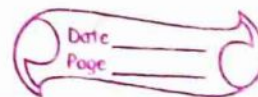


IQAC MEETING

2023 - 2024

(31)



Date: 31/05/2023

Time: 2:30 PM



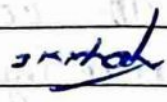
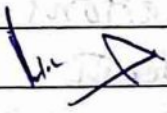
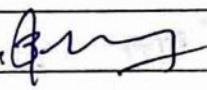
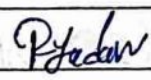
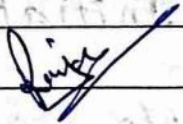
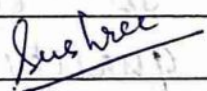
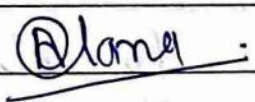
Place: Board Room

Agenda of the meeting:

1. To confirm the minutes of previous meeting held on 30/05/2023.
2. To present & discuss the recommendations given by NAAC PEER Team for their effective implementation.
3. To restructure the IQAC.
4. To discuss and plan the IQAC Initiatives for the session 2023-2024.
5. To invite suggestions to enhance quality of the institution.
6. To discuss any other matter with the permission of the chair.

The meeting of IQAC (Session 2023-2024) was held on 31/05/2023 (Tuesday) at 2:30 PM in the Board Room.

The following IQAC members were present.

S.NO	Name	Signature.
1.	Dr. Aron K. Dubey	
2.	Mr. Harjeet Singh Hura	
3.	Mr. Jay kumar khatu	
4.	Mr. Rajesh Lonia	ABSENT
5.	Mr. Manish Richharya	
6.	Dr. Abha Duley	
7.	Mrs. Rekha Yadav	
8.	Mrs. Ranjana Yaker	
9.	Mrs. Sushree Mahapatra	
10.	Ms. Alana Khan	
11.	Mr. Kirti Vyas	ABSENT
12.		

MINUTES OF THE MEETING

Date: _____

Page: _____

Agenda 1: To confirm the minutes of previous meeting held on 30/05/2023.

The previous meeting was confirmed by presenting the action taken report in front of the committee members. After confirming the previous meeting, Principal Sir presented the Agenda of the IQAC meeting to the members.

Agenda 2: To present and discuss the recommendations given by NAAC PEER Team for their effective implementation.

After the NAAC PEER Team visit at college on 3rd July & 4th July 2023, this is the first meeting in which the IQAC presented the work & initiatives of the college in which most of the recommendations we have been incorporated in best possible manner. Then shared with the members the recommendations of the NAAC on which they suggested to improve the use of technology and online registration of faculty & staff in SWAYAM Portal and other online courses. Strengthen Alumni activities, improve labs etc. The IQAC also shared the strength, weaknesses, opportunities & challenges of the Institute a comprehensive analysis done by the PEER Team.

a open discussion was initiated for this. Principal Sir informed that faculty & ~~all~~ students have been given the training to access the online courses and some faculty was registered ~~for~~ on PHADYAM and students of B.Ed I and D.ELED IT year browsing the site to get better understanding of the course. The IQAC ensures that students get themselves registered in the course and all the recommendations of the Team will be fulfilled.

3. To restructure the IQAC :

The IQAC was restructure as IOAC. Co-ordinator MS. Nilu Rani resigned from the college due to her Phd work, Dr. Abha Dubey is now serving IOAC Co-ordinator and MS. Alana Khan Burechi serves as the student's representative of the IOAC.

4. To discuss and plan the IOAC initiatives for the session 2023-2024.

IOAC Co-ordinator presented the Benchmarks of the IOAC, and which ensures effective implementation of the curriculum

and suggestions to improve curriculum, IQAC will send recommendations to the university and will work designed its activities based on 7 criteria, explained in front of the team.

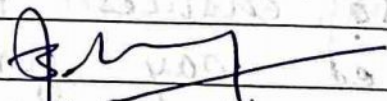
5. To invite suggestions to enhance quality of the institution.


1. Mr. Manish Richariya suggested to opt innovative methods of teaching and transform teaching-learning process from teacher centric to student centric.

2. Mr. Harjit Singh Hura suggested to plan visit (educational) to the Columbia Global School in which students will explore the advanced labs and different teaching method applied in the school.

3. Mr. Ravinder Singh Hura appreciated the work of the IQAC and requested to systemize the work of the college. He joined the meeting as our guest, he also ensures to frame a centralised way for giving equal mileage to each institution for media coverage of the program.

4. Mr. Jadwani asked Principal Sir for the proper documentation of ~~the~~ each activity.
5. IQAC members asked to mail the Academic Calendar so that they provide suggestions.
6. Agenda 6: Any other matter with the permission of the chair.
 1. Media reports should be published at least in one or two papers.
 2. AQAR to be submitted for the session 2022-2023 before 31st December.
 3. Academic Audit and Energy & Green Audit to be conducted for 2023-2024.


Vice-Principal/IQAC Coordinator


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Columbia College
Raipur (C. G.)

Principal



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Email: registrar@cietraipur.ac.in | Website: <https://columbiacollege.co.in>
Contact No.: 9893633603, 7400777888, 9303847276, 8871888999

Action Taken Report of IQAC Meeting (31/10/2023)

S. No.	Agenda	Action Taken
1.	To confirm the minutes of previous meeting held on 30/05/2023	Confirmed
2.	To present and discuss the recommendations given by NAAC Peer Team for their effective implementation	NAAC Peer Team recommendation presented in the meeting
3.	To Restructure the IQAC	Dr. Abha Dubey appointed as IQAC Coordinator
4.	To discuss and plan the IQAC initiatives for the session 2023-2024	IQAC benchmark has been framed for the session 2023-24
5.	To invite suggestions to enhance quality of the institution 1. Innovative methods 2. Students' Visit to Columbia Global School 3. Proper Documentation of Activities 4. Academic Calendar mailed to IQAC members	1. Innovative methods of teaching used by the teachers 2. Students' Visit to Columbia Global School 3. Proper Documentation of Activities 4. Academic Calendar mailed to IQAC members
6.	Any other matters with the permission of the chair 1. Media coverage 2. AQAR submission 3. Academic Audit 4. Green and Energy Audit	Should improve Submitted will conduct on May 2024 will conduct


PRINCIPAL
Dr. Arun Kumar Dubey
Principal
Columbia College
Raipur (C.G.)

IQAC MEETING

2023 - 2024

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Date: _____
Page: _____

Date: 27/10/2023


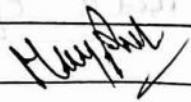
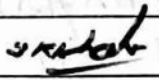

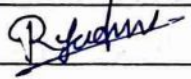


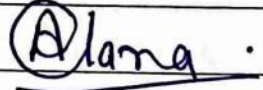
Time: 2:30 PM

Venue: Board Room

Agenda of the meeting

- 1) To confirm the minutes of previous meeting held on 21/10/2023
- 2) Regarding Annual Quality Assurance Report.
- 3) To review the IQAC initiatives.
- 4) To discuss any other matter with the permission of the chair

The following IDAC members were present:

S.NO	Name	Signature
1.	Dr. Arun K. Dubey	
2.	Mr. Harjeet Singh Hura	
3.	Mr. Jay Kumar Khatri	
4.	Mr. Rajesh Lunia	ABSENT
5.	Mr. Manish Richariya	ABSENT
6.	Dr. Abha Dubey	
7.	Mrs. Rekha Yadav	
8.	Mrs. Ranjana Thakur	
9.	Mr. Kirti Vyas	ABSENT
10.	Mrs. Sushree Mahapatra	
11.	Ms. Alana Khan.	

Agenda 1: To confirm the previous meeting held on 31/10/2023

The previous meeting was confirmed after presenting the action taken report in front of the committee members. After confirming the previous meeting, principal sir presented the agenda of the meeting to the IQAC members.

Agenda 2: Regarding Annual Quality Assurance Report.

Principal informed the committee members that our HES Portal in NAAC website, didn't show the session to submit AQAR. IQAC coordinator raised the issue to resolve the technical glitch of the NAAC website.

Principal sir also informed that all criteria heads are instructed to complete their criteria wise reports for timely submission of AQAR, as the portal open we will submit AQAR.

Agenda 3: To review the IQAC initiatives.

IQAC framed its benchmark for the session 2022-23, and ensures for organising various qualitative initiatives. The benchmark had also showed to the IQAC members. Value added courses will be initiated such as Yoga courses, Spoken English and 800



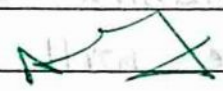
Mr. Harjeet Singh secretary Jan Pragati
applauded the work of IDAC
and ensured to support for accomplishing
the tasks effectively.

Agenda 4. To discuss any other matter
with the permission of the chair.

1) Mr. Rajesh Lonia suggested to
involve ICT uses in teaching-
learning process.

2) Dr. Arun Kumar Duley suggested
to train teachers to make
them ICT enabled.

3) Principal SM asked to prepare syllabus for
Value added course on Yoga & Spoken English
and get them authenticated from Higher Educa-
-on.



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Action Taken Report of IQAC Meeting (27/12/2023)

S. No.	Agenda	Action Taken
1.	To confirm the minutes of previous meeting held on 31/10/2023	Confirmed
2.	Regarding Annual Quality Assurance Report	The technical glitch of the NAAC website has been resolved and we are preparing AQAR for their timely submission.
3.	To Review IQAC initiatives	IQAC is working in accordance with the benchmark
4.	Any Other Matter 1. Use of ICT in teaching and learning 2. Training of teachers for ICT	1. Staff are motivated to use ICT in their teaching 2. ERP training will be provided after submission of AQAR

PRINCIPAL

Columbia College

Raipur (C. G.)

Dr. Arun Kumar Dubey

Principal

Columbia College

IQAC MEETING

2023-24

(41)

Date: _____
Page: _____

Date: 02/03/2024


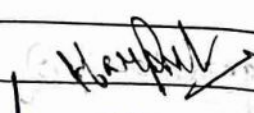
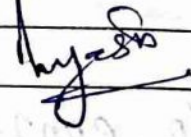
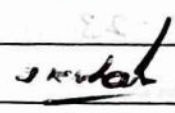
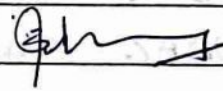
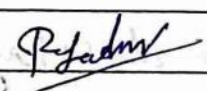
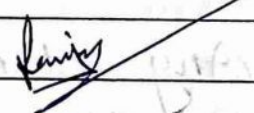
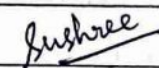

Time: 3:00 PM

Venue: Board Room

Agenda of the Meeting

1. To confirm the minutes of previous meeting held on 27/12/2023
2. To discuss the AQAR for the session 2022-23
3. To discuss the requirements for the NAAC and their attainments.
4. To display the activities of IQAC.
5. Any other matter with the permission of the Chair.

The following IOAC members were present-

S.NO	Name	Signature
1.	DR. Arun K. Dubey	
2.	Mr. Harjeet Singh, Hura	
3.	Mr. Rajesh Loniq	
4.	Mr. Manish Richariya	ABSENT
5.	Mr. Kirti Vyas	ABSENT
6.	Mr. Jay Kumar Khatri	
7.	Dr. Abha Dubey	
8.	Mrs. Rekha Yadav	
9.	Mrs. Ranjana Thakur	
10.	Mrs. Sushree Mahapatra	
11.	Ms Alana Khan	

Minutes of the Meeting

43

Agenda 1: To confirm the minutes of the previous meeting held 23/10/2023

The previous meeting was confirmed after presenting the action taken report in front of the committee members. After confirming the previous meeting, Principal Sir presented the agenda of the meeting to the committee members.

Agenda 2: To discuss the AQAR for the session 2022-2023

The committee members were informed that AQAR has been completed & uploaded in HEF portal of NAAC website. The committee members also watched the AQAR and they were informed that submission date of AQAR has been extended from 29/02/2024 to 31/04/2024, so we have additional time for reviewing the report before final submission.

Agenda 3: To discuss the requirements for the NAAC and their attainments.

In the meeting, for qualitative enhancement

various requirements were discussed like recording room for capturing the best lectures of the teachers and circulated among students. Mr. Harjeet Singh Hura SM assured to accomplish all the needs for the sake of the institution.

4. Agenda 4: To display the activities of the IQAC.

IQAC coordinator Dr. Abha Dubey presented all the activities of IQAC through power point presentation. In which Quality initiatives, Important days celebration, Awareness program, Educational tour etc. were presented. as well as achievement of faculties were displayed among the members of IQAC.

Agenda 5: Any other matter with the permission of the chair

Mr. Harjeet Singh Hura recommended to organise workshop on Solar Energy either by Mr. Sanjay Mishra and can be organised by CReda.

2) First training for the students



3) Dr. Arun K. Dubey informed to launch Vocational Computer Training Program and Certificate course on Yoga.

Dr. Abha Dubey
IDAC Coordinator

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Action Taken Report of IQAC Meeting (02/03/2024)

S. No.	Agenda	Action Taken
1.	To confirm the minutes of previous meeting held on 27/12/2023	Confirmed
2.	To discuss the AQAR for the Session 2022-23	AQAR for the first cycle has been submitted on 27 April 2024
3.	To discuss the requirements for the NAAC and their attainment	Recording Room, ICT Lab to be developed and qualitative initiatives are adopted
4.	To display the activities of IQAC	All the activities and achievements of the faculties were displayed among the members
5.	Any other matter with the permission of the chair	<ol style="list-style-type: none">1. First Aid training was given to students by Ms. Anamika Singh from Nursing College on the occasion of world health day on 08-04-20242. Workshop on Solar Energy not organised3. VCTP course not conducted4. Yoga course submitted to HE

PRINCIPAL

Columbia College

Raipur (C. G.)

Dr. Arun Kumar Dubey
Principal

IQAC MEETING

(46)

Date : 30/05/2024


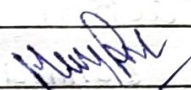
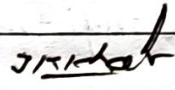
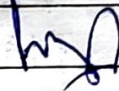

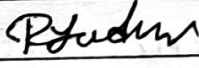

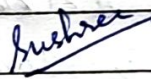

Time : 2:30 PM

Venue : Seminar Hall

Agenda of the Meeting

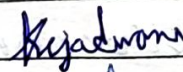
- 1) To confirm the minutes of previous meeting held on 02/03/2024
- 2) To showcase the achievement of IQAC and accomplishment of Plan of action decided at the beginning of the session.
- 3) To conduct Academic and administrative audit
- 4) To invite suggestion to enhance the quality of the institution
- 5) To discuss any other matter with the permission of the chair.

The following IOAC members were present:

S.NO.	Name	Signature
1)	Dr. Arun K. Dubey	
2)	Mr. Harjeet Singh Hura	
3)	Mr. Jay Kumar Khatri	
4)	Mr. Rajesh Lonia	ABSENT.
5)	Mr. Manish Richaiya	
6)	Ms. Kirti Vyas	ABSENT
7)	Dr. Abha Dubey	
8)	Mrs. Rekha Yadav	
9)	Mrs. Ranjana Thakur	
10)	Mrs. Sushree Mahapatra	
11)	Ms. Alana Khan	ABSENT
12)	Mr. Manish Jain	

Special Invitees

1) Mr. Kishor Jadwani



2) Mr. Ravinder Singh Hura



Minutes Of The Meeting

Agenda 1: To confirm the minutes of previous meeting held on 02/03/2024

The action taken report was presented to the committee members and meeting minutes was confirmed in the meeting.

Agenda 2: To showcase the achievement of IQAC and accomplishment of plan of action decided at the beginning of the session.

IQAC Co-ordinator presented the achievement of IQAC through power point presentation, and showcasing the various activities conducted throughout the year. Encompassing important day's celebration, webinars, FDPs, value-added course, community and extension activities, best practices and on

Agenda 3: To conduct academic & administrative audit.

The IQAC of Columbia College conducted Academic and administrative audit in which they invited Mr. Kishor Jadwani (Chairman, Jan Pragati Education Society) and Mr. Ravinder Singh Hura (Treasurer, Jan Pragati Education Society), they witnessed the works of

IQAC and audited the work and found it satisfactory and suggested to upgrade the work of IQAC. They advised for conducting audit by the faculties of other department.

Agenda 4 To invite suggestion to enhance the quality of the institution.

Ms. Ravinder Singh Hura suggested to organise following activities

- 1) Hand writing Training
- 2) Workshop/Program for drivers.
- 3) Organise/Simulated team teaching for B.Ed. student in coming session.

Agenda 5 To discuss any other matter with the permission of the chair

- In this meeting two new members were added in IQAC.
- 1) Mr. Surender Chahal. Principal
 - 2) Mr. Manish Jain (Librarian)
 - 3) Mr. Deepak Kumar

One more replacement needed is inclusion of current year student with the previous year student Ms. Alana Khan. Mr. Deepak Kumar from B.Ed if you included in the IQAC.



New Members of IOAC.

- 1) Dr. Surenia Saraf (External Expert) Principal
Columbia College of Pharmacy -
- 2) Mr. Manish Jain (member) Librarian. -
- 3) Mr. Deepak Kumar (member) Student B.Ed. II year
-

IOAC Co-ordinator

Principal

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Ran...



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Action Taken Report of IQAC Meeting (30/05/2024)

S. No.	Agenda	Action Taken
1.	To confirm the minutes of previous IQAC meeting held on 02/03/2024.	Confirmed
2.	To showcase the achievement of IQAC and accomplishment of Plan of Action devised at the beginning of the session.	IQAC Initiatives showcased through PPT
3.	To conduct Academic and Administrative Audit.	Conducted and report is ready
4.	To invite suggestions to enhance quality of the institution. Hand Writing Training Workshops for Drivers Simulated Teaching and Team Teaching	After admission of B.Ed. I semester Hand Writing Training will be conducted Will be conducted by Traffic Police Dept. Raipur Conducted for B.Ed. III Semester
5.	Any other matter with the permission of the chair.	New Members in IQAC 1. Dr. Surendra Saraf, Principal CCP 2. Mr. Manish Jain, Librarian 3. Mr. Deepak Kumar (B.Ed. II Year)

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Columbia College
Raipur (C.G.)

Dr. Arun Kumar Dubey
Principal