

Office of the Principal
Sant Shiromani Guru Ravidas Government College Sargaon, Dist-Mungeli (C.G.)
(College Code-2904) www.ssgrgcsargaon.ac.in email- ssgrgovtcollegesargaon@gmail.com

Sargaon, Date-10.07.2020

Internal Quality Assurance Cell (IQAC)
IQAC meeting 2020-21 (Online)

Meeting 1

Date - August 08, 2020

Day - Saturday

Time – 12:30 PM

Minutes

- Formation of IQAC for the session 2020-2021
- Plans of institution for the current academic year 2020-2021
- Academic calendar 2020-2021
- Admission 2020-2021
- Analysis of result 2019-2020
- Formation of several statutory committees
- Website-- posting of all upcoming events of the college
- Time table
- Teaching learning process
- Unit tests
- Formation of research committee
- Celebration of national and international days, birthdays of great leaders and patriots

Action Taken Report

- Due to COVID19 pandemic outside members were not invited to attend the meeting of IQAC. They were informed about the minutes of the meeting through Smart Phone.
- Plans of institution for the current academic year 2020-2021 were prepared.
- Academic calendar 2020-2021 is being followed in letter and spirit.
- Process of admission was displayed on the college notice board.
- Annual examinations 2020 was conducted through Open Book system. Analysis of result 2019-2020 was done by the examination committee.
- Formation of several statutory committees was done by the Principal.
- Website-- posting of all upcoming events of the college was done by website committee.
- Time table was prepared by the time table committee.
- All teachers started taking Online classes through Smart Phone as per the time table and as per the syllabus.
- Unit tests will be conducted in February or March 2021.
- Formation of research committee was done by the Principal.
- The teachers were motivated to write research articles and get them published in UGC approved journals with high impact factor.
- They were motivated to participate in national or international seminars or workshops and present research papers.

- Independence day was celebrated with simplicity and feelings of patriotism.



Dr. N. K. Singh
Co-ordinator IQAC



Principal
Sant Shiremani Gura Ravidas
Govt. College, Sargaon
Distt. Mungeli (C.G.)

Office of the Principal

Sargaon, Date-02.11.2020

Internal Quality Assurance Cell (IQAC)
IQAC meeting 2020-21 (Online)

Meeting 2

Date – November 02, 2020

Day - Monday

Time – 12:30 PM

Minutes

- Unit tests
- Various sports competitions
- Annual sports and prize distributions
- Annual festival
- Tree plantation
- NSS campus
- Meeting of alumni association
- Meeting of parents teachers association
- Preparation for accreditation from NAAC

Action Taken Report

- Minutes of previous meeting were confirmed.
- Unit tests were conducted Online as per the academic calendar.
- Various sports competitions could not be organized due to covid19 pandemic.
- Annual sports and prize distributions could not be organized due to covid19 pandemic.
- Annual festival could not be organized due to covid19 pandemic.
- Tree plantation could not be done due to covid19 pandemic.
- NSS camp could not be organized due to covid19 pandemic.
- Meeting of alumni association was held Online.
- Meeting of parents teachers association was held Online.
- All members of staff were informed about the preparation for accreditation by NAAC.
- Different professors were assigned for preparation of different criteria by NAAC.



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Principal
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Office of the Principal

Sargaon, Date-23.11.2020

Internal Quality Assurance Cell (IQAC)
IQAC meeting 2020-21 (Online)

Meeting 3

Date - January 23, 2021

Day - Saturday

Time – 12:30 PM

Minutes

- Assessment of teaching learning process
- Progress of syllabus, up gradation
- Use of ICT tools
- Practical exams
- Remedial classes for slow learners
- Special guidance to brilliant students
- Preparation of annual exams
- Feedback from students, alumni and others
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Action Taken Report

- Minutes of previous meeting were confirmed.
- Assessment of teaching learning process was done by the Principal. The teachers were motivated to teach the students in easy understood and clear language and style.
- Teachers were asked to complete the syllabus within time limit.
- They were asked to use the ICT tools.
- Students were trained effectively for appearing in practical exams.
- The list of slow learners was prepared and remedial classes were conducted Online for their quality improvement.
- The list of the brilliant students was prepared and special guidance was given to them for their excellent performance.
- Preparation of annual exams was done by the college. The teachers revised the syllabus and threw light on important questions from examinations point of view.
- The class rooms were properly cleaned and chairs and benches were systematically arranged for smoothly conducting the annual exams.
- Feedback was taken from several students, some alumni and some parents.



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Principal
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Sargaon, Date-12.03.2021

Internal Quality Assurance Cell (IQAC)
IQAC meeting 2020-21 (Online)

Meeting 4

Date - March 12, 2021

Day - Thursday

Time – 12:30 PM

Minutes

- Institutional values and social responsibilities
- Academic audit
- Energy audit
- Green audit
- Environment audit
- Clean and green camps
- Beyond the camps environmental promotion activities
- Best Practices of the college
- Meeting of alumni association
- Meeting of parents teachers association
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Action Taken Report

- The college was closed from March19, 2019 to August 2019 due to pandemic.
- Minutes of previous meeting were confirmed .
- Institutional values and social responsibilities were explained to all stakeholders.
- Academic audit was done.
- Energy audit was done.
- Green audit was done.
- Environment audit was done.
- Effective measures were adopted to make the camps clean and green.
- Beyond the camps environmental promotion activities could not be carried out due to pandemic.
- Best Practices of the college.
- Meeting of alumni association could not be held due to pandemic.
- Meeting of parents teachers association could not be held due to pandemic.



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