

## QUALITY INITIATIVES BY IQAC SESSION 2015-16

### Meeting 01 JULY 2015

Following Members were present

1. Dr. Usha Shrivastava
2. Dr. D.S.Raghuvanshi
3. Dr. I.K.Mangal
4. Dr. Ajay Chaturvedi
5. Dr. Kalpana Singh
6. Dr. Anurag Singh Titov
7. Dr. Rekha Khanna
8. Dr. Manikant

Following decisions were taken

NAAC Peer team visit for reaccreditation is due on September 2015 , in that light following is expected from various criterion heads

Arrangement of all the documents in proper files and folders

PPT of all the departmental profiles

Arrangement of research data properly in the departments

Arrangement of governance related data in the office

College should be presented in the best possible way to peer team members.

Dr. D.S.Raghuvanshi  
Coordinator

Dr. Usha Shrivastava  
Principal

## QUALITY INITIATIVES BY IQAC SESSION 2015-16

### MEETING 04 NOVEMBER 2015

Following Members were present

1. Dr. Usha Shrivastava
2. Dr. D.S.Raghuvanshi
3. Dr. I.K.Mangal
4. Dr. Ajay Chaturvedi
5. Dr. Kalpana Singh
6. Dr. Anurag Singh Titov
7. Dr. Rekha Khanna
8. Dr. Manikant
9. Dr. Shashi Joshi

Following decisions were taken

- NAAC peer team suggestions about the college. (SEPTEMBER 2015)
- Organization of seminars / conferences and training for faculty and students  
OCTOBER 2015- APRIL 2016
- Career fair  
DECEMBER 2015 –FEBRUARY 2016
- Placement activities
  - SEPTEMBER 2015-APRIL 2016
- Publication of Research Papers in High quality Journals
  - 01/07/2015 TO 30/06/2016
- More Faculty should register as Research Supervisors
- Improvement in social activities (NSS INITIATIVE)
  - AIDS Awareness 28/01/2016
  - 07 days Special camp November 2015
  - 40 days Special camp on Simhastha JANUARY 2016
- NATIONAL SERVICE AND INTEGRATION (NCC ACTIVITIES)

Dr. D.S.Raghuvanshi  
Coordinator

Dr. Usha Shrivastava  
Principal

## QUALITY INITIATIVES BY IQAC SESSION 2015-16

### MEETING 02 April 2016

Following Members were present

1. Dr. Usha Shrivastava
2. Dr. D.S.Raghuvanshi
3. Dr. I.K.Mangal
4. Dr. Ajay Chaturvedi
5. Dr. Kalpana Singh
6. Dr. Anurag Singh Titov
7. Dr. Rekha Khanna
8. Dr. Manikant
9. Dr. Shashi Joshi

Following decisions were taken

- GEERING UP FOR Session 2016-17
- Simhastha 2016 Participation of college in helpdesk, College and Principal of the college to act as nodal agency for Simhastha helpdesk
- Establishment of camps in Simhastha 2016 by NSS and NCC wing of the college

Dr. D.S.Raghuvanshi  
Coordinator

Dr. Usha Shrivastava  
Principal

## Meeting 10 JULY 2016

Following Members were present

1. Dr. Usha Shrivastava
2. Dr. D.S.Raghuvanshi
3. Dr. I.K.Mangal
4. Dr. Ajay Chaturvedi
5. Dr. Kalpana Singh
6. Dr. Anurag Singh Titov
7. Dr. Rekha Khann
8. Dr. Shashi Joshi

Following decisions were taken

- PURE (pursuit of Research Excellence) an ambitious Flagship program to be launched from 05<sup>th</sup> September 2016
- Emphasis on Cluster activities, Student Exchange Program under PURE , Student Research activities with financial support from Janabhagidari Samiti to be organized for cluster colleges
- Financial Proposal to be prepared by Computer Science Department for Construction of a new Computer Science Lab. Proposal to be sent to Janabhagidari Samiti for Approval
- Organization of seminars / conferences and training for faculty and students
- Celebration of events for International year of pulses(IYP 2016)
- Strengthening of Industry Academia Partnership

## MEETING 07 OCTOBER 2016

Following Members were present

1. Dr. Usha Shrivastava
2. Dr. D.S.Raghuvanshi
3. Dr. I.K.Mangal
4. Dr. Ajay Chaturvedi
5. Dr. Kalpana Singh
6. Dr. Anurag Singh Titov
7. Dr. Rekha Khanna
8. Dr. Manikant
9. Dr. Shashi Joshi

Following decisions were taken

- Implementation of NAAC peer team suggestions
- Organization of seminars / conferences and training for faculty and students  
OCTOBER 2016- APRIL 2017
- Organization of Career fair , inclusion of more industries so that career opportunities may be provided to students
- Business Incubation Centre(Swavlamban) promotion through trainings and workshop related activities for new start ups
- Publication of Research Papers in High quality Journals
- More Faculty should register as Research Supervisors
- Strengthening of Industry Academia Partnership
- Establishment of Social Labs Society Connect Programme (SCP) in adopted villages
  - Social activities through NSS & NCC
  - AIDS Awareness
  - Blood donation
  - Cleanliness drive
  - Digital India
  - Make in India

## **MEETING 03 April 2017**

Following Members were present

1. Dr. Usha Shrivastava
2. Dr. D.S.Raghuvanshi
3. Dr. I.K.Mangal
4. Dr. Ajay Chaturvedi
5. Dr. Kalpana Singh
6. Dr. Anurag Singh Titov
7. Dr. Rekha Khanna
8. Dr. Manikant
9. Dr. Shashi Joshi

Following decisions were taken

- Gearing up for Session 2017-18
- Review of activities undertaken in 2016-17. Appreciation of Student Research Internship programme under PURE
- Feedback to be collected from different stake holders and analysed and communicated to the responsible.
- More focus on Teacher Guardian scheme in 2017-18
- Improvement in new teaching methodologies through the use of ICT in 2017-18

# **IQAC MEETINGS 2017-18**

**1. MEETING 04 JULY 2017**

**2. MEETING 09 OCTOBER 2017**

**3. MEETING 03 APRIL 2018**

## **1.Meeting 04 JULY 2017**

Following Members were present

1. Dr. Usha Shrivastava
2. Dr. D.S.Raghuvanshi
3. Dr. I.K.Mangal
4. Dr. Arpan Bhardwaj
5. Dr. Ajay Chaturvedi
6. Dr. Kalpana Singh
7. Dr. Anurag Singh Titov
8. Dr. Rekha Khann
9. Dr. Shashi Joshi

Following decisions were taken

- Framing of new vision , mission and goals of the college for next five years
- Strategy Planning for next five years, and execution for year 2017-18
- RUSA Grant first instalment received on 31/03/2017, execution of grant as per DPR submitted
- P.G. Diploma in Yoga and P.G.Diploma in Computer Application and Computer Science to start from session 2017-18. Review of facilities available for these new programs.
- Establishment of Advanced Instrumentation Research Facility (AIRF )in college
- Purchase Process for Sophisticated HPLC Equipment for academic excellence Under RUSA Grant
- Student exchange programme, Career advancement activities for students and faculty of the college
- Organization of seminars / conferences and training for faculty and students
- Promotion of research activities in the college
- Strengthening of Academic counselling cell in the college
- Strengthening of Industry Academia Partnership



## 2.MEETING 09 OCTOBER 2017

Following Members were present

1. Dr. Usha Shrivastava
2. Dr. D.S.Raghuvanshi
3. Dr. Arpan Bhardwaj
4. Dr. Ajay Chaturvedi
5. Dr. Kalpana Singh
6. Dr. Anurag Singh Titov
7. Dr. Manikant
8. Dr. Shashi Joshi

Following decisions were taken

- Infrastructure Proposals
  - Proposal to be put before Janabhagidari samiti for construction of boundary wall in the girls hostel amount 8,89,000/-
  - Financial provisions for arrangement of Automatic cut off valve, sensor arrangements in overhead water tanks Rs. 25,000/-
  - Arrangement of CCTV Cameras towards Botany Wing
  - Proposal for Service road. Estimate to be prepared by UMC.
- World Bank IDP activity coordinators appointment
- Organization of seminars / conferences and training for faculty and students OCTOBER 2017-june 2018
- Organization of Science Exhibition and science related study tours
- Organization of Career fair , inclusion of more industries so that career opportunities may be provided to students
- Business Incubation Centre(Swavlamban) promotion through trainings and workshop related activities for new start ups
- Publication of Research Papers in High quality Journals
- More Faculty should register as Research Supervisors
- Strengthening of Industry Academia Partnership through Alumni participation
- Establishment of Social Labs Society Connect Programme (SCP) in adopted villages
  - Social activities through NSS & NCC
  - AIDS Awareness
  - Blood donation
  - Cleanliness drive
  - Digital India
  - Make in India

### **3.MEETING 03 April 2018**

Following Members were present

1. Dr. Usha Shrivastava
2. Dr. D.S.Raghuvanshi
3. Dr. I.K.Mangal
4. Dr. Ajay Chaturvedi
5. Dr. Kalpana Singh
6. Dr. Rekha Khanna
7. Dr. Manikant
8. Dr. Shashi Joshi

Following decisions were taken

- Gearing up for Session 2018-19. RUSA equipment list to be prepared with specifications as per DPR submitted to be purchased in subsequent year 2018-19
- Due Publicity of Newly framed vision and mission of the college. To be exhibited on all e content and e property of college, To be exhibited on walls and different places in college
- Review of activities undertaken in 2017-18. Review of status of Advanced Instrumentation Research Facility
- Feedback to be collected from different stake holders and analysed and communicated to the responsible.
- More focus on Teacher Guardian scheme in 2017-18
- Improvement in new teaching methodologies through the use of ICT in 2018-19.

# **INTERNAL QUALITY ASSURANCE CELL**

**SESSION 2018-19**



## **MEETINGS**

**MEETING 01 DATED: 02/07/2018**

**MEETING 02 DATED: 15/11/2018**

**MEETING 03 DATED: 05/04/2019**

## **MEETING 01 DATED: 02/07/2018**

**First meeting of IQAC for session 2018-19 is convened at 3.00 pm in conference hall**

**Following members were present.**

1. Dr. Arpan Bhardwaj Principal
2. Dr. H.S Dwivedi
3. Dr. Pinki Dwivedi
4. Dr. Shehla Ishaque
5. Dr. Rekha Khanna
6. Dr. Kalpana Singh
7. Dr. R.K.Tiwari
8. Dr. I.K.Mangal
9. Dr. Deependra Singh Coordinator IQAC
- 10.

**AGENDA and points discussed:**

Review of 2017-18 Quality Initiatives and success rate

Analysis of Results

College has seen a fall in the B.Sc Results in session 2017-18. Taking note of that IQAC proposes to constitute an analysis panel to look into the matter. Panel should meet once in every month and put forward concrete measures to improve result scenario in 2018-19.

Strengthening of Academic Counselling cell

Academic Counselling Board was constituted in 2015-16 session in the college. Strengthening is proposed to achieve enhanced student centric academic activities in Place through support plans for slow and fast learners both. Remedial extra classes, Tutorials and coaching classes for slow learners and Chamber consultation hours/ classes for Fast learners should be planned and executed through board members

Analysis of IDP Activities

Institutional Development plan was prepared by the trained team MPHEQIP for the college which has 2 trained professors from the college. IDP activities should be discussed through group workshops with students Faculty and Non-teaching staff. A series of workshops should be planned, Coordinator Benchmarking is entrusted this responsibility

Flagship Programmes to be implemented in synchronisation with academic Calendar

Excellence framework in college is achieved through well-knit Flagship framework. One new Flagship programme Ananya will be launched in the session 2018-19 to cater to issues related to Gender equality especially to women and Gender Development Cell. Excellence Acquisition Tenure EAT will be launched by IQAC for better synchronisation of Flagship programme with academic calendar

Organization of one inter institutional Event of high impact to nurture Science aptitude among students

Institute is a science college and as a mark of dedication of Institute towards Scientific temperament IQAC suggests to organize Programme with wide coverage starting from 10+2 schools to Colleges to University to Engineering Colleges across Ujjain. Support of Funding agencies like MPCST, UGC Or DST should be sought



Dr. Arpan Bhardwaj

Principal

## Meeting 02 DATED: 15/11/2018

Second meeting of IQAC for session 2018-19 is convened at 3.00 pm in conference hall  
Following members were present.

1. Dr. Arpan Bhardwaj	Principal
2. Dr. H.S Dwivedi	Member
3. Dr. Pinki Dwivedi	Member
4. Dr. Shehla Ishaque	Member
5. Dr. Rekha Khanna	Member
6. Dr. Kalpana Singh	Member
7. Dr. R.K.Tiwari	Member
8. Dr. I.K.Mangal	Member
9. Dr. Deependra Singh	IQAC Coordinator
10. Ms. Shivangi Vyas	Student
12. Mr. Yashwant Bairagi	Student
13. Sh. Sanjay Sharma	Industrialist

### Agenda and decisions taken

Impact Analysis of Young Scientist Dialogue organized with MPCST Collaboration

*Young Scientist Dialogue organized with MPCST Collaboration on 28/09/2018. Dr. Sudhir Mishra CEO BrahMos was the chief guest of the occasion. Programme has wide coverage starting from 10+2 schools to Colleges to University to Engineering Colleges across Ujjain. Programme was attended by 2500 participants. Programme was appreciated by the IQAC members*

### SWEEP Activities

*Suspension of all social activities involving public representatives / political representatives due to model code of Conduct reinforcement in state due to state assembly elections.*

*Reorganization of teaching responsibilities to accommodate professors on election duty  
Organization of trainings for students and faculty*

### Strengthening of Eco restoration activities

*Eco Restoration Practices are reviewed and strengthening practices suggested in the college which includes*

- *Neutralization of water discharge in Chemistry/ Pharmaceutical Lab*
- *Micro estimation Techniques to minimise Chemical discharge*
- *Simulation Labs before wet labs to prevent chemical wastage*
- *Ethical Policy in Place*
- *Minimisation of Electronic waste*
- *Solid waste management through Best out of waste policy*
- *Programmes like Ozone day celebration, Earth Day, World Environment day to spread awareness*
- *Plantation Activities*

### RUSA development activities

*IQAC expressed satisfaction over the RUSA activities in the college*

*RUSA Renovation activities of value Rs. 70,00,000/- are complete which includes renovation of Laboratories( Chemistry, Physics, Botany, Zoology, Geology) Corridors, washrooms , Construction of New Biotechnology block has also started*

A small, square image containing a handwritten signature in blue ink. The signature appears to be 'Arpan' with a stylized initial 'A'.

*Dr. Arpan Bhardwaj*

*Principal*

## **MEETING 03 DATED 05/04/2019**

**First meeting of IQAC for session 2018-19 is convened at 3.00 pm in conference hall**

**Following members were present.**

1. Dr. Arpan Bhardwaj Principal
2. Dr. H.S Dwivedi
3. Dr. Pinki Dwivedi
4. Dr. Shehla Ishaque
5. Dr. Rekha Khanna
6. Dr. Kalpana Singh
7. Dr. R.K.Tiwari
8. Dr. I.K.Mangal
9. Dr. Deependra Singh Coordinator IQAC

**Academic and Administrative Audit of the college. Participation of college in Governance Benchmarking**

*External and internal Academic and Administrative audit should be conducted in the college with Financial audit, As per Govt. suggestions College should work towards adopting unified account of charts for all accounts practiced in the college. College should ensure participation in Governance Benchmarking too.*

**Registration of college as Local Chapter in NPTEL**

*Registration of students in MOOCS IN NPTEL*

Students are to be inspired to register for MOOCS hosted on SWAYAM/NPTEL platform until the college registers as Local Chapter Students need to be inspired to register in individual capacity

**Celebration of IYPT 2019 activities**

Year 2019 is declared by UNESCO as International Year of Periodic Table IYPT 2019. Programmes calendar should be prepared in synchronisation with academic calendar and EAT for conducting IYPT 2019

**Involvement of PG students in Field projects and organization of trainings, other than the projects mandatory for their degree.**

03 group of students registered in Chemistry  
02 group of Students registered in Yoga  
01 group of students registered in Biotechnology

Instrumentation and HPLC Training is organized for students and Faculty. Training is organized with support from Career Guidance cell

**Research and Innovation Ecosystem in the college**

Publication of Research Papers in High quality Journals and Participation of Faculty in seminar/ Conferences  
UG and PG research programme strengthening with student research projects.  
PG Chemistry college level research Journal chemica approved for launch  
Students encouragement to develop their own e content and upload on You Tube.



## Review of Training of teachers for blended teaching modes.

Review of Training organized for Blended learning is proposed. Training was organized from December 2018 10/12/2018 to 22/12/2018 . Total Participation 21 Faculty. Academic Counselling cell and Research and innovation cell should look into the training impact and submit its report within 15 days .So that further trainings should be launched.



*Dr. Arpan Bhardwaj*

*Principal*



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**IQAC MEETING 2019-20  
MEETING 1  
DATE 01<sup>ST</sup> JULY 2019**

An important IQAC meeting was organized on 01/07/2019, This is the first meeting of IQAC in session 2019-20. College has to apply for reaccreditation in cycle 3, the meeting was organized with an emphasis on revised A&A process  
Following member were present

**INSTITUTIONAL MEMBERS**

- Dr. Brijesh Pare
- Dr. Shehla Ishaque
- Dr. I.K. Mangal
- Dr. K.P. Sahu
- Dr. Anil Pandey
- Dr. H.s. Dwivedi
- Dr. Ayaz Ahamad Siddqui
- Dr. Pinky Dwivedi
- Dr. Anurag Singh Titov
- Dr. D.S. Raghuvanshi
- Dr. Jeevan Singh Solanki
- Dr. Pradeep Lakhre

**STUDENT MEMBERS**

- Km. Kratika
- Sh. Rohit Yogi

**EXTERNAL MEMBERS**

- Dr. R.C. Jatwa Additional director higher education Ujjain
- Dr. Shubha Jain Dean science Faculty Vikram University Ujjain



### ***Following decisions were taken***

Time table committee is directed to implement new time table from 15<sup>th</sup> of July, till then tentative time table should be in force

Departments were asked to review Learning objectives of their programmes and courses and ensure effective attainment of learning objectives of courses and programmes, if needed changes should be incorporated

All the teachers should submit their teaching planners by 7<sup>th</sup> of July incorporating teaching methodology and resources

Induction classes for first batch of UG Classes are starting from 02<sup>nd</sup> of July 2019. A team of professors to conduct induction classes is being floated. Report of Induction classes to be submitted with photographs just after the schedule is completed till 8<sup>th</sup> of July 2019.

Analysis of Results of session 2018-19 academic Counselling cell. Segregation of students into fast and advanced learners. Designing of customized plan for slow and fast learners.

Academic Counselling cell is directed to submit plan for programmes for Slow and advanced Learners by 10<sup>th</sup> of July along with Remedial Classes

Trainings and Seminars : IQAC has decided to ask HOD of various subjects to submit proposals for trainings of students and FDP along with professional training programme for non-teaching employees.

International Year of Periodic Table activities to be carried out effectively. Department of Chemistry was instructed to submit detailed plan by 6<sup>th</sup> of July.

Synchronization of all activities in EAT (Excellence Acquisition schedule). Flagship Programme to be synchronized with all other calendars

SCP Director was directed to start motivational programmes for SCP and Flagship programme for first batch of students and consecutively for other batches from 5<sup>th</sup> of July. Registration for SCP should start immediately..

Strengthening of Eco restoration activities  
Eco Restoration Practices are to be reviewed and strengthened in the college which includes  
Neutralization of water discharge in Chemistry/ Pharmaceutical Lab  
Micro estimation Techniques to minimise Chemical discharge  
Simulation Labs before wet labs to prevent chemical wastage  
Ethical Policy in Place  
Minimisation of Electronic waste



Solid waste management through Best out of waste policy  
Programmes like Ozone day celebration, Earth Day, World Environment day to spread awareness  
Plantation Activities

Proposals to conduct workshop/ seminars and conferences are invited from different departments.

Meeting was concluded with concluding Remarks by the chairperson. Vote of thanks was delegated by coordinator IQAC.

Principal & Chairperson IQAC





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**IQAC MEETING 2019-20**

**MEETING 2**

**DATE 31<sup>ST</sup> JANUARY 2020**

In the light of resignation submitted by Dr. Deependra Singh Raghuvanshi as IQAC coordinator, Dr. Kalpana Virendra Singh Professor Chemistry has been appointed as new Coordinator Internal Quality Assurance cell. An important IQAC meeting is organised on 31.01.2020. Following member were present

**INSTITUTIONAL MEMBERS**

- Dr. Brijesh Pare
- Dr. Shehla Ishaque
- Dr. I.K. Mangal
- Dr. K.P. Sahu
- Dr. Anil Pandey
- Dr. H.s. Dwivedi
- Dr. Ayaz Ahamad Siddqui
- Dr. Pinky Dwivedi
- Dr. Anurag Singh Titov
- Dr. D.S. Raghuvanshi
- Dr. Jeevan Singh Solanki
- Dr. Pradeep Lakhre

**STUDENT MEMBERS**

- Km. Kratika
- Sh. Rohit Yogi

**EXTERNAL MEMBERS**

- Dr. R.C. Jatwa Additional director Higher education Ujjain
- Dr. Shubha Jain Dean science Faculty Vikram University Ujjain
- Dr. Sanjay Sharma Industrialist S&H Industries Udhyogpuri Maksi road Ujjain





## AGENDA IQAC MEETING 31/01/2020

### Action to improve quality and governance

#### Criterion 1 curricular aspects

- 1 academic autonomy: launching of value-added courses for 30 hours.
- 2 implementation of curriculum

#### Criterion 2 Teaching learning and evaluation

- 3 Teaching learning and evaluation methodology. SWAYAM NPTEL courses registration till jan 27<sup>th</sup>
- 4 result analysis per subject per teacher
- 5 new teaching learning and evaluation methodologies

#### Criterion 3 research and extension

- 6 industries participation : industry academia interface
- 7 social labs for students through CSR activity of the college which will have participation of society along with students involvement of NCC and NSS Units.
- 8 student projects PG IV Sem
- 9 seminar on IPR

#### Criterion 5 student support and progression

- 10 Inclusion of students in various committees IQAC, SPORTS, YOUTH AFFAIRS ACADEMIC counselling cell
- 11 student tracking
- 12 Alumni association registration: Inclusion through participation in various committee, IQAC janbhagidari etc.
- 13 parent teachers meeting
- 14 digital file for students

#### Criterion 6 governance

VISION Mission Goals Objectives

Group SMS and Mail to students to acquaint them with mission and goals of institute



Vision and mission on student diaries, college wall, College Publication

Procurement of accounting software

Development of management information system for students

### **Criterion 7 : Best practice**

**DVV, SOP., KEY WEGIHTAGES**

**Student satisfaction survey**

**NAAC fee Structure**

**NAAC Grading system**

**Governance bench marking**

**Following decisions were taken -:**

**1 launching of value added courses:**

following courses are approved for launching in the second half of session 2019-2020 .

Research methodology	- Dr. I.K.Mangal
Green Chemistry & Nanoscienc	- Dr. B. Pare
Communication skills	- Dr. D.S. Raghuwansi
Office automations	- Dr R.K. Neema
Mineralogy	- Dr. P. Jatwa
Bio membrane models	- Dr. K.singh
Gender sensitization	-Dr. R.Khanna
Office Management	-Dr. P. Lakhre
C. Programming	- Sh. Anil Prajapati
Bioinformatics trainings	-Dr. Shobha shouche
Yoga	- Dr. A. Titov
Air purification	- Dr. A. Pandey & Dr.Harshad

IQAC appreciated the initiative of online courses coordinator and SPOC for having 336 course registrations. However it was reiterated to help students with MOOCS, in case a



student is facing problems with understanding of MOOCS despite help rendered by course forums. Mentors were instructed to look in to the matter as and when required.

IQAC reaffirmed the need of new teaching & learning methodology like-

1. Blended classrooms
2. Flip classes
3. Online video tutorials
- 4 ICT bared learning
5. Experiential learning

Some departments are already using these technologies, departments are asked to incorporate these participative learner centric methods on a broader scale and come up with report using this technology along with proof.

Regarding evaluation IQAC pressed on the need for adopting different evaluation methods and modes for CCE. Which includes.-

- 1 Different CCE modes for individual class. No repetition of mode during the complete duration of program.
- 2 open book system may be used as an evaluation mode in CCE.
- 3 Industry academia interactions to be launched every month. Alumni base may be used for this . Criterion coordinators for research and extension should make a schedule for Industry academia interactions.
- 4 A seminar on IPR is to be planned and conducted by criterion coordinator for criteria 3.
- 5 Students should be included in all committees, this will make the system student centric and more viable for students.
- 6 IQAC pressurized the need to go ahead with student tracking for student who have passed out in 2018-19 for the consecutive second year us suggested by world bank quality enhancement project.
- 7 Alumni association should be registered asap so that the activities initiated and implemented by alumni should be recorded in organized manner.
- 8 Digital files should be created for all 3200 students studying in the college.

Digital file is a digital document containing

- Aadhar Card
- Voters ID
- Caste certificate
- samagra ID
- income certificate
- All marksheets





- BPL card
- Ration card
- awards and certifications
- NSS/NCC certifications

Student should be well acquainted with the vision and mission of the college, so vision and mission should be communicated to student through group SMS, LMS and group emails.

IQAC appreciated the governance bench marking practice and assured to take up governance bench marking as an initiative under the aegis of IQAC .

IQAC Coordinator also informed members about the seminar on solar energy theoretically by ICSSR. ICSSR has asked for the detailed schedule which is being sent, 20<sup>th</sup> & 21<sup>st</sup> March equinox days have been selected as the seminar days. If final selection letter is received from ICSSR. IQAC has agreed to support the seminar.

IQAC coordinator presented salient points of SSR, DVV, Key weight ages SSS, NAAC fee structure and NAAC grading system to IQAC member through power point presentation –

Different criterion coordinators were appointed to make the IQA. AQAR and SSR submission process smooth and authentic.

Following criterion coordinators were appointed and approved by IQAC Chairperson. All Criteria should have activities strewn around flagship programmes PURE, EEHSaS, ViSTAR, ANANYA, PRIDE, SWAVLAMBAN, KALPATARU, SUDEEKSHA etc.

1. Dr. I.K. Mangal & Dr. B.Pare –Criterion 1
2. Dr. Pinki Dwivedi , Dr. Anil Pandey & Dr. K.P. Sahu - Criterion 2
3. Dr. S. Ishaque & Dr. D.S. Rahuwanshi - Criterion 3
4. Dr. A. Titov and Dr. P. Lakhre - Criterion 4
5. Dr. H.S. Dwivedi , Dr J.S. Solanki –Criterion 5
6. Dr. Ayaz Ahemed Siddiqui – Governance Bench marking. Criteria 6
7. Dr. Shobha Shouche –Criterion 7

Criterion Coordinators were asked to expand their teams for further action.

IQAC applauded the efforts of Chemistry department for organizing International Year of Periodic table with great success. Meeting was concluded with concluding Remarks by the chairperson. Vote of thanks was delegated by Dr. Kalpana Singh coordinator IQAC.





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**IQAC MEETING 2019-20**  
**MEETING 3**  
**DATE 10th February 2020**

An important IQAC meeting is organized on 10/02/2020 AT 3.00pm in conference hall.  
Following member were present

**INSTITUTIONAL MEMBERS**

- Dr. Brijesh Pare
- Dr. Shehla Ishaque
- Dr. I.K. Mangal
- Dr. K.P. Sahu
- Dr. Anil Pandey
- Dr. H.s. Dwivedi
- Dr. Ayaz Ahamad Siddqui
- Dr. Pinky Dwivedi
- Dr. Anurag Singh Titov
- Dr. D.S. Raghuwanshi
- Dr. Jeevan Singh Solanki
- Dr. Pradeep Lakhre

**STUDENT MEMBERS**

- Km. Kratika
- Sh. Rohit Yogi

**EXTERNAL MEMBERS**

- Dr. R.C. Jatwa Additional director Higher education Ujjain
- Dr. Shubha Jain Dean science Faculty Vikram University Ujjain



- **Constitution of Brand Building Cell to increase the public perception about college**

Brand Building is perceived as a complicated task, and mostly administration is so engrossed in day-to-day operations that they never even consider the brand identity they are projecting.

### **So, what is a "brand?"**

(Hint: It goes beyond having a memorable logo.)

Its Everything! A brand identity for an education institution is the way it defines itself to stake holders, external audience and employees. It embodies the core of what is and what its value are. its about Vision, mission Goals Objectives, SWOC of the institution. Its about defining them and then achieving them, and so much more.....

### **Why is branding important?**

Using the power of emotion, intellect and creativity, a strong brand identity will help acquire stakeholders, motivate employees, and build credibility! A strong brand image will influence current and prospective students' response to our institution.

A Cell is constituted hereby to look into Brand building through Online & Offline Platforms. Cell will function in close proximity to IQAC.

- **Data Management Cell**

Data Collection, management and conservation is an important task and backbone of good governance, a cell is constituted under the banner of IQAC to look into data collection, management and conservation through Online & Offline Platforms. Cell will Function in close proximity to IQAC

- **Status of syllabus completed UG and II and IV Semester of PG classes**

Analysis of the syllabus completed and additional support classes in the form of chamber consultation hours and Tutorials for slow and advanced learners should be organized by the departments, to improve the total marks obtained by individual students

- **Organization of Career activities**

Placement and Career guidance activities for M.Sc. Programme is to be completed by April 2021

- **Audits for session 2019-20 (Green Audit Environmental Audit and energy Audit administrative and academic audit)**

IQAC reiterated the need to have audits; committees are framed with in IQAC to coordinate these audits





- **HPLC and Medicinal plant training for students/ CELEBRATION OF National Science day on the theme " Women in science"**

Training on HPLC and Medicinal Plants is being organized under the Vivekanand career guidance cell and PG department of Chemistry. Other Departments should also submit proposals for organizing trainings

- **Proposals for Students trainings to be sent to DHE and MPCST for 2020-21**
- **Seminar on solar energy approved by ICSSR on 23<sup>rd</sup> and 24<sup>th</sup> of March**

Permission letters from guests are received for the seminar on 23<sup>rd</sup> and 24<sup>th</sup> of March 2020

- **Reports of Academic Counselling Cell/ Career guidance cell/ co-curricular activities/ sports were asked to be submitted till 31<sup>st</sup> March**
- **Financial Audit Reports to be generated through Tally by the internal auditor. Financial audit is to be completed by 7<sup>th</sup> April 2020 for session 2019-20**

Meeting was concluded with concluding Remarks by the chairperson. Vote of thanks was delegated by Dr. Kalpana Singh coordinator IQAC.

Dr. Kalpana Singh  
Coordinator IQAC



Principal & Chairperson





ज्ञानं परमं बलम्

**IQAC MEETING  
MEETING 4  
DATE 24<sup>TH</sup> MARCH 2020**

An important SOS meeting was organized on 24<sup>th</sup> March 2020, to inform all the IQAC members about the existing pandemic situation and that in wake of current situation all the activities requiring active participation and accumulation of students and Faculty will remain suspended. The National Solar Energy workshop also remain suspended.

Following members were present

**INSTITUTIONAL MEMBERS**

- Dr. Brijesh Pare
- Dr. Shehla Ishaque
- Dr. I.K. Mangal
- Dr. K.P. Sahu
- Dr. Anil Pandey
- Dr. H.s. Dwivedi
- Dr. Ayaz Ahamad Siddqui
- Dr. Pinky Dwivedi
- Dr. Anurag Singh Titov
- Dr. D.S. Raghuwanshi
- Dr. Jeevan Singh Solanki
- Dr. Pradeep Lakhre

**STUDENT MEMBERS**

- Km. Kratika
- Sh. Rohit Yogi

Meeting was concluded with concluding Remarks by the chairperson. Vote of thanks was delegated by Dr. Kalpana Singh coordinator IQAC.



**IQAC INFORMATION**  
**VIRTUAL MODE through Whatsapp (5)**  
**DATE 24<sup>TH</sup> MARCH 2020**  
**Night 10.00pm**

It is to inform all the IQAC members and all staff members about the existing pandemic situation and that in wake of current situation as per measures initiated by the central and state govt to curb the menace COVID 19 Pandemic all the activities on campus will remain suspended. As the campus is closed following 21 days Nationwide Lockdown. However following points are to be noted

1. As per the best of knowledge of IQAC and information available with IQAC UG Syllabus is already completed, still in the light of new circumstances if any syllabus is left incomplete, please be available online to students.
2. PG syllabi are still incomplete, all the faculty are suggested to go ahead with the online format of classes
3. College is going to create a group of college professors for helping college students, during lockdown. Interested Faculty are suggested to inform through group only.

Dr. Kalpana Singh  
Coordinator IQAC



Principal & Chairperson



## INTERNAL QUALITY ASSURANCE CELL



Govt. Madhav Science P.G.College  
Ujjain  
[madhavsciencecollegeujjain@gmail.com](mailto:madhavsciencecollegeujjain@gmail.com)

Date: 06<sup>th</sup> Day of Aug 2020

### MEETING OF HOD traditional subject & Self Finance Coordinator

An important meeting of concerned all is called on **08<sup>th</sup> Aug 2020 at 02.00 p.m.** Members are instructed to be present at time.

Venue: Conference hall

#### AGENDA:

- N List & NDIL
- Online teaching
- Value added courses
- Study Groups. (Mentoring)

#### HOD

1. Dr. Brijesh Pare
2. Dr. Ajay Saxena
3. Dr.K.S. Vishwkarma
4. Smt. P. Jatwa
5. Dr. Rajkumar Neema
6. Dr. smt. Shehla Ishaque
7. Dr. D.P. Chaturvedi
8. Dr. V.K. Gupta
9. Dr. I.K.Mangal
10. Dr. Hemant Gehalot
11. Dr. Shashi Joshi
12. Sh. Sanjeet Roy
13. Dr. Jevan singh Solanki
14. Dr. H.S. Dwivedi
15. Dr. Anil Pandey
16. Dr. Shobha Shouche
17. Dr. R.K. Tiwari
18. Dr. Pradeep Lakhre





An Important meeting of HODs and self finance coordinators was organized at 2.00pm in the conference hall. Following points were discoursed

1 N LIST :

HODs and Coordinators were asked to submit new resources available at N List, so that these resources could be uploaded on college website and used by students.

Instruction were given about finding out online resources related to the respective subjects in the from of websites, e content and Moocs.

2 ONLINE TEACHING : Looking at the pandemic situation focus has shifted from person to blended to online teaching . on the suggestion of HODs IQAC approved FDP for in hours faculty under Daksh the capacity building programme was organized on 23<sup>rd</sup> and 24<sup>th</sup> of June

The approved dates are :-

1 One day online teaching training for LMS Google classroom -11/08/2020

2 One month in house FDP for regular faculty from 1<sup>st</sup> October 2020 to 30<sup>th</sup> October 2020.

VALUE ADDED COURSES:

VALUE ADDED COURSES are running in online mode as per the Govt. order and consensus received it was decided to proceed with the value added courses in online mode only.

MENTORING THROUGH STUDY GROUPS

(Strengthening Of Menter Mentee Relationships)

College has a very healthy practice to have operational study groups for different subjects. Looking at the pandemic situation and problems faced during this time by young students which are not only academic but emotional and financial too, these study groups should works as counseling platforms. IQAC also suggested to executed mentoring through these groups . as per need customized study groups could be created for mentoring.





## INTERNAL QUALITY ASSURANCE CELL



Govt. Madhav Science P.G.College  
Ujjain  
[madhavsciencecollegeujain@gmail.com](mailto:madhavsciencecollegeujain@gmail.com)

Date: 07<sup>th</sup> Day of Aug 2020

### IQAC MEETING 2020

An important IQAC meeting is called on **10<sup>th</sup> Aug 2020 at 02.00 p.m.** Members are requested to be present and help in quality enhancement and management procedures.

Venue: Conference hall

#### AGENDA:

- A&A Cycle 3
- Revised A&A procedure and SOP
- Appointment of Criterion Coordinators
- Quality Enhancement practices for session 2020 -21

#### MEMBERS (COLLEGE NOMINEE)

19. Dr. Brijesh Pare	Member
20. Dr. ShehlaIshaque	Member
21. Dr. R.K.Tiwari	Member
22. Dr. K.P.Sahu	Member
23. Dr. Anil Pandey	Member
24. Dr. H.S Dwivedi	Member
25. Dr. Rohitashv Sharma	Member
26. Dr. Pinky Dwivedi	Member
27. Dr. Deependra Singh Raghuvanshi	Member
28. Dr. Anurag Singh Titov	Member
29. Dr. Jeeven Singh Solanki	Member N.C.C. Officer
30. Dr. Pradeep Lakhre	Member N.S.S.
31. Km. Kratika	Student Nominee M.Sc I Semester
32. Sh. Rohit Yogi	Student Nominee M.Sc I Semester



Coordinator IQAC  
Meeting minutes: -

Chairperson IQAC & Principal

Following Points were discoursed.

- ❖ Extension of academic year cycle owing to the pandemic situation.
- ❖ As per pandemic gripping the whole world academic year will be extended as per guidelines provide by the state Govt. IQAC members were informed about that.
- ❖ College is going for accreditation in cycle 3. IQAC members are informed about the revised A&A Procedure. Soft copies of the revised procedure and video links are shared with the IQAC members.
- ❖ Criteria Coordinators are appointed for all the criteria I.e. from criterion 1 to 7 Criteria coordinators are informed about their criteria and are informed about the teams also. Soft copies of SSR format and video tutorial for all the criteria are sent to the criteria coordinators. Criteria coordinators were directed to prepare criteria wise draft reports.

IQAC MEMBERS Emphasized on the need of blended teaching methodologies looking at pandemic situation this year. IQAC members also emphasized that there should be uniform LMS used for teaching activities.

IQAC MEMBERS Emphasized that the teaching should be learner centric specifically in this pandemic time, as students are not able it interact directly with teachers and it is difficult to address to their problems.

Need of quality enhancement through webinars and e FDP'S was also emphasized.

IQAC also discussed the issues about inadequacy of e resources with the students and suggested ways like movable library till the doors of studiedly, availability of notes thought some medium (secure enough)

Online evaluative modes for CCE were also discussed. IQAC emphasized that evaluative modes should also be learner centric.

IQAC emphasized the needs of FDP for regular and full time faculty of the college to keep them updated with the new teaching & learning methodologies.

IQAC has also emphasized the need to fully implement the LOCF. learning outcome based curriculam framework across classes.

IQAC forced on the need to organize following webinars urgently

- 1 Intellectual property rights
- 2 Industry Academia partnership
- 3 Sports



4 Internal and external audit.

IQAC members put forwarded the need to look into the usage of furniture and equipment supplied from the world bank secretariat of higher education

GER should be taken care of this year as we are grappling with a very serious and one in life time situation of COVID 19 pandemic this year.

IQAC expressed concern about organization of social services programmes under the purview of society connect programme. IQAC emphasized that the extension and outreach activities should be carried out through online mode.

IQAC Member expressed satisfaction on the execution of EAT module in the previous session and reaffirmed the fact that EAT module should be implemented in totality this Year too.

IQAC Also expressed satisfaction over the establishment and functioning of Prof. K. Srinivasulu chair in the college and requested chairperson of IQAC to direct director of IGC chair to come forward with the innovative programmes (academic)

Endowment in the form of equipment's by Sh. Ashish Tiwari

- 1 Electrophoresis system
- 2 Rotary microtome.

Furniture by Dr. Aruna Dhobale  
Rack

Were much appreciated by IQAC.







## Plan of Action and Action Taken Report

Plan of Action	Achievements/Outcomes
Analysis of Results specifically of B.Sc. programme in 2018-19. Identification of slow and fast Learners by academic Counselling cell	Analysis of Results of session 2018-19 academic Counseling cell. Segregation of students into fast and advanced learners. Designing of customized plan for slow and fast learners by Academic Counseling cell Functioning started from 10 <sup>th</sup> July and was in practice till September 2020
Review of Learning objectives of programmes and courses by individual departments and effective attainment of learning objectives of courses and programmes,	Learning Objectives are reviewed by the individual departments. LOCF is adopted by the college on the behest of IQAC. Learning Objectives are framed based upon Bloom's Taxonomy, these are displayed on college website as well as in the appropriate place in department, and objectives are well communicated to students also.
Induction classes for first batch of UG Classes to start from 02 <sup>nd</sup> of July 2019. A team of professors to conduct induction classes is being floated. Report of Induction classes to be submitted with photographs just after the schedule is completed till 8 <sup>th</sup> of July 2019.	Induction classes completed for first batch of fresh students. Deeksharambh programme followed afterwards, when the 2 <sup>nd</sup> and 3 <sup>rd</sup> counseling list too is declared. Deeksharambh has orientation schedules related to campus life and important events including teaching learning practices, beneficiary schemes, sports and career counselling
<b>Organization of Trainings and academic events and spoken tutorials for the students</b>	<p>Trainings were organized for students which includes Instrumentation workshops, HPLC, Cheminformatics, Extension lectures on various topics, special hands on sessions on innovative topics like scientoons, Events like poster presentations quiz and academic events were organized under the umbrella of International Year of Periodic Table. Starting 1/7/2019</p> <p>Cambridge learning course was launched for students and completed by students. Two faculty from the college are trained for the Cambridge learning course by Cambridge university.</p>
Synchronization of all activities in EAT (Excellence Acquisition schedule). Flagship Programme to be synchronized with all other calendars	EAT is Excellence Acquisition Tenure module and encompasses all activities starting from curricular to co-curricular to sports to Flagship programmes.
Strengthening of Eco restoration activities	Eco Restoration Practices are reviewed and strengthened in the college which includes Neutralization of water discharge in Chemistry/ Pharmaceutical Lab Micro estimation Techniques to minimise Chemical



	Simulation Labs before wet labs to prevent chemical wastage Ethical Policy in Place Minimisation of Electronic waste Solid waste management through Best out of waste policy Programmes like Ozone day celebration, Earth Day, World Environment day to spread awareness Plantation Activities
<b>Different Audits for the college</b>	Following Audits are conducted in 2019-20 Academic and Administrative audit Financial Audit Green Audit Environmental Audit Energy Audit
<b>Organization of FDP for Teachers and Professional Development programmes for Non-Teaching Employees</b>	Owing to the pandemic 07 online FDP for teachers and 03 professional development programme for non-teaching employees are organized. FDP on online teaching and Blended Teaching too is organized.  Under Daksh The capacity building programme was organized on 23 <sup>rd</sup> and 24 <sup>th</sup> of June training for LMS Google classroom -11/08/2020 One month in house FDP for regular faculty from 1 <sup>st</sup> October 2020 to 30 <sup>th</sup> October 2020
<b>Online classes through Google classroom LMS</b>	Google classrooms has been created by every faculty in the college and Classes are conducted through Google meet, Zoom, Youtube live and Microsoft Teams
<b>Organization of Webinars and online events</b>	34 webinars and online events are organized ,most of them of 2 days or three days duration Eminent Personalities like Padma Vibhushan Dr. Sonal Mansingh ji, Padma Bhushan Dr. Anil Prakash joshi ji, Magsaysay award winner sh Rajendra singh ji Padma Shri Dr. Janak Palta MCGilligan ji, Padma shri Dr. Shovana Narayan ji, Padma Shri Dr. Alok Mehta ji , Padma shri Prof T. Pradeep ji, Dr. Saurav Pal Director IISER Kolkata, Dr. Chetan Singh Solanki IIT Mumbai, Dr. Alok Shrivastava Humboldt Fellow Punjab University Chandigarh, Dr. Shirish Sherlekar Global Head TCS Mumbai, Dr N.Ratnashree Director Nehru planetarium New Delhi, Dr. S.Ragothamma from IISc Bengaluru, Dr. Abhishek Mishra from IIM Indore, Dr. Rajneesh Mishra IIT Indore, Dr. Suman Mukhopadhyay IIT Indore, Dr. Srilakshmi Desiraju Triphase Pharma Maysore, Dr. Vicki Gardiner Chair Commonwealth Chemistry, Prof Gladys Completo from Philippines and social workers like Ms. Laxmi Agarwal and many other eminent professors have addressed the august academic gathering under the





	aegis of different flagship programmes hosted by the college
<p><b>Society connect programme</b></p> <p>Involvement of PG students in Field projects other than the projects mandatory for their degree.</p>	<p>03 group of students registered in Chemistry  02 group of Students registered in Yoga  01 group of students registered in physical sciences  48 registered in online student COVID 19 Warrior project  Awareness Videos for COVID prepared by the students of the college  E Posers and publicity material for spreading awareness about COVID  Mask force to distribute handmade masks in the society  Distribution of food packets to the needy ones by staff and students</p>
<p><b>Participation in green Initiatives</b></p>	<p>Students are encouraged to participate in Green Initiatives like switching to solar lights, wherever you can Students participated in campaigns like " ye Diwali Solar wali" organised by Energy swaraj Sansthan.</p> <p>Celebration of Earth day in virtual mode. Generic paintings of students published in the form of Flip book</p>
<p><b>Research and Innovation Ecosystem in the college</b></p>	<p>Publication of Research Papers in High quality Journals and Participation of Faculty in seminar/ Conferences  Teachers participation in <b>DRUG DISCOVERY HACKATHON for COVID</b> conducted by Gov. Of India</p> <p>Creation of Flip book on Remdsevir.</p> <p>UG and PG research programme strengthened with student research projects.</p>
<p><b>Infrastructural quality improvements</b></p> <ul style="list-style-type: none"> <li>➤ RUSA Grant under project 7</li> <li>➤ Girls Hostel from UGC and Janabhagidari Grant</li> <li>➤ Furniture received from World bank MPHEQIP SCHEME</li> <li>➤ Equipments from RUSA Project 7 grant</li> <li>➤ Equipments from World Bank MPHEQIP SCHEME</li> </ul>	<p>New Biotechnology and Microbiology block is inaugurated on built with the help of RUSA Grant  40 seater Girls Hotel inaugurated, Hostel is built from UGC and Janabhagidari Grant  Quality Furniture is received from worldbank MPHEQIP SCHEME of the value of.....  Equipments worth..... are purchased from RUSA grant  Equipments worth..... are purchased from World Bank MPHEQIP SCHEME grant</p>



<b>College Publications</b>	College magazine Pragya College Prospectus Career Guidance Booklet NAVOSHA Remdesevir compiled information booklet Earth Book RTI Guidelines College Policies Code of conduct booklet for students (student Charter) Code of Conduct Booklet for employees Teaching and NonTeaching
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