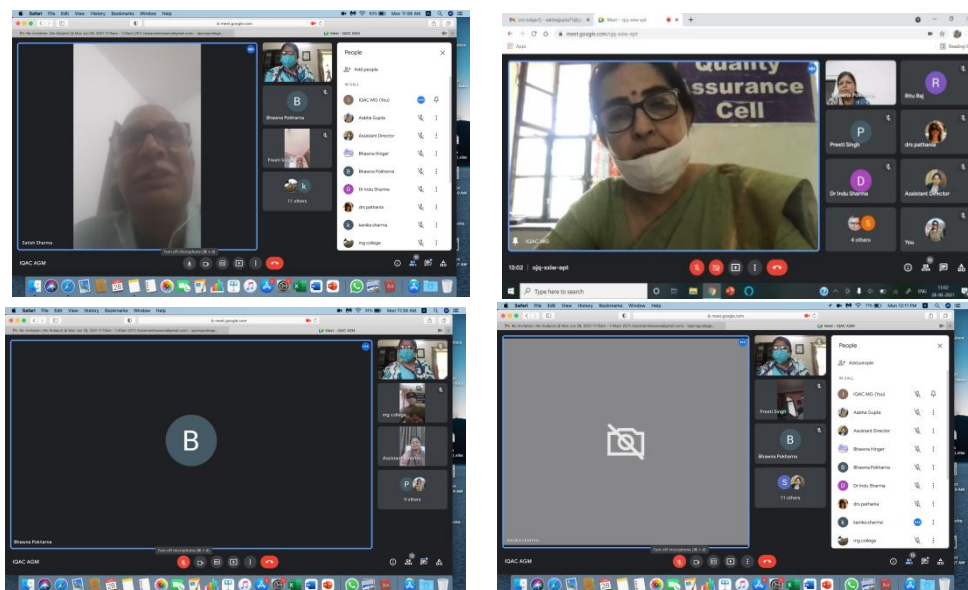


INTERNAL QUALITY ASSURANCE CELL (IQAC)
GOVERNMENT MEERA GIRLS COLLEGE, UDAIPUR
ANNUAL GENERAL BODY MEETING (AGM)

MINUTES OF THE MEETING (MOM) 28.06.2021 (MONDAY) 11.30 a.m

The annual general body meeting of IQAC, Government Meera Girls College, Udaipur was organized on the virtual mode- on Google meet link <https://meet.google.com/ojq-xxiw-ept> on **28th June 2021 at 11.30 a.m.** The meeting was chaired by the Principal, MG College and Chairperson, IQAC, Dr. Shashi Sanchiher, convened by Dr. Kanan Saxena, IQAC co-ordinator and moderated by Dr. Bhawna Pokharna, member, IQAC. The agenda for the meeting was to discuss issues regarding preparation for NAAC cycle III accreditation process. The preparations were planned following discussions with and valuable suggestions from external experts. The following members attended the meeting held on the virtual mode.

1. Dr. Shashi Sanchiher, Principal MG College & Chairperson IQAC
2. Dr. Kanan Saxena, Coordinator, IQAC
3. Dr. Bhawna Pokharna, Co-Convener IQAC
4. Dr. Farhat Banu, Assistant Director, College Education, Rajasthan, Jaipur
5. Dr. Indu Sharma, Member, IQAC
6. Dr. Sudeshna Parija, Member, IQAC
7. Dr. Sandhya Pathania, Member IQAC
8. Dr. Sunil Dutt Shukla, Member, IQAC
9. Dr. Aabha Gupta, Member, IQAC
10. Dr. Shubhra Tiwari, Member IQAC
11. Dr. Bhawna Hinger, Member, Meera Alumni
12. Dr. Satish Sharma, External Expert
13. Prof. Kanika Sharma, External Expert
14. Dr. Preeti Singh, Parent Representative
15. Ms. Shruti Singh, Student Representative



Extending a warm welcome to the attendees, Dr. Bhawna Pokharna informed that the institution had submitted the IIQA and elaborated on the varied activities of the committee during the academic session.

Dr. Kanan Saxena, coordinator IQAC, reviewed the MOM of the previous AGM held on 30.06.2020 and elaborated on the agenda of the present meeting. She informed the house that the institution has accomplished the targets set in the previous meeting-

- The order for solar energy supported lights has been placed and will be installed in July 2021. The installation process was delayed due Covid-19 restrictions.
- Digital database creation is under progress.
- Progress in creating awareness and sensitizing students about SSS.
- Pursuance with CCE regarding filling of vacant posts of librarian, Director, Physical Education and hostel matron.

Dr. Satish Sharma, External expert, IQAC, expressed the significance of the green cover in the campus and provided valuable suggestions regarding the beautification of the college campus which requires proper planning. He suggested the following

- For an attractive view, shade-providing plants with intermittent flowering plants should be planted on the main road on both sides of the boundary wall of the college building. Similarly they should be planted in the playground, outside the hostel premises and other open areas.

- As a 'welcome-by-plants' gesture, palm and bamboo shoots should be planted along the path from the entrance gate leading to the main building.
- Name plating (both botanical and hindi) of all plants in the campus should be done.
- Plantations of trees like Peepal, Bargad and weeds should be avoided in view of the possible damage they can cause to the building. Likewise plantations causing pollen allergies should be avoided. Also, the growth of such plants, especially during the rainy season should be watched out and removed on time.
- The botanical garden should be enriched and herbal garden should be developed. Plant species included in UG and PG syllabi of Botany and those attracting animals should be encouraged in order to benefit the students opting for subjects like Botany and Zoology.
- Rare plants or donated plants should be displayed along with a brief historical description.
- Pots should be well-maintained.

The coordinator, IQAC, Dr. Kanan Saxena appraised the house that the botanical and herbal garden already exists in the college premises. Also, name-plating of many plants with their botanical names have been done. Green audit of the college has been conducted in the academic session 2020-21.

Prof. Kanika Sharma, External expert, IQAC, shared her experiences as a NAAC peer team member and gave valuable suggestions with regard to the preparation for the accreditation process

- There being minimal chances of an unfair evaluation owing to the DVV process in NAAC accreditation process, Prof Sharma emphasized on the need for the accurate collection and expression (uploading) of the data. Due to the computerized software operated process, discrepancies may become obvious and therefore it is important to be very careful in collection and representation of the data. 70% of the scoring/ evaluation will be complete through the DVV, this is an added reason to be cautious at this stage. For all practical purposes, hard and soft copies of all documents should be maintained with criteria-wise filing of the SSR.
- She said that advisors from NAAC play a supportive role and provide suggestions for improving upon possible discrepancies and also with the database.
- Responding to the problems faced in conducting the SSS, Prof. Sharma said that the only strategy is to reach out to the students, counsel them about the importance of SSS despite the limitations faced in the pandemic period.

- She mentioned that the presentation should be good, well-organised and systematic. It is advisable to follow proper documentation process as it makes us aware about limitations in the preparation and thereby improve upon presentation.

Dr. Farhat Banu, Assistant Director, College Education, Udaipur division, assured of assistance and cooperation in expediting and pending administrative issues.

Dr. Preeti Singh, parent representative, IQAC, emphasized on the need for more involvement and emotional attachment of the students towards their institution. She suggested that weekend tasks and a student-teacher interaction at the personal level, scheduling personal meetings between students and teachers, outings and excursions could be of help in this regard.

Dr. Bhawna Hinger, Meera Alumni Association informed the house about the activities undertaken by the association. She was advised to ensure the proper maintenance of the stock registers and other documents/ records and share the necessary data with IQAC.

Ms Shruti Singh expressed her satisfaction and applauded the efforts made by teachers for online teaching and also the problems faced by the student community in the online education process due the internet network issues.

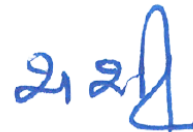
Dr. Shashi Sanchiher, Principal and Chairperson, IQAC informed the house about the progress made by the college with respect to the improvement of the green cover and the efforts undertaken under “Green Initiatives” as the best practice of the institution. She expressed the need for exploiting all the available resources, making sincere and dedicated efforts to overcome all hurdles. She thanked the external members Dr. Satish Sharma and Prof Kanika Sharma for their valuable suggestions.

The meeting ended with a vote of thanks.



Dr. Kanan Saxena

Coordinator, IQAC



Dr. Shashi Sanchiher

Principal & Chairperson, IQAC