

# कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय

हरदा (म.प्र.)

प्राचार्य कक्ष - 07577-222153  
कार्यालय - 07577-222048

NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
Email ID: hegaacchar@mp.gov.in

No. IQAC-1/Minutes/2022-23

Date: 13.07.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 13.07.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. Review meeting regarding progress report of all 7 criteria of NAAC.
2. To submit the draft copy of the SSR within one week.
3. Discussed about the library facilities of college and its accessibility for the students as well as faculty members.
4. Any other points with the permission of the chair.

### Members attended:

The first meeting of the IQAC for the academic session 2022-23 was held at on dated 13.07.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr Meena Rathore, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Durgesh Teele, Assistant Professor	Incharge (Criteria 7)
12	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
13	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
14	Mrs. Sheetal Shreevas, Guest Faculty	Member
15	Dr. Asha Gayakwad, Guest Faculty	Member
16	Mr. Rahul Sarathe, Sports Officer	Member

  
प्राचार्य  
शासकीय कक्षा एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Discussion 1:** The Previous IQAC meeting was held on 22.02.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Agenda-1:** Review meeting regarding progress report of all 7 criteria of NAAC.

**Resolutions after Discussions:** It was asked to all the criteria incharges of NAAC to present their progress report criteria-wise of SSR draft. After reviewing the report presented by Incharges, they were suggested to complete their works on time.

**Agenda 2:** To submit the draft copy of the SSR within one week.

**Discussion:** It was directed to all the criteria incharges of NAAC to submit the draft copy of SSR within one week.

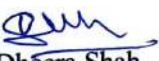
**Resolutions after Discussions:** It was directed to all the criteria incharges of NAAC to submit the draft copy of SSR within one week. They will be provided all the required documents, supporting staff and best possible way to submit their Criteria-wise SSR Draft.


**Agenda 3:** Providing accessibilities and Faculties of College's Library


**Discussion:** It was discussed and directed to the staff of library to provide the facilities and accessibilities of college library for the students as well as faculty members. It was also decided that all the students may be encouraged to register at online portal of e-library.

**Resolutions after Discussions:** The librarian has talked about the Library facilities of college, He has suggested that all the students may be encouraged to utilize the library books as well as guide them to register at online portal of e-library which is available in our college. This facility is open for all.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.

  
Dr. Dheera Shah  
Coordinator (IQAC/NAAC)

  
Dr. Rakesh Singh Paraste  
Member (NAAC)

  
Dr. Sangeeta Biley  
Principal  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
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Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC-2/Minutes/2022-23

Date: 21.07.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 21.07.2022, Timing: 12:30 P.M.

Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. Discussed on AAA submission
2. Review on progress report of all criteria

### Members attended:

The meeting of the IQAC was held on dated 21.07.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Mrs. Sharmila Meena, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmla Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Durgesh Telee, Assistant Professor	Incharge (Criteria 7)
12	Dr Smita Girgune	Incharge (Criteria 7)
13	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
14	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
15	Mrs. Sheetal Shreevas, Guest Faculty	Member
16	Dr. Asha Gayakwad, Guest Faculty	Member
17	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Agenda-1:** Discussed on AAA submission for the year 2020-21.



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शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

**Discussion 1:** The Previous IQAC meeting was held on 13.07.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

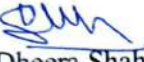
**Resolutions after Discussions:** It was asked to all the criteria incharges of NAAC to present their progress report criteria-wise of SSR draft. After reviewing the report presented by Incharges, they were suggested to complete their works on time.


**Agenda 2:** Review on progress report of all criteria.


**Discussion:** It was directed to all the criteria incharges of NAAC to submit the draft copy of SSR within one week.

**Resolutions after Discussions:** They will be provided all the required documents, supporting staff and best possible way to submit their Criteria-wise SSR Draft. It was directed to all the criteria incharges of NAAC to submit the draft copy of SSR within one week.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.

  
Dr. Dheera Shah  
Coordinator (IQAC/NAAC)

  
Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)

  
Dr. Sangeeta Biley  
Principal  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

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हरदा (म.प्र.)

प्राचार्य कक्ष - 07577-222153

NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207

कार्यालय - 07577-222048

Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC-3/Minutes/2022-23

Date: 08.08.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 08.08.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. Discussed on IIQA and AQAR submission
2. Discussed on AAA related information

### Members attended:


The meeting of the IQAC was held at Virtual Classroom on dated 08.08.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

S. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Mrs. Sharmila Meena, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Dr. Smita Girgune Assistant Professor	Incharge (Criteria 7)
12	Mr. Durgesh Telee, Assistant Professor	member(Criteria 7)
13	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
14	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
15	Mrs. Sheetal Shreevas, Guest Faculty	Member
16	Dr. Asha Gayakwad, Guest Faculty	Member
17	Dr. Savendra Patel	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Agenda-1:** Discussed on IIQA and AQAR submission

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**Discussion 1:** The Previous IQAC meeting was held on 21.07.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

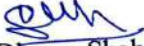
**Resolutions after Discussions:** It was asked to all the criteria incharges of NAAC to present their progress report criteria-wise of SSR draft. After reviewing the report presented by Incharges, they were suggested to complete their works on time.


**Agenda 2:** Discussed on AAA related information

**Discussion:** It was discussed on AAA related information with faculty members and staff.

**Resolutions after Discussions:** They will be provided all the required documents, supporting staff and best possible way to AAA related information.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.

  
Dr. Dheera Shah  
Coordinator (IQAC/NAAC)

  
Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)

  
Dr. Sangeeta Biley  
Princip~~al~~  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

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Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC-4/Minutes/2022-23

Date: 19.09.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 19.09.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. Review meeting with NAAC criteria incharges

### Members attended:

The meeting of the IQAC was held at Virtual Classroom on dated 19.09.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

S. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Mrs. Sharmila Meena, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Dr Smita Girgune Assistant Professor	Incharge (Criteria 7)
12	Mr. Durgesh Telee, Assistant Professor	member(Criteria 7)
13	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
14	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
15	Mrs. Sheetal Shreevas, Guest Faculty	Member
16	Dr. Asha Gayakwad, Guest Faculty	Member
17	Dr.Savendra Patel	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Agenda-1:** Review meeting with NAAC criteria incharges

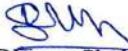
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शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-इन्दूर

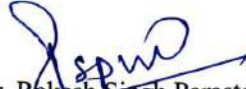
**Discussion 1:** The Previous IQAC meeting was held on 08.08.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Resolutions after Discussions:** It was asked to all the criteria incharges of NAAC to present their progress report criteria-wise of SSR draft. After reviewing the report presented by Incharges, they were suggested to complete their works on time.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.



Dr. Dheera Shah  
Coordinator (IQAC/NAAC)



Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)



Dr. Sangeeta Biley  
Principal

शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा



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No. IQAC-5/Minutes/2022-23

Date: 22.09.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 22.09.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. The Agenda "Intitutional Preparedness of NEP"


### Members Attended:

The meeting of the IQAC was held at Virtual Classroom on dated 22.09.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Durgesh Teele, Assistant Professor	Incharge (Criteria 7)
12	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
13	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
14	Mrs. Sheetal Shreevas, Guest Faculty	Member
15	Dr. Asha Gayakwad, Guest Faculty	Member
16	Mr. Rahul Sarathe, Sports Officer	Member
17	Mrs. Gunjan Solanki, Guest Faculty Self Finanace	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Agenda-1:** In connection with 'Enriching Thursday Programme' an Online Meeting was organized on the topic "Intitutional Preparedness of NEP" by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in the college.

  
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शासकीय कला एवं वाणिज्य महाविद्यालय  
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**Discussion 1:** The Previous IQAC meeting was held on 19.09.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Resolutions after Discussions:** After the completion the online meeting, it was discussed to well Preparedness and implementation of NEP at college.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.

Dr. Dheera Shah  
Coordinator (IQAC/NAAC)

Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)

Dr. Sangeeta Biley  
Principal  
शासकीय कला एवं वाणिज्य महाविद्यालय  
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No. IQAC/Minutes-6/2022-23

Date: 28.09.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 28.09.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. "Institutional Values and Best Practices"

### Members attended:

The meeting of the IQAC was held at Virtual Classroom on dated 28.09.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

S. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Mrs. Sharmila Meena, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Dr Smita Girgune Assistant Professor	Incharge (Criteria 7)
12	Mr. Durgesh Telee, Assistant Professor	member(Criteria 7)
13	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
14	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
15	Mrs. Sheetal Shreevas, Guest Faculty	Member
16	Dr. Asha Gayakwad, Guest Faculty	Member
17	Dr.Savendra Patel	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Agenda-1:** In connection with 'Enriching Thursday Programme' an Online Meeting was organized on the topic "Institutional Values and Best Practices" by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in the college.

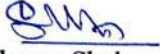
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**Discussion 1:** The Previous IQAC meeting was held on 22.09.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Resolutions after Discussions:** After the completion of the above online meeting, it was discussed to strengthen and apply in a best possible way of both the best practices of College i.e. E-Content Material and Video Lecture and Environmental Awareness as well as also discussed about institutional values also.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.



Dr. Dheera Shah  
Coordinator (IQAC/NAAC)



Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)



Dr. Sangeeta Biley  
Principलचर्य  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

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NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC/Minutes-7/2022-23

Date: 06.10.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 06.10.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. The agenda of the meeting was "Audits and Policies".

### Members attended:

The meeting of the IQAC was held at Virtual Classroom on dated 06.10.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

S. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Sharmila Meena	Member (Criteria 3)
12	Mr. Durgesh Telee, Assistant Professor	Incharge (Criteria 7)
13	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
14	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
15	Mrs. Sheetal Shreevas, Guest Faculty	Member
16	Dr. Vandana Magardhe	Member
17	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:


  
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शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा


**Agenda-1:** In connection with 'Enriching Thursday Programme' an Online Meeting was organized on the topic "Audits and Policies" by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in the college.

**Discussion 1:** The Previous IQAC meeting was held on 28.09.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Resolutions after Discussions:** After the completion of the above online meeting, it was discussed to timely completion of all the Audits such as Financial Audit, Green Audit, Energy Audit etc as well as discussed about the implementation of the Policies.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.

  
Dr. Dheera Shah  
Coordinator (IQAC/NAAC)

  
Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)

  
Dr. Sangeeta Biley  
Principल  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
हरदा (म.प्र.)

प्राचार्य कक्ष - 07577-222153  
कार्यालय - 07577-222048

NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC/Minutes-8/2022-23

Date: 13.10.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 13.10.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

- 1 The agenda of the meeting was "Teaching Pedagogies".


### Members attended:

The meeting of the IQAC was held at Virtual Classroom on dated 13.10.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Sharmila Meena	Member (Criteria 3)
12	Mr. Durgesh Telee, Assistant Professor	Incharge (Criteria 7)
13	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
14	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
15	Mrs. Sheetal Shreevas, Guest Faculty	Member
16	Dr. Vandana Magardhe	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Agenda-1:** In connection with 'Enriching Thursday Programme' an Online Meeting was organized on the topic "Teaching Pedagoies" by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in the college.

  
प्राचार्य  
शासकीय कक्षा एवं वी.पी.सी. महाविद्यालय  
हरदा जिला-हरदा  
Page 15 of 46

**Discussion 1:** The Previous IQAC meeting was held on 06.10.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Resolutions after Discussions:** After the completion of the above online meeting, it was discussed that how to make effective teaching pedagogies in the institute.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.



Dr. Dheera Shah  
Coordinator (IQAC/NAAC)



Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)



Dr. Sangeeta Biley  
Principal

शासकीय कला एवं वाणिज्य महाविद्यालय  
हरद्वारा जिला-इटावा



कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
हरदा (म.प्र.)

प्राचार्य कक्ष - 07577-222153  
कार्यालय - 07577-222048

NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207

Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC/Minutes-9/2022-23

Date: 20.10.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 20.10.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:


1. In connection with 'Enriching Thursday Programme' an Online Meeting was organized by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in the college.

### Members attended:

The meeting of the IQAC was held at Virtual Classroom on dated 20.10.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Sharmila Meena	Member (Criteria 3)
12	Mr. Durgesh Teele, Assistant Professor	Incharge (Criteria 7)
13	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
14	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
15	Mrs. Sheetal Shreevas, Guest Faculty	Member
16	Dr. Vandana Magardhe	Member
17	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

  
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शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

**Agenda-1:** In connection with 'Enriching Thursday Programme' an Online Meeting was organized by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in the college.

**Discussion 1:** The Previous IQAC meeting was held on 13.10.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Resolutions after Discussions:** It was online meeting organized by SLNC, Bhopal. All the criterion Incharges are instructed to submit the draft copy of the SSR.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.



Dr. Dheera Shah  
Coordinator (IQAC/NAAC)



Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)



Dr. Sangeeta Biley  
Principal  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
हरदा (म.प्र.)

प्राचार्य कक्ष - 07577-222153  
कार्यालय - 07577-222048

NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC/Minutes-10/2022-23

Date: 10.11.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 10.11.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. The agenda of the meeting was "Website Management Updation"

### Members Attended:

The meeting of the IQAC was held at Virtual Classroom on dated 10.11.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Sharmila Meena	Member (Criteria 3)
12	Mr. Durgesh Telee, Assistant Professor	Incharge (Criteria 7)
13	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
14	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
15	Mrs. Sheetal Shreevas, Guest Faculty	Member
16	Dr. Sitika Barkale	Member
17	Dr. Vandana Magardhe	Member
18	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Agenda-1:** In connection with 'Enriching Thursday Programme' an Online Meeting was organized on the topic "Website Management Updation" by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in the college.

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प्राचार्य  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

**Discussion 1:** The Previous IQAC meeting was held on 20.10.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Resolutions after Discussions:** The chairperson instructed to all the concerned officials and staff of Website Management committee to do the necessary updation of the HRMS Website and to upload all the relevant documents in the website.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.

  
Dr. Dheera Shah  
Coordinator (IQAC/NAAC)

  
Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)

  
Dr. Sangeeta Biley  
Principal  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
हरदा (म.प्र.)

प्राचार्य कक्ष - 07577-222153  
कार्यालय - 07577-222048

NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC/Minutes-11/2022-23

Date: 17.11.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 17.11.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. The agenda of the meeting was "Motivational Session of NACC Peer Team Visit".

### Members attended:

The meeting of the IQAC was held at Virtual Classroom on dated 17.11.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Dr. Deepika Sethy	Member (Criteria 3)
12	Mr. Durgesh Telee, Assistant Professor	Incharge (Criteria 7)
13	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
14	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
15	Mrs. Sheetal Shreevas, Guest Faculty	Member
16	Dr. Sitika Barkale	Member
18	Dr. Vandana Magardhe	Member
19	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Agenda-1:** In connection with 'Enriching Thursday Programme' an Online Meeting was organized on the topic "Motivational Session of NACC Peer Team Visit" by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in the college.




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प्राचार्य  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

**Discussion 1:** The Previous IQAC meeting was held on 10.11.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Resolutions after Discussions:** The chairperson and IQAC Coordinator instructed to all the Criterion Incharges to prepare all the necessary preparation well in advance for NAAC Peer Team Visit.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.

  
Dr. Dheera Shah  
Coordinator (IQAC/NAAC)

  
Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)

  
Dr. Sangeeta Biley  
Principal  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
हरदा (म.प्र.)

प्राचार्य कक्ष - 07577-222153  
कार्यालय - 07577-222048

NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC/Minutes-12/2022-23

Date: 24.11.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 24.11.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. The agenda of the meeting was "Documentation and record room".

### Members attended:

The meeting of the IQAC was held at Virtual Classroom on dated 24.11.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

S. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Dr Smita Girgune	Incharge (Criteria 7)
12	Mr. Durgesh Teele, Assistant Professor	Member
13	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
14	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
15	Mrs. Sheetal Shreevas, Guest Faculty	Member
16	Dr. Sitika Barkale	Member
17	Dr. Vandana Magardhe	Member
18	Dr Asha Gyakwad	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Agenda-1:** In connection with 'Enriching Thursday Programme' an Online Meeting was organized on the topic "Documentation & Record Room" by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in the college.




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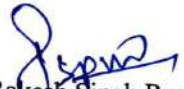
प्राचार्य  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

**Discussion 1:** The Previous IQAC meeting was held on 17.11.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Resolutions after Discussions:** All the NAAC criteria Incharges, their team and staff were advised and strictly directed to manage the records properly, arrange their files and documents in a systematic way.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.

  
Dr. Dheera Shah  
Coordinator (IQAC/NAAC)

  
Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)

  
Dr. Sangeeta Biley  
Principal  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा



कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
हरदा (म.प्र.)

प्राचार्य कक्ष - 07577-222153  
कार्यालय - 07577-222048

NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC/Minutes-13/2022-23

Date: 01.12.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 01.12.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. The agenda of the meeting was "Assessment Techniques in the Context of NEP".

### Members attended:

The meeting of the IQAC was held at Virtual Classroom on dated 24.11.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Durgesh Teele, Assistant Professor	Incharge (Criteria 7)
12	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
13	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
14	Mrs. Sheetal Shreevas, Guest Faculty	Member
15	Dr. Asha Gayakwad, Guest Faculty	Member
16	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Agenda-1:** In connection with 'Enriching Thursday Programme' an Online Meeting was organized on the topic "Assessment Techniques in the Context of NEP" by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in college.

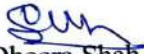
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प्राचार्य  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा


**Discussion 1:** The Previous IQAC meeting was held on 24.11.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Resolutions after Discussions:** At the end of the online meeting organized by SLNC, Bhopal. Furthermore, there was a discussion on how to conduct the assessment techniques in the Context of NEP. All the HODs and faculty members talked about the periodical class tests, assignments and progress report conducted regularly. The chairperson and IQAC Coordinator directed to all the concerned for strictly follow the internal and external assessment techniques of NEP 2020.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.

  
Dr. Dheera Shah  
Coordinator (IQAC/NAAC)

  
Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)

  
Dr. Sangeeta Biley  
Principal  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
हरदा (म.प्र.)

प्राचार्य कक्ष - 07577-222153  
कार्यालय - 07577-222048

NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC/Minutes-14/2022-23

Date: 08.12.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 08.12.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. The Agenda of the meeting was "Research Projects".

### Members attended:

The meeting of the IQAC was held at Virtual Classroom on dated 08.12.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Durgesh Teele, Assistant Professor	Incharge (Criteria 7)
12	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
13	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
14	Mrs. Sheetal Shreevas, Guest Faculty	Member
15	Dr. Asha Gayakwad, Guest Faculty	Member
16	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Agenda-1:** In connection with 'Enriching Thursday Programme' an Online Meeting was organized on the topic "Research Projects" by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in college.

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शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा (म.प्र.)

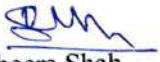
**Discussion 1:** The Previous IQAC meeting was held on 01.12.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Resolutions after Discussions:**


At the end of the online meeting by SLNC, Bhopal, there was an important discussion on '**Research Projects Proposal**'. The chairperson and IQAC Coordinator encouraged to all the faculty members to prepare for the Major or Minor Research Projects proposal and apply for the same to various organizations such as ICSSR, UGC, DST and other research institutes.

Furthermore, it was also directed to all concerned that to engage the research works are compulsory for all. It will be very beneficial for Faculty Member's career growth as well as equally usefull for the Institute as well.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.

  
Dr. Dheera Shah  
Coordinator (IQAC/NAAC)

  
Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)

  
Dr. Sangeeta Biley  
Principal  
शास्त्रीय कला एवं वाणिज्य महाविद्यालय  
हरद्वारा जिला-हरद्वारा

कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
हरदा (म.प्र.)

प्राचार्य कक्ष - 07577-222153  
कार्यालय - 07577-222048

NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC/Minutes-15/2022-23

Date: 15.12.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 15.12.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. The agenda of the meeting was "Research Publications".
2. How to publish the research papers in UGC Care Journals and International Peer Review Journals.

### Members attended:

The meeting of the IQAC was held at Virtual Classroom on dated 15.12.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Durgesh Telee, Assistant Professor	Incharge (Criteria 7)
12	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
13	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
14	Mrs. Sheetal Shreevas, Guest Faculty	Member
15	Dr. Asha Gayakwad, Guest Faculty	Member
16	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

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शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

### Agenda-1:

In connection with 'Enriching Thursday Programme' an Online Meeting was organized on the topic "Research Publications" by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in college.

**Discussion 1:** The Previous IQAC meeting was held on 08.12.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

### Resolutions after Discussions:


At the end of the online meeting by SLNC, Bhopal, there was an important discussion on 'Research Publications'. The chairperson and IQAC Coordinator encouraged and motivated to all the faculty members to publish their research articles in UGC CARE Journals and International Peer Reviewed Journals.

It was informed to the IQAC that most of the faculty members were published their research papers in UGC CARE Journals and International Peer Reviewed Journals. They are actively engaged in teaching and research works and continuously trying to give their level best in research works. The chairperson and IQAC Coorimidator expressed happiness to know about these achievements of the faculty members.

### Any Other Points/Agendas:

The chairperson motivated to all concerned that to engage the research works are compulsory for all. It will be very beneficial for Faculty Member's career growth as well as equally usefull for the Institute as well.

The Meeting ended with proposing the vote of thanks to the Chair.



Dr. Dheera Shah  
Coordinator (IQAC/NAAC)



Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)



Dr. Sangeeta Biley  
Principal  
शासकीय कला एवं वाणिज्य महाविद्यालय  
इरदा जिला-हरदा

कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
हरदा (म.प्र.)

प्राचार्य कक्ष - 07577-222153  
कार्यालय - 07577-222048

NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC/Minutes-16/2022-23

Date: 22.12.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 22.12.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. The agenda of the meeting was "Extension Activities".
2. Any other points.

### Members attended:

The meeting of the IQAC was held at Virtual Classroom on dated 15.12.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Durgesh Telec, Assistant Professor	Incharge (Criteria 7)
12	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
13	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
14	Mrs. Sheetal Shreevas, Guest Faculty	Member
15	Dr. Asha Gayakwad, Guest Faculty	Member
16	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

### Agenda-1:

  
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शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

In connection with 'Enriching Thursday Programme' an Online Meeting was organized on the topic "Extension Activities" by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in college.

**Discussion 1:** The Previous IQAC meeting was held on 15.12.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Resolutions after Discussions:**

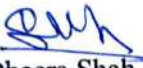
At the end of the online meeting by SLNC, Bhopal, there was an important discussion on 'Extension Activities'. The chairperson and IQAC Coordinator encouraged to NSS Incharges and the TPO of Swami Vivekananda Career Guidance Cell to increase and carry out more and more extension activities for the students especially by NSS UNITS.


It was informed to the IQAC that various extension activities have been conducted by the NSS Unit of the college. NSS Unit and Career Guidance Cell are committed to provide and conduct various extension activities the entire academic session.


**Any Other Points/Agendas:**

The chairperson and IQAC Coornidator expressed happiness to know about these conducted activities. The chairperson encouraged and motivated to all concerned that they should regularly organized such type of extension activities throughout the academic session as per the calendar.

The Meeting ended with proposing the vote of thanks to the Chair.

  
Dr. Dheera Shah  
Coordinator (IQAC/NAAC)

  
Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)

  
Dr. Sangeeta Biley  
Principal  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा



कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
हरदा (म.प्र.)

प्राचार्य कक्ष - 07577-222153  
कार्यालय - 07577-222048

NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC/Minutes-17/2022-23

Date: 29.12.2022

## Minutes of the IQAC Meeting

Meeting held on dated: 29.12.2022, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. The agenda of the meeting was "SSS and Alumni Engagement".
2. Any other points by the Chair.

### Members attended:

The meeting of the IQAC was held at Virtual Classroom on dated 29.12.2022 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Durgesh Teele, Assistant Professor	Incharge (Criteria 7)
12	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
13	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
14	Mrs. Sheetal Shreevas, Guest Faculty	Member
15	Dr. Asha Gayakwad, Guest Faculty	Member
16	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:


**Agenda-1:** In connection with 'Enriching Thursday Programme' an Online Meeting was organized on the topic "SSS and Alumni Engagement" by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in college.


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शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

**Discussion 1:** The Previous IQAC meeting was held on 22.12.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Resolutions after Discussions:** At the end of the online meeting by SLNC, Bhopal, there was an important discussion on the preparation of 'SSS Draft and Alumini Engagement'. The chairperson and IQAC Coordinator directed to prepare a rough draft of SSR and contribution of Alumini engagement.

The Meeting ended with proposing the vote of thanks to the Chair.

  
Dr. Dheera Shah  
Coordinator (IQAC/NAAC)

  
Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)

  
Dr. Sangeeta Biley  
Principal  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

No. IQAC/Minutes-18/2022-23

Date: 05.01.2023

## Minutes of the IQAC Meeting

Meeting held on dated: 05.01.2023, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. Online meeting by state level NAAC cell on this topic "**Institutional Preparedness for NEP-2020**"
2. Any other points by the Chair.

### Members attended:

The meeting of the IQAC was held at Virtual Classroom on dated 05.01.2023 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Durgesh Telee, Assistant Professor	Incharge (Criteria 7)
12	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
13	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
14	Mrs. Sheetal Shreevas, Guest Faculty	Member
15	Dr. Asha Gayakwad, Guest Faculty	Member
16	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Agenda-1:** In connection with 'Enriching Thursday Programme' an Online Meeting was organized on the topic "**Institutional Preparedness for NEP-2020**" by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in college.

  
प्राचार्य Page 35 of 46  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

**Discussion 1:** The Previous IQAC meeting was held on 29.12.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Resolutions after Discussions:**

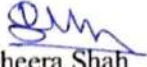
At the end of the online meeting by SLNC, Bhopal, there was an important discussion on “**Institutional Preparedness for NEP-2020**”. The chairperson and IQAC Coordinator suggested to all the criteria incharges for including the relevant points of NEP in the AQAR and SSR Preparation as well as Institutional preparedness for the same.

It was informed to the IQAC that many points of NEP have been included in the executive summary and profile of the institution as well as also included in the relevant criterias.

**Any Other Points/Agendas:**

The chairperson and IQAC Coordinator expressed happiness to know about these initiatives and preparedness.

The Meeting ended with proposing the vote of thanks to the Chair.



Dr. Dheera Shah  
Coordinator (IQAC/NAAC)



Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)



Dr. Sangeeta Biley  
Principal

शासकीय कला एवं वाणिज्य महाविद्यालय  
रुद्रा जिला-हरदा

कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
हरदा (म.प्र.)

प्राचार्य कक्ष - 07577-222153  
कार्यालय - 07577-222048

NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
Email ID: [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)

No. IQAC/Minutes-19/2022-23

Date: 18.01.2023-20.01.2023

## Minutes of the IQAC Meeting

Meeting held on dated: 18.01.2023-20.01.2023, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. The agenda of the meeting was preparation of SSR criteriawise 1 to 7 respectively.
2. Review NAAC grade enhancement
3. Any other points by the Chair.

### Members attended:

The meeting of the IQAC was held on Three Days Extensive training cum meeting at Virtual Classroom on dated 18.01.2023 to 20.01.2023 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Durgesh Teele, Assistant Professor	Incharge (Criteria 7)
12	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
13	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
14	Mrs. Sheetal Shreevas, Guest Faculty	Member
15	Dr. Asha Gayakwad, Guest Faculty	Member
16	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

  
प्राचार्य  
शासकीय स्नातकोत्तर महाविद्यालय  
हरदा जिला-हरदा

**Discussion 1:** The Previous IQAC meeting was held on 05.01.2023. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Agenda-1:** In connection with 'Enriching Thursday Programme' an Online Meeting was organized on the topic "**preparation of SSR criteriawise 1 to 7 respectively**" by SLNC, Bhopal through Microsoft Teams which was live streamed at Virtual Classroom in college.

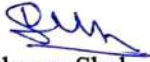
**Agenda 2:** Review NAAC grade enhancement.

**Discussion:** Review meeting on NAAC grade enhancement..

**Resolutions after Discussions:**

At the end of the online meeting by SLNC, Bhopal, there was an important discussion on "**preparation of SSR criteriawise 1 to 7 respectively**". The chairperson and IQAC Coordinator directed to all attend the three days extensive training cum meeting programme and prepare the criteria-wise SSR accordingly. Further, the IQAC has reviewed the progress of works regarding NAAC preparation.

The Meeting ended with proposing the vote of thanks to the Chair.



Dr. Dheera Shah  
Coordinator (IQAC/NAAC)



Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)



Dr. Sangeeta Biley  
Principलर  
शररकीर कला एवं वररिणररु ररररररररर  
हररदा ररररर-हररदा

कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
हरदा (म.प्र.)

प्राचार्य कक्ष - 07577-222153  
कार्यालय - 07577-222048

NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
Email ID: hegaacchar@mp.gov.in

No. IQAC/Minutes-20/2022-23

Date: 04.02.2023

## Minutes of the IQAC Meeting

Meeting held on dated: 04.02.2023, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:


1. The Agenda of the meeting was "Review meeting of Progress of Criteria-wise SSR Draft Preparation"

### Members attended:

The meeting of the IQAC was held on dated 04.02.2023 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Durgesh Telec, Assistant Professor	Incharge (Criteria 7)
12	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
13	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
14	Mrs. Sheetal Shreevas, Guest Faculty	Member
15	Dr. Asha Gayakwad, Guest Faculty	Member
16	Mr. Rahul Sarathe, Sports Officer	Member
17	Dr. Vandana Magardhe	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

  
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**Discussion 1:** The Previous IQAC meeting was held on 20.01.2023. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Agenda-1:** The Agenda of the meeting was "Review meeting of Progress of Criteria-wise SSR Draft Preparation"

**Resolutions after Discussions:**

The Chairperson and IQAC Coordinator reviewed the progress report of the Criteria-wise of SSR Draft and directed to all Criteria incharges to submit the SSR Draft within one week so as to the draft copy of SSR may be submitted to SLNC Bhopal for further necessary correction.

The Meeting ended with proposing the vote of thanks to the Chair.



Dr. Dheera Shah  
Coordinator (IQAC/NAAC)



Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)



Dr. Sangeeta Biley  
Principal

शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा



कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
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NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
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No. IQAC/Minutes-21/2022-23

Date: 21.02.2023

**Minutes of the IQAC Meeting**

Meeting held on dated: 21.02.2023, Timing: 12:30 P.M.  
Venue: Virtual Classroom

**Agenda:**

The following agendas/points were discussed in the meeting:

1. The Agenda of the meeting was "AQAR submission"
2. Any other points by the Chair.

**Members attended:**


The meeting of the IQAC was held at on dated 21.02.2023 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Durgesh Telee, Assistant Professor	Incharge (Criteria 7)
12	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
13	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
14	Dr. Shitika Barkale, Guest Faculty	Member
15	Dr. Asha Gayakwad, Guest Faculty	Member
16	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Discussion 1:** The Previous IQAC meeting was held on 29.12.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

**Agenda-1:** The agenda of the meeting was "AQAR submission by 25.02.2023"

  
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**Resolutions after Discussions:**

The chairperson and IQAC Coordinator reviewed the preparation of AQAR Report 2021-22 and strictly directed to all the Criteria Inchrgees to submit their criteria wise AQAR Report by 25.02.2023 so as to the AQAR 2021-22 may be submitted NAAC office through Online NAAC Portal.

The Meeting ended with proposing the vote of thanks to the Chair.

Dr. Dheera Shahi  
Coordinator (IQAC/NAAC)

Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)

Dr. Sangeeta Biley  
Princip~~al~~  
शासकीय कला एवं वाणिज्य महाविद्यालय  
हरदा जिला-हरदा

कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
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No. IQAC/Minutes-22/2022-23

Date: 31.03.2023

## Minutes of the IQAC Meeting

Meeting held on dated: 31.03.2023, Timing: 3:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. The Agenda of the Meeting was "AQAR Submission and SSR submission "
2. Any other points by the Chair.


### Members attended:

The meeting of the IQAC was held at on dated 31.01.2023 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Durgesh Telee, Assistant Professor	Incharge (Criteria 7)
12	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
13	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
14	Mrs. Sheetal Shreevas, Guest Faculty	Member
15	Dr. Asha Gayakwad, Guest Faculty	Member
16	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Discussion 1:** The Previous IQAC meeting was held on 20.02.2023. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

  
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**Agenda-1:** The agenda of the Meeting was "AQAR Submission and SSR submission "

**Resolutions after Discussions:**

The chairperson and IQAC Coordinator reviewed the preparation of AQAR Report 2021-22 and SSR Draft. All the Criteria Incharges have submitted their criteria-wise progress report of AQAR as well as SSR Draft also. The Criteria incharges also talked about the various problems they are facing while they are collecting the documents. The chairperson strictly directed to all concerned that they must actively cooperate the NAAC works.

**Agenda-1:** The next agenda of the Meeting was "Website Updation"

The Meeting ended with proposing the vote of thanks to the Chair.

Dr. Rakesh Singh Paraste, Co-coordinator (NAAC) has proposed the vote of thanks to the Chairperson, all IQAC members and staff of the meeting.



Dr. Dheera Shah  
Coordinator (IQAC/NAAC)



Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)



Dr. Sangeeta Biley  
Principal

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कार्यालय प्राचार्य, स्वामी विवेकानंद शासकीय स्नातकोत्तर महाविद्यालय  
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NAAC द्वारा 'C' ग्रेड से मूल्यांकित

महाविद्यालय कोड- 3207  
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No. IQAC/Minutes-23/2022-23

Date: 12.06.2023

## Minutes of the IQAC Meeting

Meeting held on dated: 12.06.2023, Timing: 12:30 P.M.  
Venue: Virtual Classroom

### Agenda:

The following agendas/points were discussed in the meeting:

1. The agenda of the Meeting was "Progress report of Corection of AQAR Submitted report and the Progress report of SSR Draft"

### Members attended:

The meeting of the IQAC was held on dated 12.06.2023 under the chairmanship of the Principal and the IQAC Members and all the Incharges of Criterion and staff of the college. The following officials and members were attended the meeting:

Sl. No.	Name of the officials	Designation/Affiliation
1	Dr. Sangeeta Biley, Principal	Chairperson
2	Dr. Dheera Shah, HOD/Incharge (Arts Stream)	Coordinator (IQAC/NAAC)
3	Dr. Rakesh Singh Paraste, Assistant Prof. (English)	Co-coordinator (IQAC/NAAC)
4	Dr. Dharmendra Kori, Assistant Professor	Incharge (Criteria 1)
5	Dr. Deepti Agrawal, Assistant Professor	Incharge (Criteria 2)
6	Dr. C.P. Gupta, Assistant Professor	Incharge (Criteria 2)
7	Dr. Deepika Sethe, Assistant Professor	Incharge (Criteria 3)
8	Mr. Yashwant Alava, Assistant Professor	Incharge (Criteria 4)
9	Dr. Nirmala Dongre, Assistant Professor	Incharge (Criteria 5)
10	Dr. Rashmi Singh, Assistant Professor	Incharge (Criteria 6)
11	Mr. Durgesh Teele, Assistant Professor	Incharge (Criteria 7)
12	Mr. Manish Parsai, Guest Faculty	Member (Criteria 5)
13	Mr. C.K. Lokhande, Guest Faculty	Member (Criteria 4)
14	Mrs. Sheetal Shreevas, Guest Faculty	Incharge (Criteria 6)
15	Dr. Shitika Barkale, Guest Faculty	Incharge (Criteria 6)
16	Mr. Rahul Sarathe, Sports Officer	Member

The Chairperson Dr. Sangeeta Biley welcomed the IQAC members, Criteria Incharges and staff of the college. Dr. Dheera Shah, Coordinator of IQAC/NAAC, presented the point-wise agendas of the meeting which are as under:

**Discussion 1:** The Previous IQAC meeting was held on 29.12.2022. The minutes of the meeting were read out with a formal discussion with all IQAC members and staff. These minutes of the meeting were approved by the IQAC members.

  
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**Agenda-1:** The agenda of the Meeting was "Progress report of Corection of AQAR Submitted report and the Progress report of SSR Draft"

**Resolutions after Discussions:**

The chairperson and IQAC Coordinator reviewed the correction modified report as per AQAR Review Report 2021-22 received by NAAC. All the criteria incharges were directed to complete the relevant correction and modify for the same where it is necessary in the criteria. Further, it was also directed to all concerned that they must submit their correction and modification report within stipulated time limit which was given by the NAAC.

**Agenda-:** The next agenda of the Meeting was "Progress report of SSR Draft"

Furthermore, the chairperson and IQAC Coordinator also reviewed the Progress report of SSR Draft and encouraged to all concerned that they should prepare the SSR Draft as soon as possible so as to it may be forwarded to SLNC for further correction and necessary action.

The Meeting ended with proposing the vote of thanks to the Chair.

  
Dr. Dheera Shah  
Coordinator (IQAC/NAAC)

  
Dr. Rakesh Singh Paraste  
Member (IQAC/NAAC)

  
Dr. Sangeeta Biley  
Principal  
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इरदा जिला-इरदा