


Formation of the Internal Quality Assurance Cell (IQAC)
In the session 2021-22

Following will be the composition of the IQAC in the session 2021-22

1. Dr. S. P. Ambasth, Principal I/C-(Chairperson)
2. Prof. J. K. Sharma (Sports Officer I/C)
3. Dr. Abha Tripathi -(Member)
4. Dr. A. K. Chandel -(Member)
5. Dr. A. K. Singh -(Member)
6. Dr. Sandhya Patre (Member)
7. Smt. Anuradha Divan- (member)
8. Shri C.M. Koshle--(Member)
9. Smt. Ambalika Sahu- (President, Janbhagidari Samiti)
10. Shri Mohan Lahari-(A nominee from local society)
11. Shri Chandan Rajput -(A student of B.A.-III)
12. Shri Rakesh Sahu -(An Alumnus)
13. Shri Ramvatar Agrawal -(One Nominee From local industrialist)
14. Dr. N. K. Singh, Coordinator of IQAC


Principal
Sant Shiromani Guru Ravidas
Govt. College, Sargaon
Distt. Mungeli (C G.)

Office of the Principal

Sant Shiromani Guru Ravidas Government College Sargaon, Dist-Mungeli (C.G.)

(College Code-2904) www.ssrgcsargaon.ac.in email- ssrgovtcollegesargaon@gmail.com

Sargaon, Date 08.07.2021


**Meeting of the IQAC (Meeting 1)
(Session 2021-22)**

The meeting of the IQAC was held in the IQAC/NAAC room. First of all Dr. S. P. Ambasth, Principal I/C welcomed all members of IQAC and informed them about importance, roles and functions of IQAC. After discussing on various issues, the minutes of the meeting were decided and all members were suggested to implement the minutes of the meeting as far as possible.

Minutes of the Meeting

- To prepare perspective plan for the college for the current academic year 2021-22.
- To prepare the time table for the college for the current academic year 2021-22.
- To make an analysis of the results of annual exams 2020-21.
- To celebrate national and international days, birthdays of great leaders and patriots.
- To constitute various statutory committees.
- To constitute IQAC.
- To implement Mentor Mentee Program (MMP).
- To analyze Feedback forms and to take action according to given suggestions.
- To start admission process as per the rules of Higher Education and Atal Bihari Vajpayee University, Bilaspur
- To follow academic calendar of session 2021-22 in letter and spirit.
- To conduct online/offline classes regularly and effectively.
- To do all possible work for submitting SSR to NAAC within time limit.
- To start the activities of NSS as per the guidelines.
- To start the activities of YRC as per the guidelines.
- To call the meeting of all committees from time to time.
- To implement the decisions taken in the committee effectively.
- To maintain law and order in campus.
- To inspire the students to behave with each other with decency and decorum.
- To pay adequate attentions to safety and security of girl students and women staff.
- To pay proper attention to the development of infrastructure.


Coordinator
IQAC


Principal
**Sant Shiromani Guru Ravidas
Govt. College, Sargaon
Distt. Mungeli (C.G.)**

4, 10, 2021

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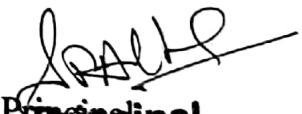
Sargaon, Date 08.07.2021

4, 10

Action Taken Report of Meeting 1
(Session 2021-22)

- The perspective plan for the college for the current academic year 2021-22 was prepared.
- The time table for the college for the current academic year 2021-22 was prepared.
- An analysis of the results of annual exams 2020-21 was made.
- National and international days, birthdays of great leaders and patriots are being celebrated.
- Various statutory committees are formed.
- IQAC is constituted.
- Mentor Mentee Program (MMP) is implemented.
- Feedback forms were analyzed and proper actions were taken according to given suggestions.
- Admission process started as per the rules of Higher Education and Atal Bihari Vajpayee University, Bilaspur, C.G.
- Academic calendar of session 2021-22 in letter and spirit is being followed.
- Online/offline classes are being conducted regularly and effectively.
- The SSR was submitted to NAAC on August 13, 2021.
- The activities of NSS started as per the guidelines.
- The activities of YRC started as per the guidelines.
- Meetings of several committees are called from time to time.
- Decisions taken in the committee were implemented effectively.
- Law and order is being maintained in campus.
- The students are behaving with each other with decency and decorum.
- Safety and security of girl students and women staff is being ensured.
- The proposal for the development of infrastructure has been sent to the commissioner, Higher Education, C.G. Govt. Raipur.


Coordinator
IQAC


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Sargaon, Date 4.10.2021

Meeting of the IQAC


Date: 4.10.2021


Time: 12.00 PM

Venue: IQAC/NAAC Office

Following members of the IQAC were present in the meeting

1. Dr. S. P. Ambasth, Principal I/C-(Chairperson) ✓
2. Prof. J. K. Sharma (Sports Officer I/C) ✓
3. Dr. Abha Tripathi -(Member) ✓
4. Dr. A. K. Chandel -(Member) ✓
5. Dr. A. K. Singh -(Member) ✓
6. Dr. Sandhya Patre (Member) ✓
7. Smt. Anuradha Divan- (member) ✓
8. Shri C.M. Koshle--(Member) ✓
9. Smt. Ambalika Sahu- (President, Janbhagidari Samiti)
10. Shri Mohan Lahari-(A nominee from local society) ✓
11. Shri Chandan Rajput -(A student of B.A.-III)
12. Shri Rakesh Sahu -(An Alumnus) ✓
13. Shri Ramvatar Agrawal -(One Nominee From local industrialist)
14. Dr. N. K. Singh, Coordinator of IQAC ✓


Coordinator
IQAC


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Sargaon, Date 04.10.2021

**Meeting of the IQAC (Meeting 2)
(Session 2021-22)**

The meeting of the IQAC was held in the IQAC/NAAC room. First of all Dr. S. P. Ambasth, Principal I/C welcomed all members of IQAC and Dr. N. K. Singh presented Action Taken Report of Meeting 1 before all members of IQAC. The members became very glad to know of the steps taken by IQAC for improvement in quality education and for enhancing the cultural and educational standards of students and staff. After discussing on various issues, the minutes of the meeting were decided and all members were suggested to implement the minutes of the meeting as far as possible.

Minutes of the Meeting

- To conduct Seminars/Workshops for improving and enhancing the quality of students.
- To celebrate national and international days, birthdays of great leaders and patriots.
- To follow academic calendar of session 2021-22 in letter and spirit.
- To conduct unit tests/ Internal Assessment as per academic calendar of session 2021-22.
- To conduct Oral tests for students to evaluate their performance.
- To conduct online/offline classes regularly and effectively.
- To conduct remedial classes for slow learners.
- To conduct tutorial classes for advanced learners.
- To invite the subjects expert of other colleges to deliver special lectures for students of different Programs.
- To invite resource persons of nearby areas for professional development of teaching and non teaching staff.
- To invite resource persons of nearby areas for professional development of students.
- To continue the activities of NSS as per the guidelines.
- To continue the activities of YRC as per the guidelines.
- To call the meeting of all committees from time to time.
- To implement the decisions taken in the committee effectively.
- To maintain law and order in campus.
- To inspire the students to behave with each other with decency and decorum.
- To pay adequate attentions to safety and security of girl students and women staff.
- To pay proper attention to the development of infrastructure.

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Coordinator
IQAC

toe almi
Principal
Sant Shiromani Guru Ravidas
Govt. College, Sargaon
Distt. Mungeli (C.G.)

18.1.2022

Office of the Principal

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Sargaon, Date 08.07.2021

18.1.2022

**Action Taken Report of Meeting 2
(Session 2021-22)**

- Seminars/Workshops were conducted by several departments for improving and enhancing the quality of students.
- National and international days, birthdays of great leaders and patriots are being celebrated.
- Academic calendar of session 2021-22 is being followed in letter and spirit.
- Unit tests/ Internal Assessment are being conducted as per academic calendar of session 2021-22.
- Oral tests are being conducted for students to evaluate their performance.
- Online/offline classes are being conducted regularly and effectively.
- Remedial classes are being conducted for slow learners.
- Tutorial classes are being conducted for advanced learners.
- The subjects experts of other colleges were invited to deliver special lectures for students of different Programs.
- Resource persons of nearby areas were invited for professional development of teaching and non teaching staff.
- Resource persons of nearby areas were invited for professional development of students.
- The activities of NSS as per the guidelines are being continued.
- The activities of YRC as per the guidelines are being continued.
- The meetings of several committees are called from time to time.
- The decisions taken in the committee were implemented effectively.
- Law and order is being maintained in campus.
- The students are to behaving with each other with decency and dignity.
- Safety and security of girl students and women staff is being ensured.
- The proposal for the development of infrastructure has been sent to the commissioner, Higher Education, C.G. Govt. Raipur.



Coordinator
IQAC



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Sargaon, Date 18.1.2022

Meeting of the IQAC

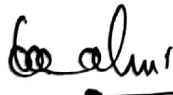
Date: 18.1.2022

Time: 11.30 AM

Venue: IQAC/NAAC Office

Following members of the IQAC were present in the meeting

1. Dr. S. P. Ambasth, Principal I/C-(Chairperson) ✓
2. Prof. J. K. Sharma (Sports Officer I/C) ✓
3. Dr. Abha Tripathi -(Member) ✓
4. Dr. A. K. Chandel -(Member) ✓
5. Dr. A. K. Singh -(Member) ✓
6. Dr. Sandhya Patre (Member) ✓
7. Smt. Anuradha Divan- (member) ✓
8. Shri C.M. Koshle--(Member) ✓
9. Smt. Ambalika Sahu- (President, Janbhagidari Samiti)
10. Shri Mohan Lahari-(A nominee from local society) ✓
11. Shri Chandan Rajput -(A student of B.A. III) ✓
12. Shri Rakesh Sahu -(An Alumnus) ✓
13. Shri Ramvatar Agrawal -(One Nominee From local industrialist)
14. Dr. N. K. Singh, Coordinator of IQAC ✓



Coordinator
IQAC



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Sargaon, Date 18.01.2022

**Meeting of the IQAC (Meeting 3)
(Session 2021-22)**

The meeting of the IQAC was held in the IQAC/NAAC room. First of all Dr. S. P. Ambasth, Principal I/C welcomed all members of IQAC and Dr. N. K. Singh presented Action Taken Report of Meeting 2 before all members of IQAC. The members were informed that the college received some clarifications from NAAC in November 2021 and the NAAC team was able to give perfect information regarding clarifications and NAAC accepted them without any objection. On 11th January 2022 NAAC informed that the self study report (SSR) of our college has been prequalified for assessment. The college made second level payment and logistics advanced payment along with logistics details about nearby airport/nearby hotel details on 19th January 2022. The members expressed their pleasure to know the development regarding NAAC assessment and became very glad to know of the steps taken by IQAC for improvement in quality education. After discussing on various issues, the minutes of the meeting were decided and all members were suggested to implement the minutes of the meeting as far as possible.

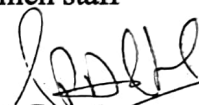
Minutes of the Meeting

- To prepare the best for NAAC assessment.
- To upgrade the teaching standard of teachers.
- To upgrade the learning standard of students.
- To evaluate the performance of slow learners and advanced learners.
- To motivate the teachers to participate in national/International Seminars/Workshops/Conference.
- To motivate the teachers to write high quality research papers and get them published in UGC recognized or peer reviewed journals with impact factors.
- To conduct Seminars/Workshops for improving and enhancing the quality of students.
- To celebrate national and international days, birthdays of great leaders and patriots.
- To follow academic calendar of session 2021-22 in letter and spirit.
- To conduct unit tests/ Internal Assessment as per academic calendar of session 2021-22.
- To conduct Oral tests for students to evaluate their performance.
- To conduct online/offline classes regularly and effectively.
- To conduct remedial classes for slow learners.

- To conduct tutorial classes for advanced learners.
- To prepare the students for practical examinations in science.
- To teach the students how to prepare project work for Environmental Studies.
- To teach the students how to write appropriate and correct answers of questions in annual exam 2022.
- To invite the subjects expert of other colleges to deliver special lectures for students of different Programs.
- To invite resource persons of nearby areas for professional development of teaching and non teaching staff.
- To invite resource persons of nearby areas for professional development of students.
- To continue the activities of NSS as per the guidelines
- To continue the activities of YRC as per the guidelines
- To call the meeting of all committees from time to time
- To implement the decisions taken in the committee effectively
- To maintain law and order in campus
- To inspire the students to behave with each other with decency and decorum
- To pay adequate attentions to safety and security of girl students and women staff
- To pay proper attention to the development of infrastructure



Coordinator
IQAC



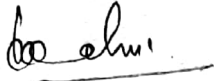
Principal
Sant Shiromani Guru Ravidas
Govt. College, Sargaon
Distt. Mungeli (C.G.)

Sargaon, Date 3.3.2022

Action Taken Report of Meeting 3
(Session 2021-22)

- Preparation for NAAC assessment is going on with accuracy and wisdom.
- Teachers get books from library and other sources, and upgrade their standard and prepared notes for students and gave them.
- Students get books from library and other sources, and upgrade their standard and prepared notes for themselves.
- The performance of slow learners and advanced learners is being evaluated continually.
- Some teachers participated in National/International Seminars/Workshops/Conference and presented research papers and got certificates.
- Some teachers wrote high quality research papers and got them published in UGC recognized or peer reviewed journals with impact factors.
- Seminars/Workshops were conducted by several departments for improving and enhancing the quality of students.
- National and international days, birthdays of great leaders and patriots are being celebrated.
- Academic calendar of session 2021-22 is being followed in letter and spirit.
- Unit tests/ Internal Assessment are being conducted as per academic calendar of session 2021-22.
- Oral tests are being conducted for students to evaluate their performance.
- Online/offline classes are being conducted regularly and effectively.
- Remedial classes are being conducted for slow learners.
- Tutorial classes are being conducted for advanced learners.
- The subjects experts of other colleges were invited to deliver special lectures for students of different Programs.
- Resource persons of nearby areas were invited for professional development of teaching and non teaching staff.
- Resource persons of nearby areas were invited for professional development of students.
- The activities of NSS as per the guidelines are being continued.
- The activities of YRC as per the guidelines are being continued.
- The meetings of several committees are called from time to time.
- The decisions taken in the committee were implemented effectively.
- Law and order is being maintained in campus.
- The students are to behaving with each other with decency and dignity.

- Safety and security of girl students and women staff is being ensured.
- The proposal for the development of infrastructure has been sent to the commissioner, Higher Education, C.G. Govt. Raipur.



Coordinator
IQAC



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Sargaon, Date 3, 3, 2022

Meeting of the IQAC


Date: 3, 3, 2022


Time: 12.30 PM

Venue: IQAC/NAAC Office

Following members of the IQAC were present in the meeting

1. Dr. S. P. Ambasth, Principal I/C-(Chairperson)
2. Prof. J. K. Sharma (Sports Officer I/C)
3. Dr. Abha Tripathi -(Member)
4. Dr. A. K. Chandel -(Member)
5. Dr. A. K. Singh -(Member)
6. Dr. Sandhya Patre (Member)
7. Smt. Anuradha Divan- (member)
8. Shri C.M. Koshle--(Member)
9. Smt. Ambalika Sahu- (President, Janbhagidari Samiti)
10. Shri Mohan Lahari-(A nominee from local society)
11. Shri Chandan Rajput -(A student of B.A.-III)
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13. Shri Ramvatar Agrawal -(One Nominee From local industrialist)
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Coordinator
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Sargaon, Date 03.03.2022

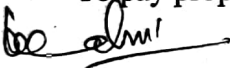
**Meeting of the IQAC (Meeting 4)
(Session 2021-22)**

The meeting of the IQAC was held in the IQAC/NAAC room. First of all Dr. S. P. Ambasth, Principal I/C welcomed all members of IQAC and Dr. N. K. Singh presented Action Taken Report of Meeting 3 before all members of IQAC. The members were informed that NAAC Peer-team visit to our college is scheduled from 20.04.2022 to 21.04.2022. The principal asked for co-operation and guidance from all members of IQAC and assured them that he would leave no stone unturned for upgrading the quality of the students and college and for getting good grade from NAAC. The members expressed their pleasure to know the development regarding NAAC assessment and became very glad to know of the steps taken by IQAC for improvement in quality education. After discussing on various issues, the minutes of the meeting were decided and all members were suggested to implement the minutes of the meeting as far as possible.

Minutes of the Meeting

- To prepare the best for NAAC assessment.
- To decorate the college beautifully with all possible facilities.
- To increase library facilities for staff and students.
- To increase toilet facilities for staff and students.
- To increase games and sports facilities for staff and students.
- To increase computers education facilities for staff and students.
- To increase professional development facilities for staff and students.
- To maintain cleanliness drive in the college continuously.
- To upgrade the teaching standard of teachers.
- To upgrade the learning standard of students.
- To evaluate the performance of slow learners and advanced learners.
- To motivate the teachers to participate in national/International Seminars/Workshops/Conference.
- To motivate the teachers to write high quality research papers and get them published in UGC recognized or peer reviewed journals with impact factors.
- To conduct Seminars/Workshops for improving and enhancing the quality of students.
- To celebrate national and international days, birthdays of great leaders and patriots.
- To follow academic calendar of session 2021-22 in letter and spirit.
- To conduct unit tests/ Internal Assessment as per academic calendar of session 2021-22.

- To conduct Oral tests for students to evaluate their performance.
- To conduct online/offline classes regularly and effectively.
- To conduct remedial classes for slow learners.
- To conduct tutorial classes for advanced learners.
- To prepare the students for practical examinations in science.
- To teach the students how to prepare project work for Environmental Studies.
- To teach the students how to write appropriate and correct answers of questions in annual exam 2022.
- To invite the subjects expert of other colleges to deliver special lectures for students of different Programs.
- To invite resource persons of nearby areas for professional development of teaching and non teaching staff.
- To invite resource persons of nearby areas for professional development of students.
- To continue the activities of NSS as per the guidelines
- To continue the activities of YRC as per the guidelines
- To call the meeting of all committees from time to time
- To implement the decisions taken in the committee effectively
- To maintain law and order in campus
- To inspire the students to behave with each other with decency and decorum
- To pay adequate attentions to safety and security of girl students and women staff
- To pay proper attention to the development of infrastructure


Coordinator
IQAC


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Office of the Principal

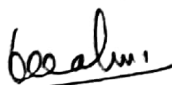
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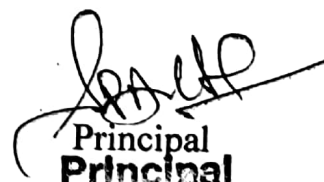
Sargaon, Date 18.4.2022

**Action Taken Report of Meeting 4
(Session 2021-22)**

- The NAAC Peer-team visited college on 20th and 21st April 2022. They interacted with the Principal, all members of teaching and non teaching staff and students present in the college.
- The principal gave a PPT of the college.
- The IQAC Coordinator gave a PPT of the activities done by IQAC.
- All teachers presented a PPT of their department and achievements.
- The Program Officer of NSS presented a PPT of the Extension activities done by NSS.
- The Convener of YRC presented a PPT of the Extension activities done by YRC.
- Other departments also presented a PPT of the Extension activities done by them.
- The Peer-team visited central library of the college and gave sound and impressive suggestions.
- The Peer-team visited labs of the college and gave wise and practical suggestions.
- The Peer-team visited Office of the college and advised how to keep cash books and maintain accounts.
- The Peer-team visited boys and girls toilets of the college and were very glad to see the cleanliness and hygienic condition of the toilets.
- The teachers were asked to prepare for admission process in session 2022-23.
- They were asked to give admission to students as per the norms of prescribed reservations and other rules.
- They were asked to maintain transparency and honesty in the admission process.



Coordinator
IQAC



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