

Date-15/06/2021

IQAC Meeting Notice

The first meeting of IQAC is scheduled on **17/06/2021** at 02:00 PM in Seminar Hall, Disha College Raipur C.G. The agenda of the meeting is as follows: -

Agenda:

1. Reformation of Quality in Academics and Administration.

A) Review the measures to be taken for Academics: -

- a) Activity Calendar.
- b) Internal /Mid Term Examination.
- c) Academic/Annual Calendar, Timetable & Load Chart.
- d) The Orientation programs.

B) Measures to be taken for Administration.

- a) Analysis of feedback on Central facilities, such as Library and Computer lab requirements.
- b) ISO Certification.

2. Draft Strategic Perspective plan and SWOC of College.

3. Measures to be taken for NAAC: -

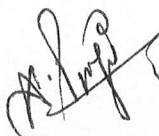
- a) Discussion about NAAC process.
- b) Formation of NAAC Steering/Core Committee.

Note: All the faculty members are required to attend this meeting so that all of them could be apprised about NAAC.


4. Faculty Development:

- A) Organize Faculty Development Program.
- B) Organize workshop for faculty members.


5. Any Other issue with the permission of chairperson.



Mrs. A. Pooja Narayan
IQAC coordinator



Dr. A. K. Tiwari
IQAC Chairperson & Principal



Principal
Disha College, Ram Nagar
Kota Marg, Raipur (C.G.)



ISO 9001:2015

DISHA COLLEGE, RAIPUR

Disha Park, Building 1, First Floor, Ram Nagar-Kota Marg,
Behind NIT and Hotel Piccadilly, Raipur (C.G.) 492010E-mail: principal.dishacollege@dishamail.com
Web site: www.dcindia.in
Contact No. : 0771-4349400, 96300-04411

Cc:

Members of IQAC

S.No	Name	Signature	S.No	Name	Signature
1.	Mrs. Komal Jain, Management representative, DES		8.	Mr. A.K. Gupta	
2.	Dr. Prafulla Vyas		9.	Mr Jasvinder Singh, Business man	
3.	Dr. Vandana Sharma		10.	Mr. Rudransh Patel, B.Sc.(C.S.) (Student)	
4.	Mrs .Seema Pathak		11.	Mr. Anupam Guha ,	
5.	Dr. Saumya Tiwari		12.	Mr. Lavan Reddy, HR Addhyaan	
6.	Mrs. Rekha Singh		13.	Mr. Jagdish Patel (Stakeholder)	
7.	Mrs. Kamaljeet Kaur				

Faculty Members:

S.No	Name	Signature	S.No	Name	Signature
1.	Dr. Ragni Tiwari		19.	Mrs. Shahnaz Parveen	
2.	Dr. Chandra Mohan Singh		20.	Ms. Shraddha Taunk	
3.	Mrs. Sarita Jaswani Gehi		21.	Dr. YogitaJiwane	
4.	Mrs. Vidya Nair		22.	Mrs. Reecha Sao	
5.	Mrs. Ojal Agrey		23.	Mrs. Poonam Shukla	
6.	Mr. P. Shiv Kumar		24.	Mrs. Hemlata Rathod	
7.	Dr. Ramkrishna Rao		25.	Mrs. Archana Patel	
8.	Ms. Ananya Sharma		26.	Mrs. Sarita Sharma	
9.	Mr. Sudhanshu Sekhar Gantayat		27.	Ms. ParvatiKhare	
10.	Mr. BhupatiSarpa		28.	Ms. Preeti Yadav	
11.	Mrs. Shweta Mehta		29.	Ms. Puja Deshmukh Joshi	
12.	Ms. Ankita Tiwari		30.	Ms. Khushboo Raza	
13.	Mrs. D. Dhanlaxmi		31.	Mr. Tejendra Khare	
14.	Mrs. RekhaAwasthi		32.	Dr. Prafulla Kumar Vyas	
15.	Dr. GoldiSoni		33.	Mrs. Naziya Mirza	
16.	Mr. Mahendra Kumar Soni		34.	Mrs. Richa Gupta	
17.	Mrs. Anrita Sharma Rathod		35.	Mr. Yogendra Kumar Sao	
18.	Dr. VijayantVerma		36.	Dr. Vagisha Mishra	


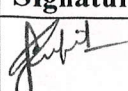
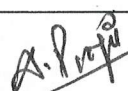

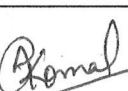
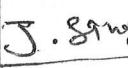


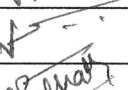
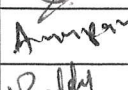
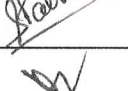
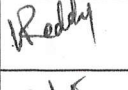
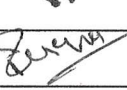
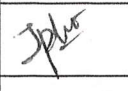
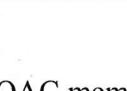
Principal

Disha College, Ram Nagar
Kota Marg, Raipur (C.G.)

Minutes of Meeting

Date/Time : 17-June-2021
Venue : Seminar Hall
Minutes Taken by : IQAC Coordinator
Chair Person : Chairperson, IQAC

The following members of the IQAC were present in the meeting:

S.No	Name	Signature	S.No	Name	Signature
1.	Dr. A. K. Tiwari IQAC Chairperson & Principal		9.	Mrs. Kamaljeet Kaur	
2.	Mrs. A. Pooja Narayan IQAC Coordinator		10.	Mr. A.K. Gupta	
3.	Mrs. Komal Jain, Management Representative, DES		11.	Mr Jasvinder Singh, Business man	
4.	Dr. Prafulla Vyas		12.	Mr. Rudransh Patel, B.Sc.(C.S.)(Student)	
5.	Dr. Vandana Sharma		13.	Mr. Anupam Guha ,	
6.	Mrs. Seema Pathak		14.	Mr. Lavan Reddy, HR Addhyaan	
7.	Dr. Saumya Tiwari		15.	Mr. Jagdish Patel (Stakeholder)	
8.	Mrs. Rekha Singh				

The Chairperson welcomed all the IQAC members and the other faculty members and asked the IQAC Coordinator to begin the meeting.

All the points of agenda were discussed and the resolutions were made as below:

Agenda-1: Reformation of Quality in Academics and Administration.

A) Review the measures to be taken for Academics: -

- Activity Calendar.
- Internal /Mid Term Examination
- Academic/Annual Calendar, Timetable & Load Chart.
- The Orientation programs.

Resolution:

- The activity calendars prepared by the HODs of their respective departments were placed before the members for reviewing the same which the members found in order

Principal

Disha College, Ram Nagar
Kota Marg, Raipur (C.G.)

Resolution:

- a) The activity calendars, formulated by the Heads of Departments (HODs) in their respective departments, were presented to the members. Following a thorough review, the members determined that the calendars were in order and subsequently resolved to approve them.
- b) The Cell examined the Internal and Mid-Term Examination schedules prepared by the Heads of Departments (HODs) for their respective courses. After confirming their compliance with the requirements, the schedules were approved.
- c) The development and completion of the Academic/Annual Calendar, timetable, and workload chart for different departments, as proposed by the College Council, were observed to be in order. Hence, they were approved.
- d) The Cell decided to approve the customary orientation programs, to be carried out by the respective departmental teams under the overall supervision of Dr. Prafulla Vyas

Measures to be taken for Administration.

- a) Analysis of feedback on Central facilities, such as Library and Computer lab requirements.
- b) ISO Certification.

Resolution:

- a) Recognizing the justification for the need, it was resolved to start the procurement process for 40 new computers for the computer lab. Simultaneously, the acquisition of library books will commence promptly in accordance with approved budgets.
- b) Preparations for the annual ISO surveillance audit and recertification will be initiated.

Agenda-2: Draft Strategic Perspective plan and SWOC of College.

Resolution:

Recognizing the significance of this agenda item, a resolution was made to entrust the preparation of the strategic plan and SWOC analysis to senior faculty members, including Dr. Prafulla Vyas, Dr. Vandana Sharma, Mrs. Seema Pathak, Mrs. Rekha Singh, and Mrs. A. Pooja Narayan. They are to work closely with the Principal and submit the documents at the earliest convenience.

Agenda-3: Measures to be taken for NAAC: -

- a) Discussion about NAAC process.
- b) Formation of NAAC Steering/Core Committee

Resolution:

- a) Each member of the teaching staff was provided with the National Assessment and Accreditation Council (NAAC) Manual, a comprehensive guide that plays a pivotal role in facilitating a basic understanding and thorough study of the accreditation process. NAAC,

an autonomous body established by the University Grants Commission (UGC) of India, is entrusted with the evaluation and accreditation of higher education institutions across the country. It was collectively decided that the submission of the NAAC application will take place during the academic year 2022-23, precisely in the month of June 2023.

b) The NAAC Steering/Core Committee has been constituted with the unanimous approval of all members. Mrs. A. Pooja Narayan has been designated as the NAAC Coordinator.

c) The details of the NAAC Steering/Core Committee are as follows:

S.No.	Names of the Committee members	Members
1	Mrs. A. Pooja Narayan	Coordinator
2	Dr. Prafulla Vyas	Member
3	Mrs. Seema Pathak	Member
4	Mrs. Kamaljeet Kaur	Member
5	Mr. BhupatiSarpa	Member
6	Mrs. A. Pooja Narayan	Member
7	Mrs. Rekha Singh	Member
8	Dr. Saummya Tiwari	Member

Agenda- 4: Faculty Development:

Organize Faculty Development Programs and Workshops for faculty members.


Resolution:

Dr. Prafulla Vyas has been assigned the responsibility of planning and organizing valuable Faculty Development Programs and workshops.

Agenda- 5: Any other issue with the permission of the chairperson.

Resolution:

As there was no any other issue to discuss the meeting was concluded with vote of thanks to all present.


Principal
 Disha College, Ram Nagar
 Kota Marg, Raipur (C.G.)



DISHA COLLEGE, RAIPUR

Disha Park, Building 1, First Floor, Ram Nagar-Kota Marg,
Behind NIT and Hotel Piccadilly, Raipur (C.G.) 492010

E-mail: principal.dishacollege@dishamail.com
Web site: www.dcindia.in
Contact No. : 0771-4349400, 96300-04411

Faculty Members who attended the meeting:

S.No	Name	Signature	S.No	Name	Signature
1.	Dr. Ragni Tiwari		19.	Mrs. Shahnaz Parveen	
2.	Dr. Chandra Mohan Singh		20.	Ms. Shraddha Taunk	
3.	Mrs. Sarita Jaswani Gehi		21.	Dr. Yogita Jiwane	
4.	Mrs. Vidya Nair		22.	Mrs. Reecha Sao	
5.	Mrs. Ojal Agrey		23.	Mrs. Poonam Shukla	
6.	Mr. P. Shiv Kumar		24.	Mrs. Hemlata Rathod	
7.	Dr. Ramkrishna Rao		25.	Mrs. Archana Patel	
8.	Ms. Ananya Sharma		26.	Mrs. Sarita Sharma	
9.	Mr. Sudhanshu Sekhar Gantayat		27.	Ms. Parvati Khare	
10.	Mr. Bhupati Sarpa		28.	Ms. Preeti Yadav	
11.	Mrs. Shweta Mehta		29.	Ms. Puja Deshmukh Joshi	
12.	Ms. Ankita Tiwari		30.	Ms. Khushboo Raza	
13.	Mrs. D. Dhanlaxmi		31.	Mr. Tejendra Khare	
14.	Mrs. Rekha Awasthi		32.	Dr. Prafulla Kumar Vyas	
15.	Dr. Goldi Soni		33.	Mrs. Naziya Mirza	
16.	Mr. Mahendra Kumar Soni		34.	Mrs. Richa Gupta	
17.	Mrs. Amrita Sharma Rathod		35.	Mr. Yogendra Kumar Sao	
18.	Dr. Vijayant Verma		36.	Dr. Vagisha Mishra	

Mrs. A. Pooja Narayan
IQAC Coordinator

Dr. A. K. Tiwari
IQAC Chairperson & Principal

Principal
Disha College, Ram Nagar
Kota Marg, Raipur (C.G.)