



# Office-Principal

**Govt. Jagannath Munnalal Choudhary Mahila  
Mahavidyalaya, Mandla, Madhya Pradesh**



Towards Excellence...

Phone/Fax: 07642-252536

Website: <http://www.gjmcgirlscollegemandla.in>

AISHE Code: C-33429

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

College Code: 3502

**Date:08/02/2023**

## Notice

All the respected members of the Internal Quality Assurance Cell are hereby notified that the first meeting of the committee is going to be held the Principal's office at 03 pm on 09/02/2023. Your presence is mandatory.

### **Agenda of the Meeting are as follows:**

1. To read and confirm the minutes of the previous IQAC meeting held on 27/04/2022.
2. To apprise the members about the activities of the institution.
3. Conduction of various certificate courses during the academic session.
4. Accumulation of Feedback from the Stakeholders for the previous academic session
5. Organizing Seminars/Webinars/Workshops during the academic session.

There could be discussion on the areas over and above the mentioned agendas with the permission of the chair.

**Dr. Aradhana Dubey**  
Coordinator, IQAC

Govt. J.M.C. Mahila  
Mahavidyalaya, Mandla, M.P.

**Dr. S.N. Khare**  
Principal

Govt. J.M.C. Mahila  
Mahavidyalaya, Mandla, M.P.



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AISHE Code: C-33429

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

College Code: 3502

Date: 09/02/2023

# Minutes of the Meeting

The first meeting of the IQAC was held on 09/02/2023 in the Principal's Office in which the following points were discussed throughly in the presence of the members present in the meeting:

1. To read and confirm the minutes of the previous IQAC meeting held on 27/04/2022.
2. To apprise the members about the activities of the institution.
3. Conduction of various certificate courses during the academic session.
4. Accumulation of Feedback from the Stakeholders for the previous academic session
5. Organizing Seminars/Webinars/Workshops during the academic session.

Winding up the meeting, the vote of thank was given by the IQAC Coordinator, Dr. Aradhana Dubey and the date of the next meeting was decided as '23/09/2023'.

### Signature of the members present:

1. Dr. S.P. Dhumketi-
2. Dr. Anjali Pandya-
3. Mrs. Vijaya Shyam-
4. Mr. Jaydatt Jha-
5. Mrs. Neelam Khare-
6. Ms. Pragya Jha-

Dr. Aradhana Dubey  
Coordinator, IQAC  
Govt. J.M.C. Mahila  
Mahavidyalaya, Mandla, M.P.

Dr. S.N. Khare  
Principal  
Govt. J.M.C. Mahila  
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College Code: 3502

## Action Taken over the Meeting

The decisions taken in the presence of the members present after the meeting of Internal Quality Assurance Cell on 09/02/2023 were as follows:

1. Minutes of the previous IQAC meeting were read and confirmed alongwith the discussion on the progress of the jobs decided to be accomplished.
2. Calendars for various programmes and courses to be organized have been prepared.
3. Timetables for different certificate courses has been prepared.
4. Accumulation of Feedback from the Stakeholders for the previous academic session was ensured.
5. Timetable for organizing Seminars/Webinars/Workshops during the academic session was finalized.

**Dr. Aradhana Dubey**

Coordinator IQAC

Govt. J.M.C. Mahila

Mahavidyalaya, Mandla, M.P.

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**Dr. S.N. Khare**

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College Code: 3502

**Date:17/05/2023**

## Notice

All the respected members of the Internal Quality Assurance Cell are hereby notified that the second meeting of the committee is going to be held the Principal's office at 03 pm on 18/05/2023. Your presence is mandatory.

### **Agenda of the Meeting are as follows:**

1. To read and confirm the minutes of the previous IQAC meeting held on 09/02/2023.
2. Organizing Extension/Outreached programmes during the session.
3. Organizing Capacity building programmes for the students.
4. Organizing Guidance sessions for competitive examinations as well as career building.
5. Organizing Sports and Cultural activities in the institution.
6. Organizing Alumni interaction activities.

There could be discussion on the areas over and above the mentioned agendas with the permission of the chair.

**Dr. Aradhana Dubey**  
Coordinator, IQAC

Govt. J.M.C. Mahila  
Mahavidyalaya, Mandla, M.P.

**Dr. S.N. Khare**  
Principal

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College Code: 3502

**Date: 18/05/2023**

## Minutes of the Meeting

The second meeting of the IQAC was held on 18/05/2023 in the Principal's office in which the following points were discussed throughly in the presence of the members present in the meeting:

1. To read and confirm the minutes of the previous IQAC meeting held on 09/02/2023.
2. Organizing Extension/Outreached programmes during the session.
3. Organizing Capacity building programmes for the students.
4. Organizing Guidance sessions for competitive examinations as well as career building.
5. Organizing Sports and Cultural activities in the institution.
6. Organizing Alumni interaction activities.

### **Signature of the members present:**

1. Dr. S.P. Dhumketi-
2. Dr. Anjali Pandya-
3. Mrs. Vijaya Shyam-
4. Mrs. Neelam Khare-
5. Ms. Pragya Jha-

**Dr. Anshul Dubey**  
Internal Quality Assurance Cell  
Coordinator IQAC

Govt. J.M.C. Mahila  
Mahavidyalaya, Mandla, M.P.

**Dr. S.N. Khare**

Principal  
Govt. J.M.C. Mahila

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## Action Taken over the Meeting

The decisions taken in the presence of the members present after the meeting of Internal Quality Assurance Cell on 18/05/2023 were as follows:

1. Minutes of the previous IQAC meeting were read and confirmed along with the discussion on the progress of the jobs decided to be accomplished.
2. List of the Extension/Outreached programmes to be organized during the session was finalized.
3. List of the Capacity building programmes to be organized during the session for the students was finalized.
4. Various programmes focusing on Guidance sessions for competitive examinations as well as career building were decided to be organized.
5. Concerned incharges were told to organize Sports and Cultural activities in the institution.
6. Alumni members were contacted and made aware about the Alumni interaction activities in the institution.

  
**Dr. Archana Dubey**  
Coordinator  
Internal Quality Assurance Cell  
Govt. J.M.C. Mahila Mahavidyalaya  
Mandla

Govt. J.M.C. Mahila  
Mahavidyalaya, Mandla, M.P.

  
**Dr. S.N. Khare**  
Principal  
Govt. Jagannath Munnalal Choudhary  
Mahila Mahavidyalaya, Mandla (M.P.)

Govt. J.M.C. Mahila  
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College Code: 3502

**Date:22/09/2023**

**Notice**

All the respected members of the Internal Quality Assurance Cell are hereby notified that the second meeting of the committee is going to be held the Principal's office at 03 pm on 23/09/2023. Your presence is mandatory.

**Agenda of the Meeting are as follows:**

1. To read and confirm the Minutes of the previous Meeting held on 18/05/2023.
2. Organizing Professional and Administrative Development training programmes for the teaching as well as non-teaching staff.
3. Review of the mapping of significant contribution of IQAC during the upcoming session.
4. Organizing Quality Audits in the Institution.
5. Reviewing the Waste Management System in the institution.
6. Organizing the programmes focusing on the '**Institutional Best Practices**'.

There could be discussion on the areas over and above the mentioned agendas with the permission of the chair.

**Dr. Aradhana Dubey**

Coordinator, IQAC

Govt. J.M.C. Mahila

Mahavidyalaya, Mandla, M.P.

**Dr. S.N. Khare**

Principal

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College Code: 3502

Date: 23/09/2023

## Minutes of the Meeting

The first meeting of the IQAC was held on 23/09/2023 in the Principal's office in which the following points were discussed throughly in the presence of the members present in the meeting:

1. To read and confirm the minutes of the previous IQAC meeting held on 18/05/2023.
2. Organizing Professional and Administrative Development training programmes for the teaching as well as non-teaching staff.
3. Review of the mapping of significant contribution of IQAC during the upcoming session.
4. Organizing Quality Audits in the Institution.
5. Reviewing the Waste Management System in the institution.
6. Organizing the programmes focusing on 'Institutional Best Practices'.

Winding up the meeting, the vote of thanks was given by the IQAC Coordinator, Dr. Aradhana Dubey and the date of the next meeting was decided as '22/11/2023'.

### Signature of the members present:

1. Dr. S.P. Dhumketi-
2. Dr. Anjali Pandya-
3. Mrs. Vijaya Shyam-
4. Mrs. Neelam Khare-

**Dr. Aradhana Dubey**  
Coordinator, IQAC  
Govt. J.M.C. Mahila  
Mahavidyalaya, Mandla, M.P.

**Dr. S.N. Khare**  
Principal  
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## Action Taken over the Meeting

The decisions taken in the presence of the members present after the meeting of Internal Quality Assurance Cell on 23/09/2023 were as follows:

1. Minutes of the previous IQAC meeting were read and confirmed alongwith the discussion on the progress of the jobs decided to be accomplished.
2. Titles of the Professional and Administrative Development training programmes for the teaching as well as non-teaching staff were finalized.
3. Mapping of significant contribution of IQAC during the upcoming session was done.
4. College Administration was informed to conduct Quality Audits in the Institution.
5. Waste Management System was strengthened in the institution.
6. Programmes focusing on the **‘Institutional Best Practices’** were decided to be organized in future.

  
**Dr. Aradhana Dubey**  
Coordinator, IQAC  
Govt. J.M.C. Mahila  
Mahavidyalaya, Mandla, M.P.

  
**Dr. S.N. Kalare**  
Principal  
Govt. Jagannath Munnalal Choudhary  
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College Code: 3502

Date:21/11/2023

### Notice

All the respected members of the Internal Quality Assurance Cell are hereby notified that the second meeting of the committee is going to be held the Principal's office at 02:30 pm on 22/11/2023. Your presence is mandatory.

#### **Agenda of the Meeting are as follows:**

1. To read and confirm the Minutes of the previous Meeting held on 23/09/2023.
2. To fill and submit the AQAR on the NAAC Portal.
3. To organize the documents of SSR as per the latest format of the NAAC.
4. To organize a meeting to raise all the staff members for the upcoming assessment by NAAC.

There could be discussion on the areas over and above the mentioned agendas with the permission of the chair.

Coordinator

**Dr. Aradhana Dubey**

Internal Quality Assurance Cell

Govt. J.M.C. Mahila Mahavidyalaya

Coordinator, IQAC

Govt. J.M.C. Mahila

Mahavidyalaya, Mandla, M.P.

Principal

**Dr. S.N. Khare**

Govt. Jagannath Munnalal Choudhary

Mahila Mahavidyalaya, Mandla (M.P.)

Principal

Govt. J.M.C. Mahila

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College Code: 3502

Date: 22/11/2023

## Minutes of the Meeting

The first meeting of the IQAC was held on 22/11/2023 in the Principal's office in which the following points were discussed throughly in the presence of the members present in the meeting:

1. To read and confirm the Minutes of the previous Meeting held on 23/09/2023.
2. To fill and submit the AQAR on the NAAC Portal.
3. To organize the documents of SSR as per the latest format of the NAAC.
4. To organize a meeting to raise all the staff members for the upcoming assessment by NAAC.

Winding up the meeting, the vote of thanks was given by the IQAC Coordinator, Dr. Aradhana Dubey and the date of the next meeting was decided as '22/11/2023'.

### Signature of the members present:

1. Dr. S.P. Dhumketi-
2. Dr. Anjali Pandya-
3. Mrs. Vijaya Shyam-
4. Mrs. Neelam Khare-
5. Mr. Jaydatt Jha-

Dr. Aradhana Dubey

Coordinator, IQAC

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## Action Taken over the Meeting

The decisions taken in the presence of the members present after the meeting of Internal Quality Assurance Cell on 22/11/2023 were as follows:

1. To read and confirm the Minutes of the previous Meeting held on 23/09/2023.
2. To fill and submit the AQAR on the NAAC Portal.
3. To organize the documents of SSR as per the latest format of the NAAC.
4. To organize a meeting to raise all the staff members for the upcoming assessment by NAAC.

**Dr. Aradhana Dubey**  
Coordinator, IQAC

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**Dr. S.N. Khare**  
Principal

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