



SETH GYANIRAM BANSIDHAR PODAR COLLEGE

Podar Educational Campus, Nawalgarh - 333042 (Raj.)

IQAC

Internal Quality Assurance Cell

Action Taken Report-2022-23

Sr. No.	Date of Meeting	Resolution	Action Taken
1.	10/07/2022	Formation of the Team revisited the formation of the team and welcomed the team members after discussion with the team	Each member was assigned with the responsibility of each criterion were revisited by the team and progression was noted and instructed for further work. Dr. Ravindra Goswami also added as IQAC member
		Encouraging students for NET/SET/GATE and competitive examinations	Competitive classes scheduled by Mr. S. L Joshi and act as the convener of that committee. It was unanimously resolved to setup a separate reading corner in the library premises too
		Theme and planning for academic year 2022- 23 Theme: The members discussed the theme and finalized the theme as Promotion of College through "Azadi ka Amrit Mahotsava, Sparkle-2K23 and Science fare & Exhibition" and the team committed to organize events accordingly	Academic Calendars of the departments were collected and discussed and with a very few changes accepted by the members. Theme of Azadi ka Amrit Mahotsava and Sparkle-2k23 were finalised by the members. Faculty members were instructed for the grand celebration of the Science fair with a theme Science & Technology in Modern age.
		Adopt DAPR for collecting information related to departmental activities	To collect information from all the departments, DEPARTMENTAL ACADEMIC PERFORMANCE RECORD (DAPR) Performa is proposed by Mr. Chetan Dadheech and approved by the IQAC and distributed to all departments.
		Planning for certificate courses	Proposals were given by the departments and sent to the managing body for approval. After approval all departments scheduled and conduct the certificate program accordingly.
		Preparation and Documentation for NAAC accreditation and SSR submission	Work was allocated to the faculty members for preparation of the Documents related to the NAAC accreditation and SSR



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		Any other matter with the permission of the chair	<ul style="list-style-type: none">Different programs proposals such as international yoga, World Tourism Day, World Heritage, Workshop on ICT tools for students were proposed and accepted. Website updating work given to Mr. Ashish Sati. Alumni meet was proposed by Alumni cell and approved. Work for Online pattern for Examination work system will be used for PUT and University Examination.
2.	09/09/2022	Review of work done as per earlier meeting	Last meetings work reviewed and approved
		Sessions on Lesson planning and Microteaching	Lesson plan of the departments were submitted by departments and send to the review committee and accepted and distributed accordingly.
		Preparation for NAAC accreditation and SSR submission	work from different criteria incharge were presented Infront of the committee and reviewed and instructions were given by IQAC for improvements
		Non-Teaching Staff training Integrated Faculty Development Program	Proposal for the Non-teaching staff training were submitted by the Dr. Bhupendra Singh and approved by IQAC scheduled the programs for the same.
		Blood Donation camp Seminars, Guest lectures, workshops	Blood Donation Camp were finalized on 13 th March 2023 for Memory of Late Babuji Shri Kantikumar R. Podar.
		Hindi Pakhawada & World Mother Language Day Students' awareness sessions	Proposed by the Department of Humanities and approved for the same.
		International guest visits	Proposal for Ms. Ulrik Wolf from Germany with dates were finalized for the month of October and approved
3.	02/12/2022	Review of work done as per earlier meeting	Last meetings work reviewed and approved



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		Guest lectures	Proposed by department of Zoology and Accepted by IQAC
		Workshops, Seminars	Proposed by departments and Accepted by IQAC
		Republic day celebration	Guest Lists by the IQAC Coordinator and program scheduled presented by Cultural committee and approved.
		Collaborative activities Sessions on career guidance	Proposal for the Career guidance were presented by the Placement committee and approved and scheduled after University examination
		Starting batches for certificate courses of departments	Dates Proposed by the departments approved by the IQAC
4.	06/02/2023	Review of work done as per earlier meeting	Last meetings work reviewed
		Departmental requirements in NAAC point of view	Requirement lists were submitted by departments and sent to the Management for approval and accepted.
		Promote Farmers for Organic Farming & Organic Products	Extension activities proposed by the Department of Botany and approved
		Workshops, Seminars for Faculty Development and for Research Development	Proposal submitted by different departments and approved by IQAC
		Sessions on career guidance	Proposal for the Career guidance were presented by the Placement and Counselling committee and approved
		Starting Competitive examination preparation	Sessions on career guidance

Dr. Vinod Kumar Saini
(IQAC Coordinator)

Dr. Satyendra Singh
(Principal)