



**OFFICE OF THE PRINCIPAL, GOVT. SHIVNATH SCIENCE COLLEGE
RAJNANDGAON (C.G.)**

Email-shivnathcollege@gmail.com Website- govtshivnathcollege.in Ph No.- 07744-359721

**Minutes and Compliance of IQAC Meeting
Session 2017-18**

Meeting Date	Meeting Agenda	Accomplished Work
07-07-2017	NAAC 1 st cycle Preparation	A Plan for a mock visit was made and academicians from other institutes were invited, where they analysed the whole preparation and gave their suggestions.
	Use of Grants received under the 12 th Plan by organising activities and programs.	For Students Field Visits were Organised by the departments - Vishnu power energy plant visit- by Dept. Of Commerce, Economics(27-09-2017) Purkhwati Muktangan- Dept. Of Botany And Zoology(30-09-2017) International Stadium Raipur Science Center Raipur High-Tech Raw Fiber Factory, Somni – Dept. of physics(24-08-2017)
	Special Classes for English Grammar	Department of English invited Subject Expert Dr. Rupal Farishta, and 5day special Grammar classes was organised.
	Orientation program to be organised for Guest lecturers	On 18-08-2017 a district level orientation program was Organised for Guest lecturers of all government colleges.
	Lecture by selected candidates of competitive exams	On 09-09-2017, Placement cell Organised one day workshop on “How To Prepare For PSC Exam” Newly selected two Deputy Collectors were invited-Mr. Anandroop Tiwari and Mr. Abhisekh Diwan.
	To invite famous personalities for lecture delivery on women's empowerment	A district level workshop was organised. on 19-08-17, PADMASHREE Mrs. Fulbasan Bai was invited.
	To organise chess training camp	A 10 day Chess Training Camp from 20-08-17 to 29-08-17 was organised by sports department where 50 students participated.
	Massive tree plantation drive	From 20-07-17 to 23-07-17, A tree plantation drive was Organised by NSS Unit where students planted 400 trees in the college campus.
	Industrial Visit to be organised by chemistry department	An industrial visit was organised by Dept. Of Chemistry where P.G. students were taken to “RAJARAM MAZE PRODUCT”, Sukhari, where students learned about chemical extraction of glucose from corn.
	Guest Lectures to be organized in all department	The Department of Math's, Zoology, Botany, Sociology, and History, Political Sci. organised Guest lecturers, inviting subject experts from other colleges.

	Computer training program for students	16-08-17 to 22-08-17 Dept of Maths for PG students organised a training program where as Keynote speaker- Mr. Gyanesh Shrivastav, CIT college. was invited
	To make the campus plastic-free a campaign clean drive to be organized	Pariyawarn Mitra Dal, Eco Club and NSS Unit of our college held a cleanliness drive where plastic waste was collected from college campus and disposed by the students.
	To organize awareness program in Adopted Village – Rampur	On 02-08-17 a Nasha Mukti Abhiyan and In month of October a cleanliness Drive was Organised.
	Exhibition to be organized by Zoology department based on biodiversity.	On 10-07-2017 an exhibition was held in Biodiversity.
	Programs to be organized by Youth Red Cross	The Y.R.C. Unit organised an Eye Check-up camp and lecture on eye health, Also a Blood Donation camp was organised where 17 students donated 1 unit of blood each.
	Visit to old age home	Sociology department organised a visit to Old Age Home.
08-12-2017	1 st cycle Report analysis and planning for 2 nd cycle	A meeting was held where Principal shared the SSR report of the 1 st cycle and based on the analysis future plan was prepared for the 2 nd cycle of accreditation.
	Computer training program for teaching and non-teaching staff	From 19-02-18 to 24-02-18 a computer training program for all the staff was organised by the college.
09-02-18	Feedback from teaching staff	Feedback was collected from all the teaching staff and were analysed and report was given to the Principal.
	Preparation of Departmental Action Plan	All the department heads were instructed to prepare departmental action plan where they mentioned all the curricular and extra-curricular activities for the session.
26-02-18	Preparation for 2 nd Cycle	According to the revised guidelines of NAAC college prepared a new plan of action.
	Designing and making college's New Website	Keeping in mind the NAAC accreditation 2nd cycle The college needed to design a new website. For that suggestion of the IQAC external members were taken.
	Purchase of new computer system for the students of CS and PGDCA	Due to unsatisfactory student –Computer ratio it was proposed to buy new system and following was conveyed.
	Organic manure making	In the eastern part of the college campus a tank of 8x4x6 was constructed where green waste from garden is processed for manure making.
	To increase Internet speed	Multiple internet connection was taken.
	Proposal for appointment and new setup for teaching staff	Considering the increase of student enrolment a proposal was sent to Higher Education Department, C.G. govt., as the college was following the setup of 1986.
	Proposal for New PG Courses	A proposal of starting new PG Courses in Political Sci. , Commerce, Sociology, Zoology , Botany and History was sent to the Govt. of C.G.
	Construction of entrance gate of the college	With the help of Nagar Palika Nigam, Rajnandgaon, the construction work of college entrance gate completed.




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**Minutes and Compliance of IQAC Meeting
Session 2018-19**

Meeting Date	Meeting Agenda	Accomplished Work
30-08-18	Induction program	On 17-09-18 Induction program was organised for the newly admitted students and were made aware of college code of conduct and facilities provided
	Health awareness and blood donation camps to be organised by youth red cross	Dengue prevention Lecture organised and DR. Kumre was invited. Dental Check-Up CAMP on(15-09-18) Blood donation camp on (01-10-18)
	Workshop on Entrepreneurship	Colleges Employment Cell organised 3 DAYS workshop on entrepreneurship from 05-09-18 to 07-09-18
	Programs to be organised on Legal awareness	Legal awareness program was organised for girls about various crime against women where District Judge Mr. Nirmal Minj shared legal information.
	Programs to be organised for celebrating 150 th anniversary of Mahatma Gandhi	A Committee was formed for anniversary celebration and they planned and organised multiple activities every 15 days - cleanliness drive and co-curricular activities.
	Voters awareness program to be organised	Under SVEEP program a voter id making camp EVM-VVPAT operation training, Rangoli, painting, Slogan and essay writing programs were organised from 19-08-18 to 06-09-18. Rampur – Voter awareness rally and awareness lectures were organised.
	Guest lecturers by subject specialists	All the departments organised guest lecturers for students where subject specialists were invited.
	Celebrating Special DAYS	Independence Day World Literacy Day NSS Foundation Day National Unity Day Gandhi Jayanti, Youth Day, Shahid Diwas,
10-10-2018	Program to be conducted on Mental Health Day	On 10 Aug. 2018 Psychotherapist Dr. Mona Makhija, conducted a session on stress management and mental health
	Organising Students seminar	Students were given topics and presented in the class rooms, the program were organised by the department of Economics, History, Political Science And Sociology

26-02-2019	Feedback from teaching staff	Feedback was collected from all the teaching staff and were analysed and report was given to the Principal.
	Preparation of Departmental Action Plan	All the department heads were instructed to prepare departmental action plan where they mentioned all the curricular and extra-curricular activities.
	Student feedback	Department heads were instructed to collect Student Feedback.
	To plan the expenditure of RUSA Fund	The total amount of 60 Lakh was received and was spent for the purchase of following facilities- Smart class Furniture ICT facilities Library automation and purchasing of books and journals Lab equipments and furniture Other infrastructure facilities



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**Minutes and Compliance of IQAC Meeting
Session 2019-20**

Meeting Date	Meeting Agenda	Accomplished Work
09-07-2019	Open Tender was invited for the purchase of equipments and new facilities (RUSA Fund)	The process of inviting open tender was started from 07-19-2019
28-08-2019	To organize an Induction program for newly admitted students	An induction program was organized on 23-08- 2019 for B.com/B.A students, and later for B.Sc. students.
	To increase Gross Enrollment Ratio Incentive Program for schools should be carried on.	To motivate the school students for Higher Education special lecture program was conducted for which all the professors of the college approached to ten different schools at the town and worked as volunteers to accomplish the target. The school students were made aware of the importance of enrolling in Higher Education, got acquainted with the college courses, curriculum, infrastructure and other facilities.
	To make improvements in the playground	To increase student's interest toward sports, playground surface was leveled and some improvements were implemented such as making of special play zones for different sports.
	To organize guest Lectures on other topics beside the subjects	Guest Lectures were organized by the departments of History, Economics, Commerce, Political Science, Zoology, Computer Science, Hindi and English.
	To organize Special Days	The special days celebrated at the college consist of World Environment Day on 5 th June, International Yoga Day on 21 st June, Sadbhavna Diwas on 20 th August, International Women Day on 8 th March, International Literacy Day on 5 th Sep, World Ozone Protection Day on 16 th Oct, National Voter Awareness Day 25 th January, Human Rights Day 10 th Dec, Constitution Day on 10 th Dec.
	Health programs and Eye Test Camp	A 15 days free Eye Test camp was organized at the college from 18.9.2019 to 1.10.2019. In which Dr.Vinod and Dr. Yamini Rawte, Eye Specialists were invited as consultant for Eye Care, 25 students at a day got tested, more than 200 students got free eye test in District Hospital.

	Items procured by the allotted grant by RUSA	The funded money was invested on purchasing of some new equipment, construction of new facilities, Furniture, green boards, computers and smart classroom devices.
	Computer Skill Development Program	Twelve days program on Computer Skill Development was organized for the faculty member's skill up gradation from 24 TH February to 7 th March.
	Organizing several programs 150 th Birth Anniversary of Mahatma Gandhi	A series of programs were conducted on this auspicious occasion; Swacchta Abhiyaan was run on 30 th Oct 2019, further Speech Contest, Rangoli, Painting and Quiz competition on the theme of Mahatma Gandhi's life and ideology, together with a seminar on the related topic.
	Swachhta Abhiyan (Cleanliness Campaign)	A campaign was organized on 8.9.2019 to undertake an awareness drive urging to stop use of plastic. Lectures were given on 17 th Sep, 22 nd Sep, 10 th Nov, 24 th Nov, 15 th Dec in the year 2019 consecutively.
	Educational Tour	The students of Political Science, Economics, History, and Sociology were taken for an education excursion to the District Museum and Courts. And the students of Zoology and Botany were taken to the Central Laboratory along with a visit to the Govt. Digvijay College, Rajnandgaon Laboratory on 29 th January 2020.
	Parthenium Grass Elimination program	Parthenium Grass eradication drive was organised.
	Proposal for New PG courses	On 10.03.2021 a proposal was sent to the higher education department of Chhattisgarh.
	Wildlife Conservation Week	Wildlife Conservation Week was celebrated for a week from 2 nd October to 9 th Oct 2019. During this week the college held various events like Rally and Essay Writing competition on the relevant topic.
	Tree Plantation and Plant Protection	On 23 rd and 24 th July 2019 more than 200 plants were planted.
	Legal literacy Program	This program intended to bring legal awareness among the students against ragging for which a lecture on 'anti-ragging by the honorable Judge Shri Praveen Mishra was conducted on 30 th Oct 2019. Further on 16 th January 2020 one more lecture on the 'Constitution of India' was held to get the students acquainted with their legal rights and duties.
	Nomination of Gender Champion	A program was held on 17 th Feb.2019 on this occasion. Under this program a boy and a girl were nominated, who has leadership skills and were given the title of 'Gender Champion'.

	'Swachhta Pakhwada' Cleanliness Initiative Programs	The series of programs included cleaning of the classrooms, verandah, entire campus along with the work of Pathenium grass eradication and dispose of plastic waste from 2 nd Aug. to 16 th 2019.
	Health Awareness Program	Health Awareness Program was conducted on 14 th Sep. 2019 for Dengue Prevention and AIDs awareness on 26 th Feb.2020. The college conducted an essay writing competition on the relevant topic and a special Lecture by Dr. B. L. Kumre (Districts AIDS Officer) was held.
	Blood Donation Camp	This year 16 students donated blood at the camp on 1 st Oct2020 in District Hospital.
	Voter Awareness Day	Various programs were organized on 25 th January 2020.
	To arrange a program on 'Mental Health' and 'Suicide Prevention'	Lecture was organized in the presence of a well known psychologist Dr. Mona Makhija to prevent cases of suicide in young people more to the point some tips on mental wellbeing were given.
	To give training for Digital and Smart Classroom	The entire teaching faculty was given training by company experts about technical aids for Digital and Smart classroom teaching on 19 th Oct 2019.
29-02-2020	Feedback from teaching staff	Feedback was collected from all the teaching staff and was analyzed and report was given to the Principal.
	Preparation of Departmental Action Plan	All the department heads were instructed to prepare departmental action plan where they mentioned all the curricular and extra-curricular activities.
	Student feedback	Department heads were instructed to collect Student Feedback.
14-03-2020	Meeting was planned with the external members to receive suggestions for forthcoming Action Plan	Due To State Government instructions for COVID prevention all the meetings were canceled.




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**Minutes and Compliance of IQAC Meeting
Session 2020-21**

Meeting Date	Meeting Agenda	Accomplished Work
19-06-2020	Because of the rapid spread of Covid, the semester exam syllabus for P.G. students is to be covered by holding online classes.	Online classes (46) were taken to complete the syllabus for the second and fourth semesters of P.G.
	National/International Webinars were to be organised by the departments.	Webinars conducted by the departments on the respective topics " Impact Of Covid19 On Higher Education" by the Department of Political Science, on 25 June 2020 – "Latest dimension of Chemistry" on 27 June 2020. The Department of History conducted the Webinar on 5 August 2020 "The Impact of Globalization on Tribal Culture" on 31 August 2020, and the Department of Sociology on "Growing effect of Globalization on Society."
	To hold an online quiz competition to enhance students' knowledge by the Department of Economics, Commerce and Political science.	The quiz competition was held from August 25 to 30 2020 by the interdepartmental collaboration of the Economics and Commerce Department on "New vs. Old Tax Regime".
	During Covid19 pandemic video lectures were to be prepared and uploaded by all the professors on the website of the university, college, and C.G. Portal as well.	Professors in respective subjects provided video lectures for Undergraduate and Postgraduate students. The academic faculty created an account on the "cgschool.in" Portal and uploaded all of their lectures after having them reviewed by specialists. The video lectures were also made available on the University Portal.
	An international E-workshop on the subject of chemistry was to be held.	From August 25 to 29, 2020, the Department of Chemistry hosted a 5-day E-workshop.
	Given the corona pandemic, both the buildings of the college should be equipped with WIFI to conduct online teaching	According to the Higher Education Department's directives, high network connectivity multiple routers are installed in both the new and old buildings to improve internet access in the classrooms for online teaching. And a separate connection was taken for office. smoothly.

	To organise an induction program.	During the covid19 situation seeing the corona infection spread, the induction program was conducted online for newly admitted students on 7th October 2020.
16-10-2020	To start the preparation of SSR for Cycle II of NAAC Accreditation.	To start the preparation of SSR for Cycle II of NAAC Accreditation , All the 7 criterion is distributed in faculty members
12-12-2020	To organise an ICT training program.	One day ICT training program was organised under the guidance of the company's experts on 4 February 2021, regarding the operating process of the Interactive Board.
	Organising events online on Special Days.	<p>Various online programs were organised on special days which are like:-</p> <ul style="list-style-type: none"> • World Food Day, on 16 October 2020. • World Ozone Protection Day on 16 September 2020. • International Literacy Day on 8th September 2020. • World AIDS Day on 1 December 2020. • Mahatma Gandhi Jayanti on 2nd October 2020. • National Unity Day on 31 October 2020. • Constitution Day on 26 November 2020. • Human Rights Day on 10th December 2020. • Voters Awareness Program on 4 January 2021. • Swami Vivekanand Jayanti on 12 January 2021. • Netaji Shubash Chandra Jayanti on 23 January 2021. • National Voters Day on 25 January 2021.
	Considering the increasing stress of students during Covid 19 Pandemic.	A Program for Stress Management during the traumatic environment, and a virtual workshop on "Covid and Life Management" was organised and renowned Psychotherapist Dr Mona Makhija was invited, on 10th April 2021, under the aegis of the Department of Commerce.
	To conduct a Mock Interview to provide guidance or counseling to candidates who have qualified for interview of the C.G. Public Service Commission's Assistant Professor written examination.	On February 20, 2021, under the combined auspices of the Commerce and Economics Departments, a mock interview and counseling program for the preparation of the upcoming interview was held to assist the selected candidates of the CG - PSC Assistant Professor exam.
	Organize a 10 day Computer Skill Training Program.	From February 2nd to February 12th, 2021, a computer skill training program was conducted for academic and non-teaching staff. The training session focused on MS Word, MS Excel, and MS PowerPoint Basics & Fundamentals. A certificate was handed to each participant.
	To get the project work done based on Covid - 19 for environmental studies.	The students of B.Com 1st were given project topics for environmental studies focusing on the consequences of Covid - the 19 pandemics on the environment, economy, education, and human life.

06-03-2021	Efforts to accelerate SSR's preparation for NAAC accreditation.	The works on several metrics were assessed using the requirements for the II cycle of NAAC Accreditation in the college, and appropriate suggestions were made.
	The process of library automation should be completed soon.	The work of library automation is being done through the software "SOUL" installation using grant money received by RUSA.
	To arrange the Covid Vaccine Awareness Campaign.	Volunteers and officers from the National Service Scheme visited several villages between June 6 and 14, 2021, and held a Covid vaccination awareness program to encourage residents to be vaccinated.
	Organizing an International webinar on Women's Day.	On International Women's day an awareness program was held on the subject of Women's Rights. The college invited some esteemed guest to deliver a talk on the topic and a self defense demo was also given.
	To organize an awareness program to prevent corona virus infection in between.	An online program was organised for one day by the Department of Political Science to raise awareness on containment of corona infection by inviting special doctors on 25 May 2021.




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**Minutes and Compliance of IQAC Meeting
Session 2021-22**


Meeting Date	Meeting Agenda	Accomplished Work
15-06-2021	Induction program	For the newly admitted an induction program was organised where they were made aware about the college, student's code of conduct and facilities.
	Organising programs on Special Days.	<ul style="list-style-type: none">• Sadbhawana Diwas (20 Aug.21)• Consitution Day (26 Nov.)• World Aids Day 01-10-21• Human Rights Day 10-12-21• National Youth Day 12-01-22• National Voters Day 25-01-22• Martyrs' Day 30-01-22• Shahidi Diwas 23-03-22• World No-Tobacco Day 31-5-22• World Environment Day 05-06-22• Yoga Day 21-06-22• World Forest Day 21-03-22• World Water Day 22-03-22
	Collaboration and MOU with other institutes.	<ul style="list-style-type: none">• Govt. Digvijay PG Autonomous College, Rajnandgaon(02-09-2021)• To promote participation of students in sports the college has signed MOU with Nagar Nigam Rjnandgaon to facilitate the students to enhance their skills in varied sports.• Nagar Nigam, Rajnandgaon - (10-06-2022) Digvijay stadium (21-1-22) and with International hocky stadium's Swimming pool (22-1-22)
	Massive tree plantation drive.	On 10.07.2021 a massive plantation program was organised where more than 100 (Fruit and shade) trees were planted.
	Swkshta Abhiyan & Swakhta Pakhwada	From 01 st October to 31 st October the college celebrated Sawkhta Pakhwada in which cleanliness campaign was carried out in college campus and adopted village. On 11-12-2021 the Eco Club and Pariyawaran Mitra Dal organised a plastic cleaning event to make the college a plastic free campus.

	Initiatives for new Post Graduate Courses	On 15-07-2021 a reminder was sent to the Higher Education Department of Chhattisgarh Government for starting a) M.A. Political Science & History b) M. Com. c) M. Sc. Zoology and Botany
	Proposal for Boys Hostel	A Reminder Letter has been forwarded to the Government.
	Regular training of Taekwondo	In session 2021-22 students are given regular taekwondo training to train in self-defense.
	To encourage the use of ICT in teaching learning	For the operation and maintenance of the ICT facilities Four faculty members are given the charge of the respective rooms and are instructed to make regular use of the facility. All the faculties were instructed to make use of ICT in teaching as because of the pandemic students were not able to get the benefit of the facility.
	To Arrange sound system for Folk music room	On the name of his daughter a second grade non teaching staff Mr. Nitin Shandilya, donated a sound system to the college
	To review SSR preparation.	Each SSR criterion was checked, required documents were compared, and suggestions were given.
	To Organize National webinar on "Bio Diversity and Water Conservation".	On 18 June 2021, a National-Level Webinar on "Decreasing Biodiversity Reasons and Prospects" was held, followed by another on "Need and Possibilities of Water Conservation" on 19 June 2021. By the department of- Botany & Zoology.
	To encourage participation in the faculty development programs, quiz competitions and online webinars.	All the professors participated in online webinars, Faculty Development Program, and Quiz competitions organised by various universities and colleges during the Covid period and the relevant information was made available to IQAC committee.
	Workshop for currier guidance to be organised by Employment cell	A 7 day workshop was planned but due to rise in CORONA Infection the program was canceled.
	Sickle Cell and Eye Camp proposed by Youth Red Cross	A camp was planned but due to rise in CORONA Infection the program was canceled. But Students was provided with monetary support for Optical frames.
23-08-21	Suggestions for ISO	The initiatives were taken for the process. The college actively contacted other institutes with ISO certification and attained all information of the process and fee needed for ISO certification.
	Classes For Personality Development	Dr Mona Makhija gave a lecture on Assertive Communication. 22 Dec.2022 To develop communication skills in students from 18 th – 30 th Apr 2022, Spoken English class were organised for students about basics of English grammar and Sentence formation.

02-01-22	To start new value added courses	Proposals were invited from all the faculty members.
	Free coaching for NET/SET preparation	From 8 Apr to 7 May 2022 a month training program was organised by Department Of Mathematics. The program provided free coaching class for students to make them aware with the question pattern and to prepare for competitive exams.
	Classes for competitive exam preparation	From 18 Apr to 30 Apr 2022 students were given free classes of Hindi language for competitive exams preparation.
	Computer Skill Training Program for teaching and non-teaching staff	From 22 nd to 29 th March 2022, a computer skill training program was conducted for teaching and non-teaching staff.
	To complete the criteria's of SSR	For 2nd cycle SSR preparation monthly meetings were held where the preparation plan were discussed and traced.
21-03-22	Orientation for newly appointed Assistant Professor	On 26 may 2022 a state level orientation program was organised for the newly appointed AP's, 2019 CGPSC, where they were made aware of the rules and regulations and employee code of conduct.
	Library Automation	Librarian was instructed to attend soul software trainings and was asked to complete the brocading process as soon as possible.
	Completing the pending AQAR	For the session 2020-21 AQAR preparation was affected due to COVID so on 30 June 2022 the AQAR of this session was successfully submitted.
	To complete the criteria's of SSR	For 2nd cycle SSR preparation monthly meetings were held where the preparation plan were discussed and traced.
27-05-22	Continuous and efficient practices to make campus plastic free	Regular Cleanliness drives are organised by the ECO Club, Paryavaran mitra dal and NSS Unit. A board is also installed for Plastic Free Campus
	Efforts for Alumni Vatika	At the recent alumni meet the members were made aware of the Alumni Vatika Plan.
	To organize activities for students	Various competitions and extra- curricular activities will be organised for the students and will be given cash prize from the fund collected from the staff (100/- Rs. per month)
	Chhattisgarhi Folk song competition	Inter-college Chhattisgarhi Folksong singing competition will be organised soon
	Website Up gradation	The process of Website up gradation is going smoothly.
	Seminar on Intellectual Property Rights.	On 30 June 2022, IQAC organised an awareness program on IPR in association with Intellectual Property Office, Delhi under Govt. of India NIPAM mission.

	Training programs and lectures to be organised by Employment Cell	For making students aware about self employment a training program will be organised.
	Programs in Adopted village Rampur	NSS Unit organised multiple awareness program for the village people.
	Help from Alumni /CSR	For the purchase of books and other facilities social contribution was invited from the locals.




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