

# **Hukum Singh Bora Government Post Graduate College, Someshwar**

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Website- www.hsbgdcsomeshwar.ac.in

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## **Internal Quality Assurance Cell**

### **Minutes of IQAC Meeting**

Dated: November 06, 2021

A meeting for NAAC preparation was held at 03:00 PM on November 06, 2021 at Conference Room, HSBGPGC Someshwar.

#### **Agenda:**

IQAC Year Plan for the new academic year

Evaluation of NIRF Ranking 2020

Student Induction Program for freshers

Awareness programme on Code of Conduct

Online teaching-learning process.

Any other matter

#### **Members attended:**

Dr Hema Prasad, Principal and Chairman IQAC

Mr Jagdish Prasad, (Assistant Professor, Chemistry)

Dr C.P. Verma (Assistant Professor, Geography)

Mr Sanju (Assistant Professor, Botany)

Dr Rakesh Pandey (Assistant Professor, Mathematics), Coordinator IQAC

Dr Aparna (Assistant Professor, History)

#### **Action Taken Report:**

1. Orientation programme for the First Year PG students was organized on 3 November 2021. Dr. Hema Prasad, Principal, was the resource person.
2. Orientation programme for the second- and third-year UG students was organized on 4 October 2021. Dr. C.P. Verma (Assistant Professor, Geography) was the resource person.
3. One day workshop on NAAC 7 criteria was conducted by IQAC Cell on September 26, 2021.

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4. IQAC coordinated the participation of college in NIRF Ranking 2021.
5. Necessary suggestion were provided to affiliating university of New Education Policy 2020.
6. On dated 01, 2021 a webinar in collaboration with NDL was conducted successfully.
7. Students Induction Programme was organized for the freshers from 04 to 05 October 2021.

## Minutes/Resolutions:

1. IQAC welcomed newly appointed principal Dr Hema Prasad.
2. It was decided to organize a workshop online on Code of Conduct for the office staff in June 2022.
3. In the pursuit of further improving online teaching-learning in the college, it was suggested faculty members to attend workshop/ Seminars on topics of online teaching.
4. It was decided to organize the Student Induction Programme for the freshers, but with all necessary modules on vision, mission, code of conduct etc.
5. Mentor-Mentee Program should be started from current Academic Year 2021-22.
6. Department In-charges are advised to conduct webinars on recent trends/topics needed for academic growth.
7. IQAC In-charge instructed to coordinate with all departments to prepare necessary documents in preparation of NAAC accreditation.
8. Mr Jagdish Prasad (In-charge Sports) informed that, College got the opportunity to organize Inter colleges Table Tanis Tournament for Soban Singh Jeena University Affiliated Colleges and it is proposed on the month of December 2021.

The meeting ended with vote of thanks to the Chairperson.



Dr Rakesh Pandey  
Coordinator, IQAC



Dr Hema Prasad  
Principal

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## **Internal Quality Assurance Cell**

### **Minutes of IQAC Meeting**

Dated: February 24, 2022

A meeting for NAAC preparation was held at 03:00 PM on February 24, 2022 at Conference Room, HSBGPGC Someshwar.

#### **Agenda:**

Planning of upcoming University examination

Green and Energy Audit

Feedback Analysis of stockholders

Workshop on IPR

Conduction of NSS camp

Any other matter

#### **Members attended:**

Dr Hema Prasad, Principal and Chairman

Mr Jagdish Prasad, (Assistant Professor, Chemistry)

Dr C.P. Verma (Assistant Professor, Geography)

Mr Sanju (Assistant Professor, Botany)

Dr Rakesh Pandey (Assistant Professor, Mathematics), Coordinator IQAC

Dr Aparna (Assistant Professor, History)

Dr Rajneesh Kumar (Assistant Librarian)

#### **Action Taken Report:**

1. Mentor Mentee Program initiated.
2. Department wise Document preparation for NAAC is in progress.
3. IQAC informed that Dr Saurabh Siddharth (Associate Professor in Law, The ICFAI University, Dehradun) is invited to conduct workshop on IPR through Online mode, he is agreed for the same.

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4. Inter-colleges Table Tanis Tournament was successfully organized and hence Sports committee was congratulated.

## Minutes/Resolutions:

1. As university examination are starting from March, 2022, hence examination In-charge is requested to make necessary arrangement for the same.
2. It was decided that, IQAC cell will conduct Green and Energy audit by July, 2022.
3. IQAC Coordinator informed that feedback analysis of feedbacks received from Teachers, Students and alumni, will be analysed after semester examination.
4. It is decided to conduct Green and Energy audit for AY 2021-22, for the same Forest Department and Utrakhand Power Corporation limited will be requested to facilitate the college as external members.
5. UOU Study centre in-charge (Dr C P Verma) informed that in the month of August, UOU examinations are proposed and the necessary arrangements will be done timely.
6. It is decided to conduct 7 days NSS camp at Lodh Village, Dr CP Verma (In-charge, NSS) requested to make necessary arrangement for the same.

The meeting ended with vote of thanks to the Chairperson.



Dr Rakesh Rande  
Coordinator, IQAC



Dr Heima Prasad  
Principal

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**Internal Quality Assurance Cell**

**Minutes of IQAC Meeting**

Dated: August 08, 2022

A meeting for NAAC preparation was held at 03:30 PM on August 08, 2022 at Conference Room, HSBGPGC Someshwar.

**Agenda:**

Planning of upcoming University examination

Preparation of NAAC Accreditation

Any other matter

**Members attended:**

Dr Iema Prasad, Principal and Chairman

Mr Jagdish Prasad, (Assistant Professor, Chemistry)

Dr C.P. Verma (Assistant Professor, Geography)

Mr Sanju (Assistant Professor, Botany)

Dr Rakesh Pandey (Assistant Professor, Mathematics), Coordinator IQAC

Dr Aparna (Assistant Professor, History)

Dr Vivek Kumar Arya (Assistant Professor, Commerce)

Dr Shalini Tamta (Assistant Professor, Commerce)

Dr Aanchal Sati (Assistant Professor, Physics)

Dr Prachi Tamta (Assistant Professor, Botany)

Dr Kanchan Verma (Assistant Professor, History)

Dr Pushpa Bhatt (Assistant Professor, Sociology)

Dr Bhawna (Assistant Professor, Hindi)

Dr Vipin Chandra (Assistant Professor, Hindi)

Dr Anil S. Bharara

Ms Himadri

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Ms Shaheen Qamar

Dr Rajneesh Kumar (Assistant Librarian)

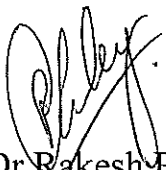
## Action Taken Report:

1. Green and Energy Udit has been done in collaboration with Forest Department of Uttarakhand Government and Uttarakhand Power Corporation Limited.
2. A workshop on IPR through Online mode was conducted on June 03, 2022, Dr Saurabh Siddharth (Associate Professor, Law The ICFAI University, Dehradun) was resource person.
3. Feedback analysis on syllabus from stakeholders (Students, Teachers and Alumni) have been collected and analyzed.
4. 7 days NSS cam has been organised at Lodh Village from March 23 to March 29, 2022.

## Minutes/Resolutions:

1. As even semester examination for final year students are starting from August 08, 2022, hence examination In-charge is requested to make necessary arrangement for the same.
2. It was decided to apply for NAAC Accreditation by December, 2022, thus IQAC Coordinator need to prepare documents for five years starting from AY 2017-18 to AY 2021-22.
3. Student activity In-charge is instructed for preparation of Independence Day celebration.
4. Mr Jagdish Prasad (In-charge Spotts) is instructed to plan annual sports day.
5. UOU Study centre in-charge (Dr C P Verma) informed that in the month of August, UOU examinations are proposed and the necessary arrangements will be done timely.
6. Dr C P Verma (In-charge NSS) is requested to organize 7 day NSS camp

The meeting ended with vote of thanks to the Chairperson.



Dr Rakesh Pandey



Dr Hema Prasad