for the visit of the NAAC peer team.



Cordinator
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