

**OFFICE OF THE PRINCIPAL, GOVT. COLLEGE BICHHUA,
DISTRICT-CHHINDWARA(M.P.)-480111**



ACCREDITED BY NAAC "B" Dt. 09/06/2017
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

GOVT. COLLEGE, BICHHUA , DISTRICT- CHHINDWARA (M.P.)

Minutes of the First Meeting of Session 2022-23 held on 14/07/2022

Meeting	:	First Meeting
Session	:	2022-23
Venue	:	IQAC
Chairman	:	Dr. R.P. Yadav (Principal)
Coordinator	:	Dr. Pooja Tiwari (Associate Professor)

The First Meeting of Internal Quality Assurance Cell (IQAC) for the academic year 2022-23 was held on 14/07/2022 in IQAC Room of college. The meeting was chaired by Hon'ble Principal/ Chairman, IQAC Dr. R.P. Yadav.Coordinator, IQAC Dr. Pooja Tiwari and members of IQAC were present in the meeting. At the outset, Coordinator, IQAC Dr. Pooja Tiwari welcomed the Principal/Chairman IQAC Dr. R.P. Yadav and all members of IQAC. A review of the implementation of decisions taken in the Fourth Meeting of Session 2021-22 was done. The Agenda of the meeting was discussed and then it was unanimously decided by all the members to implement them in letter and spirit.

Review of the current status of the implementation of decisions taken in the Fourth Meeting of Session 2021-22:

- (1) Examination of UG classes conducted.
- (2) Work of AQAR is in progress.
- (3) The proposal of reorganization of IQAC is under consideration of Principal.
- (4) The work of point no.4 has been completed.
- (5) Action Plan of College for Session 2022-23 will be prepared in this Month of July,2022.

Agenda of the Meeting :

1. To prepare Action Plan of College for Session 2022-23.
(Webinar/Workshop/Seminar & other Programmes)
2. Academic Quality Improvement.
3. Sanitation Drive.
4. Plantation & Environment Conservation .
5. Publication of Annual Magazine and its release.
6. Discussion & Suggestions on Ujjain Model for ensuing NAAC preparation.
7. Other issues with the permission of Chairman/Principal.

The following suggestions were given by the members in the meeting:

- (1) Dr. Manisha Amte, Assistant Professor(Sociology) gave the suggestion that Admission List of Students of the new Session 2022-23 be forwarded to every Department of the college.
- (2)Dr. Naveen Verma, Assistant Professor(Botany) supported above suggestion and also suggested that the Examination Result of the Students be forwarded to every Department of the college. It was unanimously resolved that this suggestion shall be forwarded to Dr. Naveen Kumar Chourasia , Assistant Professor(Zoology) who is Nodal Officer of Examination Quality Upgradation Cell of college.
- (3) Dr. Bhojraj Jharbade, Assistant Professor(Chemistry) suggested that every month Special Lectures be organized by various Departments of the college in different streams.
- (4) Sanitation Drive will be conducted in the college.
- (5) Plantation Drive will be conducted in the college and work will be done for environment conservation.
- (6) Publication and Release of Annual Magazine of college will be done as per

Action Plan of College for Session 2022-23.

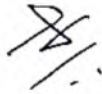
- (7) Study of Ujjain Model for ensuing NAAC Preparation will be done in the college and effective steps will be taken for their implementation.
- (8) Dr. Pooja Tiwari, Coordinator IQAC suggested to conduct more OFF-LINE Programmes in the Session 2022-23.
- (9) Dr. Naveen Verma, Assistant Professor(Botany) suggested to conduct a Joint Educational Tour of Botany and Chemistry Departments.
- (10) It was suggested by members to organize Programme on the occasion of Hindi Diwas on 14th September, 2022.
- (11) It was suggested by members to improve sanitation in the college.
- (12) A suggestion was made for publishing and release of Annual Magazine of college.
- (13) A review of work of PTA (Parent-Teacher-Association) be done.

The following decisions were unanimously taken in the meeting:

1. An Action Plan of College for Session 2022-23 will be prepared for conduction of various programmes and academic and non-academic activities by Departments of college and by various Cells & Committees of IQAC.
2. Academic Excellence Activities under World Bank Project -M.P.H.E.Q.I.P. will be included in the Action Plan of College for Session 2022-23.
3. Special attention will be given in the college on Academic Improvement.
4. Special lecture by every Department will be organized by various Departments of college.
5. Work of PTA (Parent Teacher Association) will be started for Session 2022-23.
6. Pravesh Utsav Programme will be organized as per Academic Calendar.

Members Present in the Meeting :

1. Dr. R.P. Yadav- Principal & Chairman, IQAC.
2. Dr. (Smt.) Pooja Tiwari-Coordinator, IQAC.
3. DR. Manisha Amte- Assistant Professor(Sociology) & Member, IQAC.
4. Shri Manish Kumar Thakur-Guest Faculty(Political Science) & Member, IQAC.
5. Smt. Yashoda Uikey- Assistant Professor(Economics) &Member, IQAC.
6. Shri JaigovindSanodiya-Assistant Professor(Economics) &Member, IQAC.
7. Shri Manoj Jain- Guest Faculty(Commerce) & Member, IQAC.
8. Dr. N.L. Sahu- Guest Faculty(Commerce) & Member, IQAC.
9. Dr. Atmaram Solanki- Asstt. Professor(Economics) &Member, IQAC.
10. Dr. Naveen Kumar Verma-Asstt. Professor(Botany) &Member, IQAC.
- 11.Dr. Vaishali Gupta-Assistant Professor(Botany) &Member, IQAC.
- 12.Smt. Shashi Uikey- Assistant Professor(Hindi) &Member, IQAC.
- 13.Shri Bhojraj Jharbade- Assistant Professor(Chemistry) & Member, IQAC.
- 14.Shri Ramprakash Dehriya-Assistant Professor(Geography) & member, IQAC.



Dr. (Smt.) Pooja Tiwari
Coordinator, IQAC
IQAC Co-ordinator
Government College Bichhua
Chhindwara (M.P.) 480111



Dr. R.P. Yadav
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

GOVT. COLLEGE, BICHHUA , DISTRICT- CHHINDWARA (M.P.)

Minutes of the Second Meeting of Session 2022-23 held on 10/10/2022

Meeting : Second Meeting
Session : 2022-23
Venue : IQAC
Chairman : Dr. R.P. Yadav (Principal)
Coordinator : Dr. Pooja Tiwari
(Associate Professor)

The Second Meeting of Internal Quality Assurance Cell (IQAC) for the academic year 2022-23 held on 10/10/2022 in IQAC Room. The meeting was chaired by Hon'ble Principal/ Chairman, IQAC Dr. R.P. Yadav. Coordinator, IQAC Dr. Pooja Tiwari and members of IQAC were present in the meeting.

Review of the decisions taken in previous meeting (First Meeting-Dated 14/07/2022) of Session 2022-23 :-

1. The work of Point No.1 is complete. The Action Plan 2022-23 of college has been prepared and sent to Rusa Office , Bhopal.
2. The work of point no.2 is in progress.
3. The Sanitation work is being done regularly.
4. Plantation Work has been done by NSS/NCC.
5. The Publication work of Annual Magazine is in progress.
6. The Staff Members are present in the ONLINE Meeting of State Level NAAC Cell(SLNC) Bhopal on every Thursday under Enriching Thursday Programme.
7. World Elder's Day was celebrated on 01/10/2022 at Godhali Ashram, Chhindwara.

Agenda of the Meeting :

1. Action Plan Activities.
2. Programmes on various National/International Days.
3. Career Guidance Activities.
4. Infrastructure Development- Whitewash/Putti Work in college.
5. Other matters with the permission of Chairman.

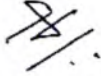
The following decisions were unanimously taken in the meeting:

1. Under Action Plan, Youth Festival will be organized from 11/10/2022
13/10/2022.
2. Swachhh Bharat Abhiyan will be organized on 19/10/2022.
3. Registration of students on UShA App for energy conservation will be completed.
4. National Unity Day will be celebrated on 31/10/2022.
5. Expert Lecture Programme will be organized by Department of Sociology in the month of November, 2022.
6. A programme will be organized on 19 Nov. 2022 on the occasion of Rani Laxmibai Jayanti.
7. Blood Donation Camp will be organized in the month of November, 2022.
8. AIDS Day Programme will be organized on 01 December, 2022.
9. Training Programme on Painting will be organized from 01 Dec. 2022.
10. Whitewash/Putting work will be done in college.

Members Present in the Meeting :

01. Dr. R.P. Yadav- Principal & Chairman, IQAC.
02. Dr. (Smt.) Pooja Tiwari-Coordinator, IQAC.
03. Dr. (Smt.) Sakshi Sahare-Assistant Professor(Physics) & Co-Convener, IQAC.
04. Dr. Nasreen Anjum Khan-Assistant Professor(Chemistry) & Member, IQAC.
05. Dr. Ajeet Dehriya- Asstt. Professor(English) & Member, IQAC.
06. Smt. Yashoda Uikey- Assistant Professor(Economics) & Member, IQAC.
07. Dr. Naveen Kumar Chourasia- Assistant Professor(Zoology) & Member, IQAC.
08. Dr. Naveen Kumar Verma- Asstt. Professor(Botany) & Member, IQAC.

09. Dr. Manita Kour Viridi-Assistant Professor(Political Science) & Member, IQAC.
10. DR. Manisha Amte- Assistant Professor(Sociology) & Co-Convener, IQAC.
11. Dr. N.L. Sahu- Guest Faculty(Commerce) & Member, IQAC.
12. Shri Jaygovind Sanodiya-Assistant Professor(Economics) & Member, IQAC.
13. Shri Manish Kumar Thakur- Guest Faculty(Political Science) & Member, IQAC.
14. Dr. Vipin Mokhalgay- Assistant Professor(Maths) & Member, IQAC.
15. Shri Neeraj Khandagale-Sports Officer & Member, IQAC.
16. Shri Maneesh Patel- Librarian & Member, IQAC.



Dr. (Smt.) Pooja Tiwari
Coordinator, IQAC
IQAC Co-ordinator
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GOVT. COLLEGE, BICHHUA , DISTRICT- CHHINDWARA (M.P.)

Minutes of the Third Meeting of Session 2022-23 held on 04/01/2023

Meeting : Third Meeting
Session : 2022-23
Venue : Room No. 09
Chairman : Dr. R.P. Yadav (Principal)
Coordinator : Dr. Pooja Tiwari
(Associate Professor)

The Third Meeting of Internal Quality Assurance Cell (IQAC) for the academic year 2022-23 was held on 04/01/2023 in the Room No. 09 (Zoology Department) of college. The meeting was chaired by Hon'ble Principal/Chairman, IQAC Dr. R.P. Yadav. Coordinator, IQAC Dr. Pooja Tiwari and members of IQAC were present in the meeting.

Review of the decisions taken in previous meeting (Second Meeting-Dated 10/10/2022) of Session 2022-23 :-

1. Work of Point no.1 is complete.
2. Work of Point no. 2 is complete.
3. Registration of Staff Members on USHA App is complete and Registration of students is continue.
4. Activities of Point no.4 is complete.
5. Activities of Point no.5 is complete.
6. Activities of Point no.6 is complete.
7. Blood Donation Camp has been organized.
8. Activities of Point no.8 is complete.

9. Training Programme on Painiting for Students has been completed under Career Guidance Cell.
10. Infrastructure Development of Administrative Building is continue.

Agenda of the Meeting :

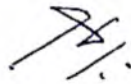
1. Workshop on Computer Application.
2. Career Guidance Activities.
3. Programme will be organized by Women Cell in the coming Month (February).
4. Workshop on Dropout of Girls students.
5. Student Communication Programme (Janbhagidari).
6. World Social Justice Day (February).
7. Other Issues/Activities with the permission of Chairman.

The following decision were unanimously made in the meeting:

1. Workshop on Computer Application for Students will be organized in the Month of January.
2. Workshop on Career Guidance for Students for Awareness Programme on Competitive Exams and Their Preparation and Awareness Programme on India Post Payment Bank and other Training Programmes will be organized in the Month of January and February.
3. Workshop will be organized by Department of Sociology in the Month of January.
4. NSS Camp will be organized in the nearby village 'Jhamata' in the Month of February.
5. Students Communication Programme will be organized in the Month of February.
6. Programme on World Social Justice Day will be organized on 20th February, 2023.
7. Progammes will be organized on Chief Minister's Declaration no. 537 & 538 under other activities.
8. SSR will be prepared and sent as per instructions of SLNC, Bhopal.

Members Present in the Meeting:

1. Dr. R.P. Yadav- Principal & Chairman, IQAC.
2. Dr. (Smt.) Pooja Tiwari-Coordinator, IQAC.
3. Dr. (Smt.) Sakshi Sahare-Assistant Professor(Physics) & Co-Convener, IQAC.
4. Shri Jaygovind Sanodiya- Assistant Professor(Economics) & Member, IQAC
5. Dr. Manisha Amte- Assistant Professor(Sociology) & Co-Convener, IQAC.
6. Smt. Shashi Uikey-Assistant Professor(Hindi)& Member, IQAC.
7. Dr. Ajeet Dehriya - Assistant Professor(English) & Member, IQAC.
8. Dr. Nasreen Anzum Khan- Assistant Professor(Chemistry) & Member, IQAC.
9. Dr. Kavita Chahal-Assistant Professor (Botany) & member, IQAC.
10. Dr. Vipin Mokhalgay-Assistant Professor(Maths)& Member, IQAC.
11. Shri Niraj KUMar- Assistant Professor(Political Science)& Member, IQAC.
12. Dr. Nokhelal Sahu- Guest Faculty(Commerce) & Member, IQAC.
13. Dr. Santosh Upadhyay-Assistant Professor(Sociology) & Member, IQAC.
14. Shri Maneesh Patel- Librarian & Member, IQAC



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Minutes of the Fourth Meeting of Session 2022-23 held on 06/04/2023

Meeting	:	Fourth Meeting
Session	:	2022-23
Venue	:	Principal Chamber
Chairman	:	Dr. R.P. Yadav (Principal)
Coordinator	:	Dr. Pooja Tiwari(Associate Professor)

The Fourth Meeting of Internal Quality Assurance Cell (IQAC) for the academic year 2022-23 held on 06/04/2023 in the Principal Chamber of college. The meeting was chaired by Hon'ble Principal/ Chairman, IQAC Dr. R.P. Yadav. Coordinator, IQAC Dr. Pooja Tiwari and members of IQAC were present in the meeting.

Review of the Third Meeting (Dated 04/01/2023):-

1. Work of point. no. 1 is complete (Workshop on Computer Application) .
2. Work of point. no. 2 is complete.
3. Work of point. no. 3 is complete (Workshop on Dropout of Girls by Department of Sociology).
4. The NSS Camp (7 Days) organized.
5. Total 8 Programmes in International Millets Year 2023 have been completed in the Months of Feb./March, 2023.
6. Students Communication Programme completed.
7. Work of Point no. 7 completed.(World Social Justice Day in Feb. 2023).

Agenda of the Meeting :

1. Celebration of various National / International Days .
2. NSS Activities .
3. Reorganization of IQAC .
4. Sports Activities.
5. Other issues with the permission of Chairman.

The following decision were unanimously made in the meeting:

1. World Labor Day will be celebrated in the next Month.
2. Various activities will be organized by NSS Unit.
3. Reorganization of IQAC will be completed with the permission of Principal.
4. Various Sports Activities will be completed.
5. Infrastructure Development Work will be done.
6. AQAR and SSR will be submitted.
7. Various Seminars/Workshops will be organized.

Members Present in the Meeting:

1. Dr. R.P. Yadav- Principal & Chairman, IQAC.
2. Dr. (Smt.) Pooja Tiwari-Coordinator, IQAC.
3. Dr. (Smt.) Sakshi Sahare-Assistant Professor(Physics) & Co-Convener, IQAC.
4. Dr. Manisha Amte- Assistant Professor(Sociology) & Co-Convener, IQAC.
5. Dr. Farhat Mansoori-Assistant Professor(Sociology)& Member, IQAC.
6. Dr. Ajeet Dehriya - Assistant Professor(English) & Member, IQAC.
7. Dr. Vipin Mokhalgay-Assistant Professor(Maths)& Member, IQAC.
8. Dr. Gautam Patil- Assistant Professor(Chemistry)& Member, IQAC.
9. Dr. Naveen Chourasia-Assistant Professor (Zoology) & member, IQAC.
10. Dr. Santosh Upadhyay-Assistant Professor(Sociology) & Member, IQAC.
11. Shri Neeraj Khandagale- Sports Officer & Member, IQAC.
12. Dr. Naveen Kumar Verma- Assistant Professor(Botany) & Member, IQAC.
13. Dr. Manita Kour Virdi- Assistant Professor(Political Science) & Member, IQAC.
14. Smt. Shashi Uikay- Assistant Professor(Hindi) & Member, IQAC.
15. Shri Jaygovind Sanodiya- Assistant Professor(Economics) & Member, IQAC.
16. Dr. Kavita Chahal- Assistant Professor(Botany) & Member, IQAC.
17. Shri Manish Kumar Thakur-Guest Faculty(Political Science) & member, IQAC.



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