


Rameshwari Devi Girls College, Bharatpur

Office of IQAC

A Formal meeting of all IQAC ^{Internal} Members of college was held on 10th Nov. 2021 at 11:30 AM. The Committee Proposes to hold its ~~Quarterly~~ ^{Internal} meet (1st of 2021-22) on 17th November 2021 to work out an action plan on following agendas :

1. In purview of upcoming accreditation by NAAC each department and committee need to make the records from 2015-2021 with full authenticity and responsibility.
2. Each file needs proper highlights of reported matter of that year and months arranged in chronologically correct manner covering following areas : compliance to the source (such as HTE circular/University/UGC/NSS/Ranger-Rovers etc.), agenda, planning and execution of event.
3. Events covered in 2020-21 should also enclose Geotagged Photos (in absence of geotagged photos, submitted photos should be captioned by name of activity & date) and student /stakeholder strength of participation ,as well as media/general report. A spiral bind of report should be submitted to IQAC for introspection to visiting peer team.
4. Tentative plan of work proposals for execution in 2021-22 may be shared with the committee.
5. For this-a meeting may be called by coordinator of respective committee with his/her team members and copy of minutes of the meeting should be submitted to IQAC.
6. All activities should be submitted with following documents:-
 - a. Name & List of Committee members
 - b. Minutes of the committee meetings
 - c. Source of compliance for Agenda/Self cognizance
 - d. Geotagged Photographs
 - e. Participation of stakeholders- Students/Teachers/Parents/Alumni.
 - f. Detailed action taken report (with media coverage if any)
7. List of equipments in each department may be updated and wherever possible it may be computerized and made available to the audit team during departmental visit.
Departmental achievements should be brought into notice of IQAC for earmarking a proper displayal site during the visit.
9. Course outcomes of each department should be included in their departmental profile along with other detail of department.
10. List of advanced learners/medallists of evaluative time period may be obtained from various contacts/university.

Minutes of IQAC members' meeting called by self cognizance is presented to you for approval of further IQAC meet with Committee Conveners & HODs.

Approved

11/11/2021
PRINCIPAL