



Janki Devi Bajaj Government Girls College, Kota



AQAR 2022-23

Criterion 6

6.5.3. Quality Assurance Initiatives of The Institution

IQAC Meeting minutes



Office of the Principal, Janki Devi Bajaj Government Girls College,
Near Antaghar Circle Nayapura, Kota
Email Address- jdbcollege@gmail.com
Phone & Fax No. 0744-2324074

No.:NAAC/JDB/GCK/2022/

Date : 30/9/22

Minutes of Meeting (IQAC)

The meeting of IQAC committee of the college was held on 30th September 2022, at 2.00 P.M. in Principal's Chamber. Dr. Sanjay Bhargava, Principal presided over the meeting.

The following members were present-

1. Dr. Shuchita Jain	Coordinator IQAC <i>Shuchita Jain</i>
2. Dr. Raghuraj Parihar	Management Representative <i>Raghuraj Parihar</i>
3. Dr. Pratima Shrivastava	Member <i>Pratima Shrivastava</i>
4. Dr. Fatima Sultana	Member <i>Fatima Sultana</i>
5. Dr. Vijay Devra	Member <i>Vijay Devra</i>
6. Dr. Smriti Johri	Member <i>Smriti Johri</i>
7. Dr Poonam Jaiswal	Member <i>Poonam Jaiswal</i>
8. Dr. K.M.Gavendra	Member <i>K.M.Gavendra</i>
9. Dr. Prachi Dixit	Member Alumni <i>Prachi Dixit</i>
10. Dr. Praveen Bhandari	Member (Industry Representative) <i>Praveen Bhandari</i>
11. Ms Sayad Aqsa Abid	Student Representative <i>Aqsa Abid</i>
12. Shri Vinod Kumar Saxena	AAO <i>Vinod Kumar Saxena</i>

First of all Dr. Shuchita Jain, Coordinator, IQAC welcomed all members and Dr. Sanjay Bhargava, the Chairperson and Patron, on behalf of IQAC committee in first quarterly meeting of the session 2022-23.


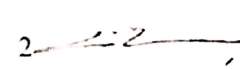
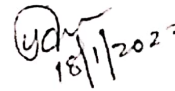
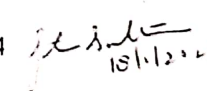
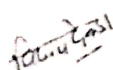
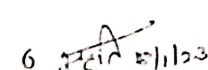





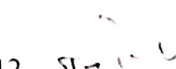
The minutes of last meeting were reviewed and following issues regarding quality enhancement were discussed in detail.

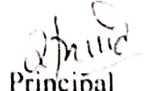
- The cleanliness in the campus to be maintained, on regular basis. Dr. Sanjay Bhargava, Principal, explained about the planning and execution regarding clean campus mission.
- The data required for AQAR 2021-22 to be compiled and to be uploaded on HEI NAAC Portal, timely. Dr. Shuchita Jain, shared the information regarding progress done till date, of AQAR 2021-22.
- The safety measures are important and hence fire extinguishers to be refilled and replaced as per the need. Dr. Pratima Shrivastava suggested that the demonstration of use of fire extinguisher is important and staff should be trained for the same.



- To have more MoUs
- To prepare NAAC Self Study Report as per the revised guidelines of NAAC.
- Green Audit of the campus has to be done.
- To update the details of each criterion on webpage, as per the NAAC framework. Dr Poonam Jaiswal shared the progress of updating details till date to fulfill NAAC requirements.
- Dr. Vijay Devra proposed to organize -1 extension lectures, Workshops on IPR and Research Methodology
- Dr. Prachi Dixit, Member Alumni discussed the issues regarding Alumni activities and contribution by members.
- Dr. Praveen Bhandari suggested about the linkage of industry and academic institution.
- Dr. Fatima Sultana added the information regarding collaborations done for academic and other activities.
- Dr. Smriti Johri put forth the details of students placed till date and progress of career and counseling cell.
- Maintenance and extension of botanical garden is one of the important issues to take up and work out.
- Water logging in the campus is another important issue which needs to be addressed immediately.
- First aid box facility should be available in Girls' common room and in each department.
- Ms Sayd Aqsa Abid was happy to note about the activities to be organized for students.
- Dr. Raghuraj Parihar, Assistant Director, appreciated the initiatives taken into consideration by college administration for accreditation process.
- Dr. Sanjay Bhargava, Principal asked the members to work for quality enhancement to maintain the A grade which was secured earlier in NAAC accreditation process.

The meeting was concluded with the vote of thanks.

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Principal
JDB Govt. Girls College Kota
प्राचार्य
जा.दे.ब.राजकीय कन्या महाविद्यालय,
कोटा

Janki Devi Bajaj Government Girls College, Kota

Minutes of Meeting (IQAC)

The meeting of IQAC committee of the college was held on 18th January 2023, at 2.00 P.M. in Principal's Chamber. Dr. Sanjay Bhargava, Principal, presided over the meeting.

The following members were present-

1. Dr Shuchita Jain	Coordinator IQAC	<i>Shuchita Jain</i>
2. Dr Raghuraj Parihar	Management Representative	<i>Raghuraj Parihar</i>
3. Dr Pratima Shrivastava	Member	<i>Pratima Shrivastava</i>
4. Dr. Fatima Sultana	Member	<i>Fatima Sultana</i>
5. Dr Vijay Devra	Member	<i>Vijay Devra</i>
6. Dr. Smriti Johari	Member	<i>Smriti Johari</i>
7. Dr Poonam Jaiswal	Member	<i>Poonam Jaiswal</i>
8. Dr. K.M.Gavendra	Member	<i>K.M.Gavendra</i>
9. Dr. Prachi Dixit	Member Alumni	<i>Prachi Dixit</i>
10. Dr. Praveen Bhandari	Member (Industry Representative)	<i>Praveen Bhandari</i>
11. Ms Sayad Aqsa Abid	Student Representative	<i>Sayad Aqsa Abid</i>
12. Shri Vinod Kumar Saxena	AAO	<i>Vinod Kumar Saxena</i>

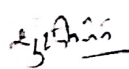
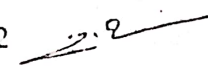

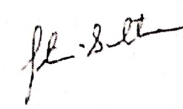


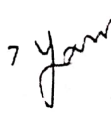

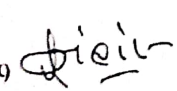


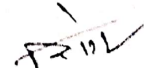
First of all Dr. Shuchita Jain, Coordinator, IQAC welcomed all members on behalf of IQAC committee in second quarterly meeting of the session 2022-23.


The minutes of last meeting were reviewed and following issues regarding quality enhancement were discussed in detail.

- The cleanliness in the campus to be maintained, on regular basis. Dr. Sanjay Bhargava, Principal, explained about the execution which is under progress regarding clean campus mission. Maintenance of infrastructure and beautification of campus is under progress.
- The data required for AQAR 2021-22 has been compiled and to be uploaded on HEI NAAC Portal, timely. Dr. Shuchita Jain, shared the information regarding progress done till date, of AQAR 2021-22 and assured that submission will be done tomorrow.
- Dr Sanjay Bhargava, Principal shared the information about MoU signed with Azim Premji University regarding translation
- NAAC Self Study Report has been prepared as per the revised guidelines of NAAC. As per the guidelines of NAAC, College has to take SSR Mock Test on HEI Portal to check the score of the college
- A review meeting was held with assessor on 9th January 2023, where he said that the institution is having potential to achieve good grade in NAAC accreditation process
- Green Audit of the campus has been done and certificate has been uploaded on the webpage.
- Dr Shuchita Jain shared the planning of organizing book fair in collaboration with Rajasthan Hindi Granth Academy, Jaipur in near future.

- Dr Poonam Jaiswal shared the progress of updating details till date to fulfill NAAC requirement. She also added that upgrading of BSNL leased line has been done to 6MBPS at lower cost.
- The space for running canteen in the campus, is to be identified.
- Dr Praveen Bhandari suggested to organize Entrepreneurship awareness program in collaboration with MNIT, Jaipur. He also assured the donation of wheel chair to college for the benefit of physically challenged students.
- Dr Fatima Sultana shared the information of registration of the college on NIRF portal.
- Dr. Vijay Devra shared the information regarding evaluation and submission of CAS forms to CCE, Jaipur. 16 forms for the post of Professor have been submitted to CCE, Jaipur for further necessary action.
- Dr. Prachi Dixit, Member Alumni discussed the issues regarding Alumni activities and contribution by members done during last two sessions which is highly appreciable.
- Dr. Praveen Bhandari suggested about the linkage of industry and academic institution.
- Dr. Smriti Johri explained about the planning for organizing job fair shortly.
- Dr Pratima Shrivastava insisted that, Staff for maintenance and extension of botanical garden is required.
- Dr Sanjay Bhargava, Principal, told that to resolve the issue of water logging in the campus, internal drainage system will be repaired by UIT and main college gate will also be renovated.
- Dr. Raghuraj Parihar, Assistant Director, appreciated the initiatives taken and implementation done by college administration
- Dr. Sanjay Bhargava, Principal asked the members to work for quality enhancement to maintain the A grade which was secured earlier in NAAC accreditation process.

The meeting was concluded with the vote of thanks.

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 Principal **माचार्य**
 जा.दे.ब.राजकीय कन्या महाविद्यालय,
 कोटा

JANKI DEVI BAJAJ GOVERNMENT GIRLS COLLEGE, KOTA

Minutes of Meeting (IQAC)

The third quarterly meeting of IQAC committee was held on 29th March 2023 at 2.00 PM in Principal's chamber. Dr Sanjay Bhargava Principal, presided over the meeting. The following members were present-

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|--------------------------|---|--------------------|
| 1 Dr Shuchita Jain- | Coordinator | <i>[Signature]</i> |
| 2 Dr Raghuraj Parihar- | Asst Director (College Education Rajasthan) | <i>[Signature]</i> |
| 3 Dr Pratima Shrivastava | -Member | <i>[Signature]</i> |
| 4 Dr Fatima Sultana- | Member | <i>[Signature]</i> |
| 5 Dr Vijay Devra - | In charge, UGC | <i>[Signature]</i> |
| 6 Dr Smriti Johari - | Member, CDC | <i>[Signature]</i> |
| 7 Dr Poonam Jaiswal- | Member | <i>[Signature]</i> |
| 8 Dr K M Gavendra- | Member | <i>[Signature]</i> |
| 9 Dr Prachi Dixit- | Member Alumni | <i>[Signature]</i> |
| 10 Dr Praveen Bhandari- | Member (Industry Representative) | <i>[Signature]</i> |
| 11 Ms Sayyad Aqsa Abid- | Student Representative | <i>[Signature]</i> |
| 12 Sh Vinod Saxena- | AAO | <i>[Signature]</i> |

1. First of all, Dr Shuchita Jain, Coordinator IQAC welcomed all members in the third quarterly meeting for the session 2022-23.
2. The minutes of the last meeting were reviewed and approved.
3. Third cycle of NAAC accreditation of the college is due now and the current 2F & 12B certificate from UGC with an updated name is awaited. Correspondence for the same is continuing. It will be received shortly.
4. As per the verbal communication and directions by SLQAC officials, the copy of the letter sent to UGC can be used for filing IIQA, to enter into the NAAC process. Hence IIQA may be filed.
5. Discussion regarding NAAC accreditation and IIQA filing was done.
6. As per the NAAC guidelines, NAAC accreditation process fees will be revised from 1st April 2023.
7. To avoid further delay in the process and financial burden on the government, it was unanimously decided by all members to file IIQA before 1st April 2023. It was unanimously agreed to file IIQA on 30th March 2023.
8. Dr Sanjay Bhargava, Principal, asked the team members to be ready with the documentation required for filing of IIQA.

The meeting was concluded with a vote of thanks by Dr Shuchita Jain.

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7 *[Signature]* 8 *[Signature]* 9 *[Signature]* 10 *[Signature]* 11 *[Signature]* 12 *[Signature]*

[Signature]
Principal **प्राचार्य**
Janki Devi Bajaj Government Girls College
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Kota कोटा