



MAHILA P.G. MAHAVIDYALAYA

ACCREDITED B+ BY THE NAAC (UGC)

RECOGNIZED AS MODEL COLLEGE BY RAJ. GOVT.

Kamla Nehru Nagar, Soorsagar Road, Jodhpur-342009

e-mail: info@jnvss.org • website: www.jnvss.org • 0291- 2759473 • Fax: 0291- 2759396

Internal Quality Assurance Cell (IQAC) Minutes of Meeting held on 10th July, 2017

The following members were present in the meeting-

1. Dr S P Vyas, Member, Management
2. Dr Manorama Upadhyaya, Principal and Chairperson IQAC
3. Dr Avinash Bohra, Coordinator IQAC
4. Dr Madhika Mathur, Member
5. Dr Pragya P Harsha, Member
6. Dr.Ritu Soni, Member
7. Dr Yogesh Sharma, Member
8. Ms Tina Vyas, Member

Agenda: 1. Auditing and evaluation of plan proposed and executed in the last session.

2. Planning of proposals for implementation during the current academic session.

The Chairperson of IQAC welcomed the members to the meeting and the following details were discussed:

1. The Academic Calendar for the session was presented in the meeting and the same was also be uploaded on the website as per the recommendation of the committee members.
2. The committee was informed that in this regard various camps and lectures related to issues that affect the general public were being organized or are in the pipeline. The NNS Camp for Voter Registration on 13th July was one such initiative taken up. A voter awareness camp was also held on 17th July by the NSS.
3. Infrastructure grievances has resolved regarding availability of furniture and grievance related to Teaching faculties was resolved by I&AGRC.
4. Proposal for installation of more CCTV cameras.



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5. Subject wise and Almirah/Rack/Book numbers were catalogued so students can locate the books easily.
6. Management member informed that, official procedure has began for installation of transformer for uninterrupted electricity flow.
7. The committee was informed about this year' first major conference in the form of the two-day International History Conference being organized by the Department of History and the preparations regarding it. The theme for this year' R.P Vyas Memorial lecture series was also discussed in the meeting.
8. The Chairperson also informed the members that the pass percentage this year too was above 90% for all the courses across all the streams and being 100% for many of the subjects. The committee commended the hard work of the students and teachers.
9. Proposals for this years' activities for outreach extension- Swachh Bharat Abhyaan Initiative along with the NSS unit were discussed.
10. As per the recommendations of the committee, various faculties will now be organizing workshops, extension lectures and group activities to benefit the students on a regular basis. The chair appreciated the efforts of the faculty in doing so.
11. The Coordinator discussed the status of submission of online teacher's diary and progress report and informed the committee that teachers had submitted their records online however there was scope for improvement and another technical session for helping the teachers regarding the online submissions was necessary for data collection and interpretation.



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12. In the last session the plan for opening up an IGNOU Study centre to not only help the students of the college with more diversified courses of vocational nature but also to help the localities in carrying out distance education was discussed. The committee was informed that the College was successful in doing so and a study centre of IGNOU is fully functional at the college.
13. The Chair congratulated the efforts of the Coordinator and his team in doing so and also thanked the Regional Centre, IGNOU- Jodhpur for trusting the college with the task. The chair discussed the courses that were being introduced through IGNOU and also the ways in which the college faculty be involved in this as Counsellors for various programs.
14. The members discussed about the ecofriendly initiatives during the previous year and the additions that could be made to this. Suggestion of felicitating and gifting through plants instead of mementos that was approved by the committee last year proved to be a huge success and was appreciated by all the dignitaries and guests who visited the college. Keeping this in view the chair proposed to continue this ideology of green and clean initiative.
15. The committee discussed a plan of action for the various co-curricular activities scheduled this year and the management member Prof. S. P. Vyas conveyed the support of the management in all these activities that benefitted the students and the faculty.
16. Meeting was concluded by the Coordinator.
17. Dr Ranjana Upadhyaya delivered the vote of thanks.


IQAC Chairperson



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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 25th September, 2017

The following members were present in the meeting-

1. Dr S P Vyas, Member, Management
2. Dr Manorama Upadhyaya, Principal and Chairperson IQAC
3. Dr Avinash Bohra, Coordinator IQAC
4. Dr Madhvika Mathur, Member
5. Dr Pragya P Harsha, Member
6. Dr.Ritu Soni, Member
7. Dr Yogesh Sharma, Member
8. Ms Tina Vyas, Member

Agenda :

1. To communicate the plan of action proposed by IQAC for academic session 2017-18 as discussed in the previous meeting held in July.
2. To discuss and invite ideas regarding the new initiatives to be taken for quality enhancement of the academic and research activity and continue the green and clean initiatives.

The following points were discussed:

1. The Coordinator, IQAC welcomed the Chairperson, management and members of IQAC and briefed them about the agenda of meeting.
2. Discussion regarding the theme pertaining to a Social issue for this year's Foundation Day Celebrations to be held on 2nd October.
3. The Chairperson presented the report of the successful organization of the R. P. Vyas Memorial Lecture and the International Conference in History from 25th- 27th July, 2017. The event was a great learning opportunity for the students and faculty as they witnessed gathering of experts of the field and got the opportunity to interact with them.



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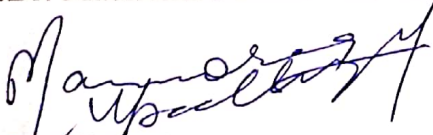
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4. Report regarding the Extension Lecture, NSS activities, Educational tour and the camps held during July and August was presented in the meeting. The members applauded the continuous dedication of the various faculties involved, NSS team and the students involved.
5. A community awareness program under the Swachha Bharat Abhiyan scheme is to be conducted by the college like last year and the preparations of the event were being done under the guidance of the Chair.
6. Prof. S. P. Vyas from the Management, discussed the progression of a plan for building of rooms for labs and for the Study centre of IGNOU.
7. Member Dr. Pragya P. Harsh informed the committee about the progress of the classes being conducted under the PMKVY scheme. 190+students enrolled for this skill development program this year. The committee commended the zeal of students to learn skills and congratulated the training and placement cell for this venture.
8. The members were informed about the constitution of the Student body for the current academic session under the guidance of the Union Advisor Dr Seema Hatila .
9. The Student union celebrated the Teacher's Day and Non-Teaching and Office Employees' Day on 5th September celebrating the Builders and helping hand of the college.
10. The Committee discussed the preparations regarding the 2-day Science fair to be held in November by the students and the faculty of Science.
11. The details regarding the dates and the theme for the Annual students' fest- Kriti were discussed and dates for the fest were finalized to be 19th -21st December, 2017.
12. Committee was informed about the co-curricular activities in the upcoming days in the various faculties including the online initiatives for Certificate programs in Remote Sensing and GI by the Department of Geography in collaboration with IIRS, extension lectures and poster competitions in the Department of Business Administration.
13. Status of the E-file system for paperless office was also discussed.
14. Meeting was concluded by Dr. Avinash Bohra
15. Dr. Madhvika Mathur delivered the vote of thanks.


IQAC Chairperson



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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 18th December, 2017

The following members were present in the meeting-

1. Dr S P Vyas, Member, Management
2. Dr Manorama Upadhyaya, Principal and Chairperson IQAC
3. Dr Avinash Bohra, Coordinator IQAC
4. Dr Madhvika Mathur, Member
5. Dr Pragya P Harsha, Member
6. Dr.Ritu Soni, Member
7. Dr Yogesh Sharma, Member
8. Ms Tina Vyas, Member

Agenda: 1. To discuss the progress of plans proposed in previous meeting.

2. To discuss the details of the college free ship and other scholarship opportunities for students with weak economic background.

3. Academic planning for the upcoming session with proposals for co-curricular and extension activities and courses.

The following points were discussed in the meeting.

1. The Chairperson of IQAC, Principal Dr. Manorama Upadhyaya welcomed the management and committee members.
2. IQAC chairperson and committee appreciated the efforts of the faculty in organizing various events for the students and helping them learn skills pertaining to their respective subjects.
3. The details regarding the various NSS activities like the free medical checkup camp and others due to be held around 19th-25th Dec. was discussed. It was informed that the Extension Lectures Voluntary services around the local neighborhood community, awareness programs would also be carried out during this time.
4. In order to support students with weak economic background and provide them a means to continue their education uninterrupted the College Free-ship was provided to 94 students for the current academic year. The committee applauded the efforts of the college management and staff in carrying out this activity. The committee also congratulated 16 students for securing the Mahindra Finance Scholarship.



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5. The committee was informed that the training and placement cell conducted placement drives this year as well, in association with various well-known companies of national and international repute and many students were successful in securing jobs at these companies. Students were benefitted from the Career Counseling and Training activities conducted by the college.
6. The Coordinator said that the student seminars, tests and other forms of interactive assessments were conducted throughout last year and students liked these approaches and were benefitted by them and this approach will now be a standard procedure for the various departments.
7. The continuous evaluation of teaching and learning through the Pre-University Test was discussed and it was decided that the schedule of the exam will be published online in January in a timely manner. It was proposed that the results for the exam be communicated to the students as early as possible so that the students can derive maximum benefit from the evaluation process.
8. The committee was also informed about all the various NSS activities and co curricular activities to be conducted in the month of August including the Saavan Mahotsav being organized by the department of Home Science where students displayed their arts and crafts and learned entrepreneurship skills by selling their handmade items, the Educational Tour by the Department of Biotechnology for its UG and PG students to various research laboratories to expose the young mind to the field of research, the Sanskrit Week to be held from 4th-9th August to help students appreciate and learn more about one of the oldest languages of the world and the extension lectures in the Department of history and Sociology.
9. Proposal for new subject in B.A. as per demand of the students i.e. Psychology and Diploma in French Language should be sent.



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10. Increase number of students in Science stream, so we should be increase section in faculty of Science.
 11. As per infrastructural committee reported that transformer has be installed, work complete.
 12. In view of the upcoming University exams for Private and Regular students at the college, the examination committee was advised to continue with the e-filing and emailing of duties for various shifts to the teachers as a step towards paper-less office culture.
 13. The Chairperson took a follow up on of the newly opened IGNOU study centre at the college and advised the Coordinator regarding systematic filing of documents and work of the temporary staff. Discussions regarding the counselling process and schedules for the same were done and the committee gave valuable suggestions regarding the proper functioning of the centre.
 14. The committee was informed that the continuous efforts of the college through its green initiatives, awareness programs, camps, workshop and its dedication to fulfill its social responsibility was being recognized by various government and no governmental organizations. This year as well, the college received awards and certificates from various local, national and international bodies for its continuous efforts. The committee applauded the efforts of the college staff and thanked the Chair for encouraging the staff and the students in carrying out these responsibilities with zeal.
 15. The meeting was concluded by the Coordinator.
 16. Dr Ritu Soni delivered the vote of thanks.


IOAC Chairperson



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Internal Quality Assurance Cell (IQAC) Minutes of Meeting held on 23rd May, 2018

The following members were present in the meeting-

1. Dr S P Vyas, Member, Management
2. Dr Manorama Upadhyaya, Principal and Chairperson IQAC
3. Dr Avinash Bohra, Coordinator IQAC
4. Dr Madhvika Mathur, Member
5. Dr Pragya P Harsha, Member
6. Dr.Ritu Soni, Member
7. Dr Yogesh Sharma, Member
8. Ms Tina Vyas, Member

Agenda: 1.To discuss and communicate the AQAR to the Core Committee.

2. To present the proposed plan for the next academic session of 2018-19

The following points were discussed:

1. The Coordinator of IQAC welcomed everyone in the committee meeting and presented the agenda of the meeting.
2. The Chair discussed about the organization of the Pre-University Tests in Jan-Feb., which helped the Undergraduate and Post Graduate students in preparations for their term end exams.
3. The challenges and technical difficulties faced during the examination were discussed and the Chair and Management member provided critical suggestions for improvement.The e-filing initiative of mailing the duty lists to the invigilators was appreciated.
4. The evaluation report of the faculty was presented to the management for necessary action.



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5. The proposal to prepare the Academic calendar and Extension activity schedule for the next academic schedule was put in the meeting.
6. The Chairperson reported that proposal for diploma in French and Psychology has been sent for acceptance and inspection by the affiliating University. Academic grievance was presented before the A& IGC for redressal.
7. Introduction of new courses/diploma programs for overall development of the students was once again discussed by the members in the meeting.
8. Dr. Avinash Bohra informed the committee that the IGNOU study centre at the college was now conducting both theory and practical counseling sessions and most of the faculty of the college had now been empanelled as counselors for various certificate, diploma and degree programs. He also informed the committee that the centre was able to conduct the Term End Exams for Dec. 2017 with the help of the college staff and the transparency and efforts of the college were recognized and appreciated by the IGNOU Regional centre Jodhpur.
9. The committee praised the efforts of the faculty members with their work on the projects for research and the help which they were providing the students with, to get accustomed to the field but also felt the need that more faculty members were required to work in that direction and publish their research in journals of repute.
10. The Chairperson emphasized on the need to organize seminars and conferences by different departments as they would help the students and the faculty connect with eminent teachers and researchers of the subject and bridge the gap between learning and research.
11. With the view to emphasize more eco-friendly activities and develop a more sustainable approach, the committee invited suggestions from the faculty and members.
12. Dr. Pragya P. Harsha delivered the vote of thanks and the meeting was concluded by the Coordinator.


IQAC Chairperson