

Venue : Botany Dept.

Date : 10.2.2020

Time 12.00 noon.

The meeting of the IQAC was held at 12.00 noon, which was attended by following members :

1. Dr. Shobha Johari
2. Dr. Pallav Mittal
3. Dr. Preeti Gupta
4. Dr. Sona Jain
5. Dr. Lalita Yadav
6. Dr. Prabhat Sharma
7. Dr. Seema Pant
8. Dr. R.K. Sharma

Special guest :

1. Dr. Madhu Nagar, AAP co-ordinator
2. Dr. Anil Sharma, NAAC coordinator.

The work allotment for the period 2016-2021 was made as under

- (i) Dr. Shobha Johari to take documents regarding research and academic activities and also make list of UGC/CARE approved journals in science.
- (ii) Dr. Prabhat Sharma to collect infrastructure related information and also record of purchase of books & equipments, Commerce faculty UGC-CARE journals.
- (iii) Dr. Pallav Mittal to collect and update ~~stat~~ statistics regarding teachers, students and staff.
- (iv) Dr. Preeti Gupta will keep record of all e-lectures by staff and external speakers' lectures, Geo-tagged photos and feedback form.
- (v) Dr. Lalita Yadav will record cultural and other activities like 'Mahila Prakash' etc.
- (vi) Dr. Sona Jain to collect information regarding activities of Umat Bharat & Shreshth Bharat. Also look for UGC-CARE journals in humanities and social sciences.
- (vii) Dr. Sumita Swami to keep track and record.

of activities in NCC, NSS, Rover & Rangers.

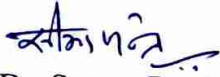
stn n/a
10.2.20

Approved
SIO

Date: 15.2.20

IQAC Action Taken Report (10.2.20)

1. In view of the backlog work of uploading pending AQARs on NAAC portal, detailed distribution of duties was done.
2. Each member was given one criterion each. They were to collect all data and documents so that the College is able to prepare itself for its upcoming NAAC grading.


(Dr. Seema Pant)

Coordinator, IQAC Committee


(Prof. Hem Raj Meena)
प्रचारि
राजकीय महाविद्यालय, कोटपूतली
Principal

Venue: Office of the Principal

Date: 23.11.19

The meeting of the IQAC was held at 1pm, which was attended by the following members:

1. Dr. Seema Pant सिमा पंत
2. Dr. Shobha Johari शोभा जोषी
3. Dr. Lalita Yadav ललिता यादव
4. Dr. Sunita Swami सुनीता स्वामी
5. Dr. Rajesh Jain राजेश जैन
6. Dr. Pallav Mithal पल्लव मिथल
7. Dr. Preeti Gupta प्रीति गुप्ता
8. Dr. Sona Jain सोना जैन
9. Dr. V. D. Gupta (Ext. Memb.) व. डी. गुप्ता
10. Shri Harish C. Sherawat, AAO

1. The issue of the name of the college as 'Lal Bahadur Shastri Government College, Kotputli' was foremost on the agenda.
2. The objective of this exercise is to have uniformity regarding the name of the college in all governmental agencies. Hence the name written at the porch, other display boards in the campus, college seal and letter head need rectification. It was decided that Dr. Rajesh Jain should pursue the matter with AISHE and if necessary to proceed to Delhi for the same when required. The permission for this would be obtained from CCE.
2. The next NAAC assessment of the college is due in 2021. Thus it was decided to invite Dr. Deepak Bhatnagar (IQAC / NAAC coordinator University of Rajasthan, Jaipur) for a lecture so as to update ourselves for the upcoming NAAC visit. The expenses for the same would be met out from the college Vikas Samiti fund.

3. Student feedback is an important criterion of the NAAC assessment program and therefore it is very necessary to create awareness and sensitize students on the issue. Since the student feedback process of NAAC is random, there is need to have a database of email of all the regular students and the faculty. The admission incharges of ~~the~~ all the faculties viz-a-viz arts, science and commerce at UG and PG level are hence supposed to pursue the matter further.

4. DCE has made geo-tagging of all college activities necessary. Henceforth Dr. Rajesh Jain will help the concerned activity coordinator in completing this job.

5. It was also decided that college IQAC cell should have atleast one meeting every month, if possible, in the third week, to update itself of the progress in college activities. A quarterly meeting of all the members including the external members/stake-holders should also be held.

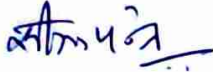
Admin
23-11-19

Approved
SP

PRINCIPAL
L.B.S. Govt. College
KOTPUTLI

IQAC Action Taken Report (23.11.2019)

1. To prepare the students for various feedbacks, the student feedback form was developed and framed.
2. Admission coordinators collected emails and phone numbers of students for student feedback.
3. Geo-tagging of some of the College activities was started.



(Dr. Seema Pant)

Coordinator, IQAC Committee



(Prof. Hem Raj Meena)

राजकीय महाविद्यालय, कोटपुतल
Principal

Venue : Office of the Principal.

Dated 30.7.2019

In the meeting held at 2 pm in the Principal office, following members were present.

1. Dr. Seema Pant श्रीमा यंत्र
2. Shri. Suresh Kumar Yadav श्रीकृ
3. Dr. Lalita Yadav ललिता
4. Shri. Desh Raj Yadav DR
5. Dr. Sunita Swami सुनीता
6. Dr. Rajesh Jain रजेश
7. Dr. Prabhat Sharma प्रभु
8. Dr. Preeti Gupta प्रीति गुप्ता
9. Dr. Sona Jain सोना

Agenda: (i) To approve the minutes of the meeting held on 15.3.2019.

(ii) To discuss issues to stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions.

1. It was brought to the notice that UGC had recently issued a UGC-CARE list of journals in science, social science and commerce which would be recognized for APE scoring from now onwards. The Principal directed that the new list of journals (UGC approved) should be circulated amongst all the faculty members.
2. Since the University of Rajasthan has issued revised guidelines for research centres namely -
 - (i) permanent affiliation to the University of the concerned dept department.
 - (ii) Two eligible supervisors.it was decided that this information should be circulated to all PG departments, whichever

department fulfills the new guidelines should also apply for research centre to the university.

3. It was decided that the email.id of all the faculty members and regular students should be collected so that they can be registered at Inflibnet. Directions were given to Dr Preeti Gupta to proceed on this issue.
4. A database of all faculty members, who have attended national/international conferences & workshops and presented papers should be made as it will help in academic audit of the faculty as well as the institution, whenever required.
5. With reference to the meeting held on 15.3.2019 agenda point (ii) regarding the change in name of the college Dr Rajesh Jami informed that a letter had been written to AISHE in this regard in March itself. Dr. Seema Pant also informed that the college had already written to the VAC and Canara Bank to this effect in Dec 2018. A followup letter has again been written to UGC on 11.7.2019.
6. It was also emphasised that the yearlong planning of college activities regarding curricular and co-curricular issues related to academics, sports, health, student rights, self-defence, social responsibility, use of EVMS etc should be undertaken.

[Signature]

[Signature]
25.11.19

PRINCIPAL
LBS Govt. College
KOTPUTLI

IQAC Action Taken Report (30.7.2019)

1. The lists of UGC-CARE journals in science, social sciences and commerce were circulated to all faculty members to augment the knowledge base.
2. After completion of all the paperwork and Inspection Team visit from University of Rajasthan, the proposed Research Centre in Geography was approved by the affiliating University of Rajasthan, Jaipur.
3. A data base of e-mail of all faculty members, P.G. students and research scholars has been created and registered at Inlibnet.
4. A detailed database of conferences/workshops, attended and research papers presented, by faculty members has been created.
5. Reminder letters were sent to AISHE and UGC for necessary correction in name of College.
6. Academic, sports and cultural activities were chalked out.



(Dr. S. P. S. Rathore)

Coordinator, IQAC Committee



(Prof. Hem Raj Meena)

राजकीय महाविद्यालय, कोटपुल्ल
Principal