



BHILAI MAHILA MAHAVIDYALAYA

HOSPITAL SECTOR, BHILAI NAGAR (C.G.) 490 009

(Managed by Bhilai Education Trust)

(Affiliated to Hemchand Yadav Vishwavidyalaya, Durg)

Recognized Under Section 2(f) and 12(B) of the UGC Act 1956

NAAC Accredited with B Grade

Ph : 0788-2242699

0788-2242078

Website : www.bmmbhilai.com

No. BMM / 250A / 2018

Date : 12.07.18

To,

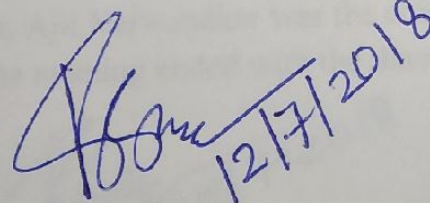
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Dear Sir/Madam,

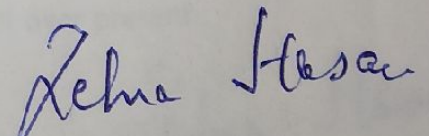
A meeting of IQAC will be held in Room No. 04 on 16/07/2018 at 2:00 PM. All the members of IQAC and Heads of Dept. are directed to be present.

The Agenda of meeting will be as under

1. Information regarding composition of IQAC 2018-19.
2. Information regarding AQAR 2018-19.
3. Preparation of records relevant to AQAR 2018-19.
4. Formation of other committees.
5. Members will be directed to prepare proper records of all activities organized by them in their department during this session.
6. Information regarding repair and maintenance required in respective depts..
7. Details of activities to be organized during the session.
8. Suggestions on innovative practices to be carried out during the session.
9. Presentation of report of green audit 2017-18.
10. Any other point/matter to discuss with the permission of chairperson.


12/7/2018
IQAC Coordinator

Bhilai Mahila Mahavidyalaya


Principal

Bhilai Mahila Mahavidyalaya



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No. BMM /

Date : 15/07/18

1. Minutes of the last meeting held on 09/04/18 confirmed.
 2. After the superannuation of Dr. S. Mene in June 2018 the charges of the IQAC coordinator handed over to Dr. Sandhya Madan Mohan and new member of IQAC introduced the committee.
 3. Members in the meeting were informed about the composition of IQAC 2018-19. Members were informed that this composition is as per the new directives of NAAC, UGC.
 4. Implementation of plan of action for 2018-19.
 5. The new format of AQAR of the NAAC UGC applicable from 2018-19 was put up before members for discussion especially on those columns which are added or modified to new format. It is also mentioned that 70% of assessment will be based on AQAR & SSR.
 6. Members informed that awareness program for CMA conducted on 15/07/19 and Campus drive organized by NIBF will be held on 05/08/2018.
 7. Members are advised to prepare and maintain proper records of day to day activities to be organized in their department during the session.
 8. All HODs were requested to give list of repair maintenance and any other construction needed in their department for smooth functioning.
 9. HODs also requested to prepare and submit a list of activities which they will plan to organize for the session 2018-19 in their department. On the basis of which an annual schedule may be prepared so that repetition and overlapping of programs will be avoided. HODs asked to finalize the list with consulting their departmental members.
 10. A six months certificate course of yoga proposed by B.Ed. to be discussed and finalized. It was decided that date of commencement of certificate course will be 12/10/18
 11. HODs also asked to provide suggestions department wise for innovative practices to be planned/started for the college. They were also directed to identify the innovative practices / best practices exist in college.
 12. Dr. Pratiksha Pandey presented a report of green audit 2017-18 which was appreciated by all the members in the meeting it was decided that this report will be prepared by the botany department for the current session too.
 13. Members appreciated the initialization of induction program for first year students on 13/07/18. Dr. Ajit Varwandkar was the chief guest of the programme.
- The meeting ended with the thanks by the Chairperson to all over present.

15/7/2018
IQAC Coordinator

Bhilai Mahila Mahavidyalaya

Zeena Hasan

Principal

Bhilai Mahila Mahavidyalaya

To,

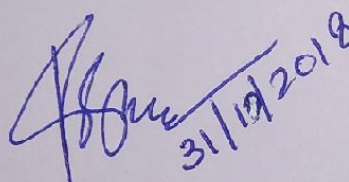
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Dear Sir/Madam,

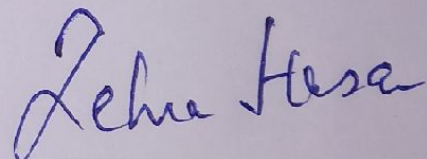
A meeting of IQAC will be held in Room No. 109 on **02/11/2018** at 2:00 PM. Head of all departments and members of IQAC are directed to attend the same.

The Agenda of meeting will be as under

1. To confirms the minutes of the last meeting held on 15/07/18.
2. To discuss and note the activities organized by various departments And IQAC.
3. To discuss about activities to be undertaken further.
4. Any other point/matter to discuss with the permission of chairperson.

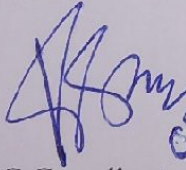

31/10/2018
IQAC Coordinator

Bhilai Mahila Mahavidyalaya

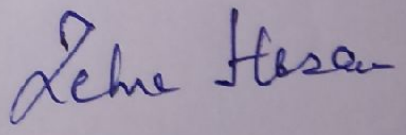

Principal

Bhilai Mahila Mahavidyalaya

1. Minutes of the last meeting held on 15/07/18 confirmed.
2. A certificate course on tally ERP and CA/CS/CMS was conducted by commerce dept. on 26/07/2018..In this course Mr. Somesh Jain of somitel institute was the chief guest and 155 students participated in this course.
3. Members also informed about computer awareness and communication skill course by Mr. Vikas of professional accounting academy Bhilai was conducted by commerce deptt of the college on 06/08/2018.155 students participated in this course.
4. Members were informed about A seven days Bakery & Confectionary workshop was conducted by Home science department on 17/09/2018. The training was given by Mrs. Sushmashri Jain to a batch of 30 students.
5. It was informed that mathematical and zoological association inaugurated followed by guest lecture on 01/10/18 & 24/08/18.
6. It was also informed Entrepreneurship awareness camp was organized by placement cell under the banner of IQAC in association with CITCON Raipur. 75 students were registered and they successfully completed the camp from 17/09/2018 to 19/09/2018.
7. Organize Blood donation camp was proposed by IQAC.
8. Celebrate Hindi Diwas in college proposed by IQAC.
9. The meeting ended with the thanks by the Chairperson to all over present.


02/10/2018
IQAC Coordinator

Bhilai Mahila Mahavidyalaya


Principal

Bhilai Mahila Mahavidyalaya

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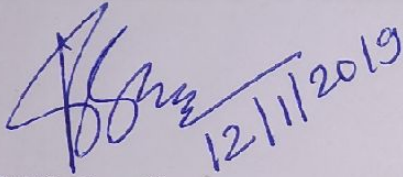
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Dear Sir/Madam,

A general staff meeting with IQAC will be held in Room No. 109 on 16/01/2019 at 3:00 PM.

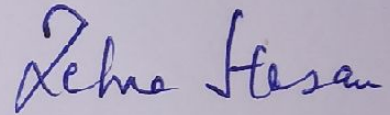
The Agenda of meeting will be as under

1. To confirm the minutes of last meeting held on 02/11/18.
2. To discuss about the activities organized by IQAC and various departments.
3. Any other matter with the permission of chair.



IQAC Coordinator


Bhilai Mahila Mahavidyalaya



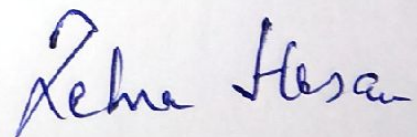
Principal

Bhilai Mahila Mahavidyalaya

1. Minutes of the meeting dated 2/11/18 confirmed.
2. Members appreciated the blood donation camp organize on 10/12/18.all members agreed it was successful event organized under IQAC.
3. Members also appreciated the Hindi diwas organized under IQAC on 14/11/18.Four competitions were organized on the day .Member appreciated the active participation and enthusiasm of students.
4. Members are informed that botanical association inaugurated followed by guest lecture on 28/11/18.
5. Staff also showed their pleasure and appreciation for the awareness program of traffic rules conducted on 17/01/2019 under IQAC.
6. Members highly appreciated one day experimental workshop organized by physics department under IQAC for govt. school students of local area (11th & 12th) they all mentioned it as an innovation idea.
7. It was also informed that our students participated in the campus drive conducted by Nestle India at Shri Shankracharya Technical campus .


IQAC Coordinator

Bhilai Mahila Mahavidyalaya



Principal

Bhilai Mahila Mahavidyalaya

To,

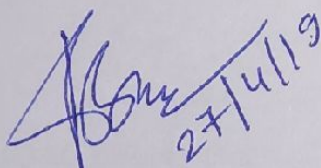
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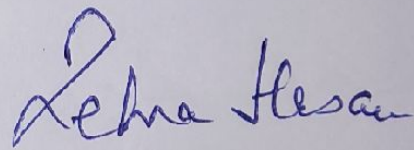
A meeting of IQAC with all HODs will be held on 29/04/19 at 3:00 pm in Principal's office.

The Agenda of meeting will be as under

1. To confirm the minutes of the last meeting held on 02/02/19.
2. To discuss the New performa of AQAR .
3. To inform the members about the forth coming meetings of IQAC
4. Any other matter.

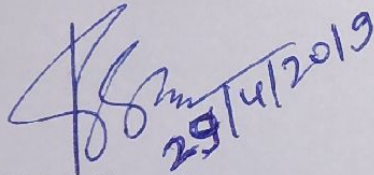

IQAC Coordinator

Bhilai Mahila Mahavidyalaya


Principal

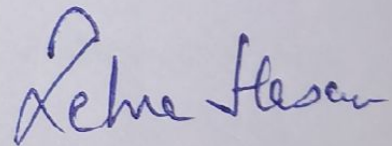
Bhilai Mahila Mahavidyalaya

1. Minutes of the last meeting confirmed held on 02/02/19.
2. All the HODs were informed about the new format of AQAR for 2018-19 and the same format distributed to all and each point of proforma was discussed.
3. Members were informed that frequent meetings of IQAC will be conducted in short notices till they proceed on summer vacation. They should be alert through email and other electronic media.
4. Members were informed about the success of two of the students Diksha Jain and Shubhi Mishra of our college are cleared CMA foundation. It is the proud moment of our college.
5. All HODs and members were informed that International Matra Bhasha diwas were organized on 23/02/19.
6. It is also informed that guest lecturer in chemistry and B.Ed. were organized on 08/03/19 and 14/02/19 respectively.
7. It is also informed that 2 of our students Ku. Kanchan and Ku. Kameshwari Dewangan selected in campus drive conducted by Ultatech cement Ltd. conducted at SSSSMV, Hudco ,Bhilai .



IQAC Coordinator

Bhilai Mahila Mahavidyalaya



Principal

Bhilai Mahila Mahavidyalaya

To,

To,

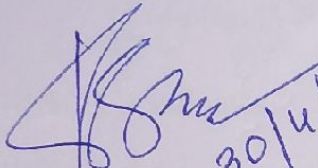
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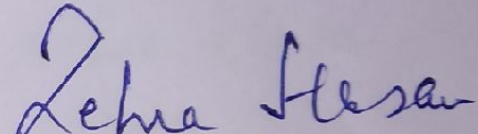
A meeting of IQAC will be held in Room No. 109 on 02/05/2019 at 2:00 PM. Head of all departments and members of IQAC are directed to attend the same.

The Agenda of meeting will be as under

1. To confirm the minutes of the last meeting held on 28/04/19.
2. To discuss the New departmental Performa for NAAC .
3. To discuss for career guidance program.
4. Any other matter raise.


30/4/2019
IQAC Coordinator

Bhilai Mahila Mahavidyalaya

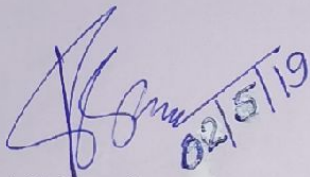


Principal

Bhilai Mahila Mahavidyalaya

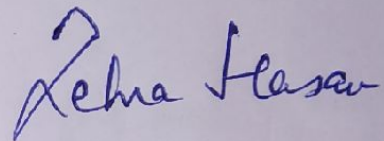
Minutes of meeting held on 02/05/2019

1. Minutes of the last meeting confirmed held on 29/04/19.
2. All the HODs were informed about the new departmental proforma same format distributed to all and discuss with them. Members were also required to fill both hard and soft copy of proforma and submit the same before preceding the summer vacation. If members have any query or doubt the same will be clarified in next meeting.
3. It is decided that career guidance program should be conducted and Dept. of Botany will conduct on 10/05/2019.
4. Meeting ended to thanks with each.



IQAC Coordinator

Bhilai Mahila Mahavidyalaya



Principal

Bhilai Mahila Mahavidyalaya

To,

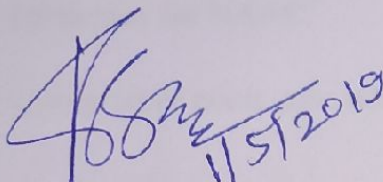
Dear Sir/Madam,

An urgent meeting of the all HODs and IQAC members will be held in Principal's office on 03/05/2019 at 3:30 PM. All the members are requested to be present.

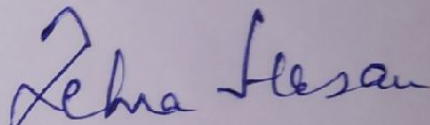
Members were informed that on 04/05/2019 there is a special session to be address by Dr. Prashant Shrivastav , Prof geology , Govt. VYTPG college at 12:00 noon in college auditorium.

Doubts, difficulties and queries in filling new AQAR and departmental profile will be discussed in the session. This is also decided that there will be 2 sessions address by Dr. Prashant Shirivastav. One will be for teaching and another will be for non teaching.

Teachers were assigned various duties for smooth conduct of sessions.


IQAC Coordinator

Bhilai Mahila Mahavidyalaya


Principal

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No. BMM / 604 / 2019

Date : 1.05.19

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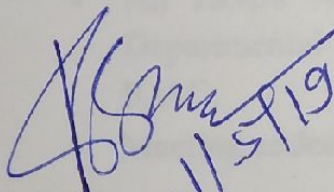
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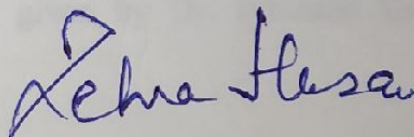
A meeting of IQAC will be held on **04/05/2019** in college Auditorium at 12:00 PM. All the teaching and non teaching staff and members of IQAC are directed to be present.

The Agenda of meeting will be as under

1. To confirm the minutes of the last meeting held on 03/05/2019.
2. To discuss the new performa of NAAC (AQAR, Departmental performa etc.).
3. Clarification of problems, interpretation and understanding of each point in filling performas for NAAC.
4. Any other point raise with the permission of chairperson.


IQAC Coordinator

Bhilai Mahila Mahavidyalaya



Principal

Bhilai Mahila Mahavidyalaya



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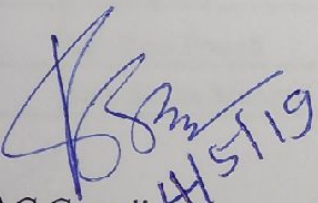
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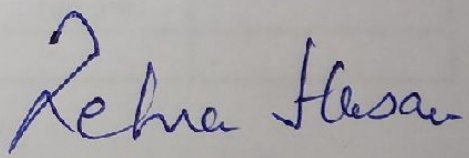
No. BMM /

Date :

Minuets of meeting held on 04/05/2019

- Minuets of the meeting held on 03/05/19 are confirmed.
- Mr. Prashant Shrivastav discussed in detail about new NAAC Performa point wise. He advised that while filling AQAR and departmental profile things should be mentioned which are practically carried out.
- Documentation of activities at college and departmental levels must be on regular basis.
- He cleared all the doubts raised by faculty members. He also proposed the ways and means to solve the problem related to NAAC inspection.
- He also emphasized on preparation of AQAR and SSR carefully because maximum points are allotted by the NAAC . He informed that grading maximally based on them.
- Dr. Shrivastav informed the faculties that for AQAR and departmental profile needs detailed information related to publication like impact factor, h-index and citation. It is mandatory.
- A web site link is to be developed and which must be updated regularly. NAAC Performa will be send online and through the link.
- He discussed with non teaching staff in the second session and ask them to maintain update records and documents.
- He promised that for any forth coming difficulties he will be available. Lastly he said that awareness about NAAC is not only a matter related to IQAC but it needs cooperation of staff , teaching, nonteaching staff and students along with management.
- All HODs were directed to submit all departmental information in AQAR and Departmental profile following the guidance given by Dr. Prashant Shrivatava and IQAC.
- Meeting ended with to thanks to all.


IQAC Coordinator


Principal

Bhilai Mahila Mahavidyalaya

Bhilai Mahila Mahavidyalaya

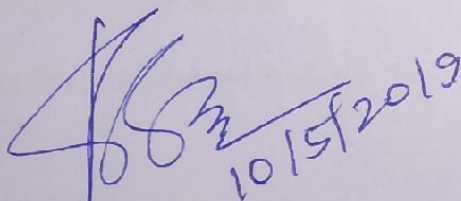
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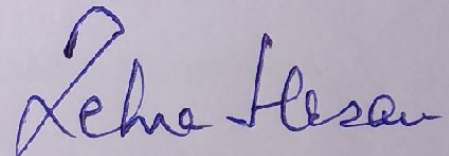
Dear Sir/Madam,

A meeting of IQAC will be held on **13/05/2019** in room 109 at 03:00 PM. All HODs and members of IQAC are directed to be present.

- Minutes of the last meeting held on 4/05/2019 are confirmed.
- AQAR and departmental profile submitted by few HODs were verified, and necessary changes were made. They also request to send their soft copy.
- Heads of the Departments who could not submit their details due to any problem were requested to submit the same before preceding the summer vacation i.e. before 15/05/2018.


IQAC Coordinator

Bhilai Mahila Mahavidyalaya


Principal

Bhilai Mahila Mahavidyalaya

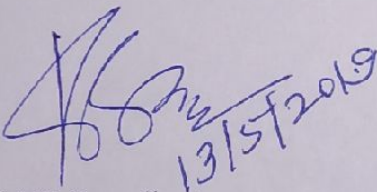
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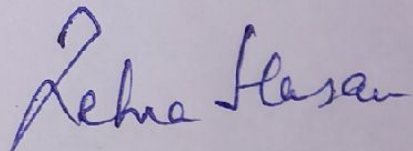
Dear Sir/Madam,

A meeting of IQAC will be held in Room No. 109 on **15/05/2019** at 2:00 PM. Head of all departments and members of IQAC are directed to attend the same.

1. Various performa submitted and checked by department and doubts were clarified. The citation index should necessarily be given.
2. Some doubt of various HODs were again cleared, HODs were asked to give emphasis on date, number of participants and theme of program which benefit to the students of various activities conducted by them.
3. After this discussion all departments were directed to submit fill in proforma by 12.06.19.


13/5/2019
IQAC Coordinator

Bhilai Mahila Mahavidyalaya


Principal

Bhilai Mahila Mahavidyalaya

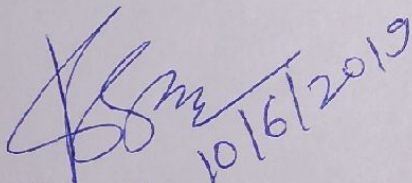
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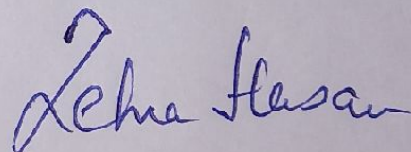
A meeting of IQAC will be held in Room No. 109 on 12/06/2019 at 2:00 PM. All teaching staff and members of IQAC are directed to attend the same.

1. To confirm the minutes of last meeting held on 13/05/2019.
2. To discuss the activities of the new session.
3. HODs submitted departmental performance and required information for AQAR.
4. Informed that final compilation of AQAR 2018-19 will be started .
5. Any other matter raised.



IQAC Coordinator

Bhilai Mahila Mahavidyalaya



Principal

Bhilai Mahila Mahavidyalaya