



# SETH GYANIRAM BANSIDHAR PODAR COLLEGE

Accredited with 'A' Grade (3.04 CGPA) by NAAC-UGC  
Recognition of college under Section 2(f)/12(B), UGC Act, 1956  
Affiliated to Pandit Deendayal Upadhyaya Shekhawati University, Sikar

IQAC/GBPC/2023/06/01

Date: June 19, 2023

## Notice for First IQAC Meeting 2023-24

Respected All IQAC Members,

You are cordially invited to attend the First Meeting of the IQAC scheduled as follows:

Date: June 24, 2023

Time: 10:30 AM

Venue: Room No. 68

### IQAC Members:

S.No.	Name	Designation	Department
1	Dr. Satyendra Singh	Chairman	Principal
2	Dr. Vinod Kumar Saini	Coordinator	Vice-Principal
3	Mr. Chetan Dadheech	Co-Coordinator	Chemistry
4	Dr. Vidyadhar Sharma	Teacher Representative	Mathematics
5	Dr. Dau Lal Bohra	Teacher Representative	Zoology
6	Dr. Vikram Singh Jakhar	Teacher Representative	Sociology
7	Dr. Bhupendra Singh Rathore	Teacher Representative	Physics
8	Mr. Ambesh Kumar	Teacher Representative	Chemistry
9	Mr. Sandeep Jangir	Teacher Representative	Commerce
10	Ms. Suman Saini	Teacher Representative	Botany
11	Ms. Mahima Soni	Teacher Representative	Zoology
12	Mr. Pramod Kumar Saini	Teacher Representative	English
13	Dr. Sunil Saxena	External Academic Expert	
14	Mr. M. D. Shanbhag	Management Representative	Executive Director
15	Dr. Priyanka Bhambhu	Alumni and Community Representative	
16	Mr. Sundar Lal Saini	Industry Representative	
17	Mr. Rakesh Mahla	Alumni Representative	
18	Mr. Kripa Shankar	Account Representative	CAO
19	Mr. Ankit Kumar	Student Representative	M.Sc. (Pre.) Zoology
20	Ms. Lavlin	Student Representative	M.Sc. (Pre.) Zoology

Rambilas Podar Road, Nawalgarh, Dist: Jhunjhunu - 333042

Contact No: 8619868884

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## Agenda:

The meeting will focus on the following key topics to enhance the quality of education and research at the institution:

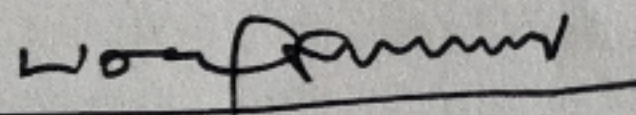
1. Implementation of Outcome-Based Education (OBE)
2. Enhancement of Student Learning Outcomes
3. Institutional Social Responsibility (ISR)
4. Proposal to Management for New Programs: D.Pharm, MBA, and MCA:

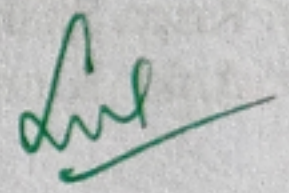
## Confirmation of Attendance:

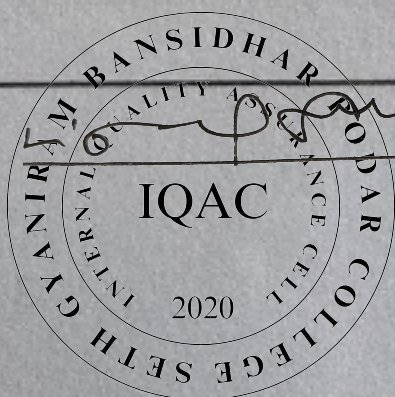
Kindly confirm your attendance by June 22, 2023 to Prof. Chetan Dadheech.

Your valuable contributions are highly anticipated.

Thank you.

  
Dr. Vinod Kumar Saini  
Coordinator

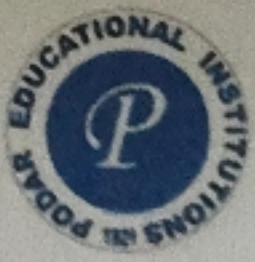
  
Dr. Satyendra Singh  
Principal



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IQAC/GBPC/2023/06/02

Date: June 25, 2023

## Minutes of the First IQAC Meeting 2023-24

Date: June 24, 2023 Time: 10:30 AM Venue: Room No. 68

Members Present:

- Dr. Satyendra Singh (Chairman)
- Dr. Vinod Kumar Saini (Coordinator)
- Mr. Chetan Dadheech (Co-Coordinator)
- Dr. Vidyadhar Sharma
- Dr. Dau Lal Bohra
- Dr. Vikram Singh Jakhar
- Mr. Ambesh Kumar
- Mr. Sandeep Jangir
- Ms. Suman Saini
- Ms. Mahima Soni
- Mr. Pramod Kumar Saini
- Dr. Sunil Saxena
- Mr. M. D. Shanbhag
- Dr. Priyanka Bhambhu
- Mr. Rakesh Mahla
- Mr. Kripa Shankar
- Mr. Ankit Kumar

### Agenda:

1. Implementation of Outcome-Based Education (OBE)
2. Enhancement of Student Learning Outcomes
3. Institutional Social Responsibility (ISR)
4. Proposal to Management for New Programs: (D.Pharm, MBA, and MCA)

### Discussions Made

#### 1. Implementation of Outcome-Based Education (OBE)

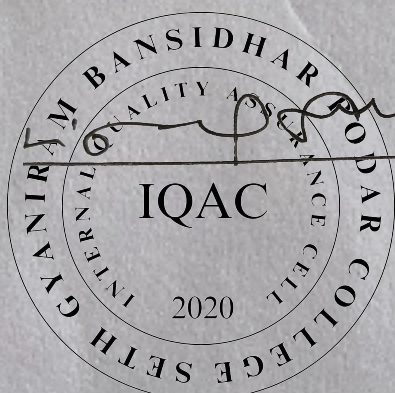
- The progress of OBE implementation in various departments was reviewed.
- Discussed the Challenges faced regarding smooth implementation of OBE.
- Discussion is made upon Solutions that were proposed and decided to make an Action Plan.
- Action Item: Prof. Chetan Dadheech will develop a detailed plan for faculty development programs on OBE and will present it at the next IQAC meeting.
- Action Item: Department Heads will identify specific needs of their departments regarding OBE implementation and share them with the IQAC Coordinator by July 31, 2023

#### 2. Enhancement of Student Learning Outcomes

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- The results of student assessments and attainment levels were analyzed.
- Strategies to improve teaching-learning processes and student engagement were discussed.
- The exploration of innovative teaching methods and technologies to enhance student learning was encouraged.
- Action Item: The Faculty Development Committee will identify and will explore innovative teaching methods and technologies suitable for the institution and present their findings at the next IQAC meeting.
- Action Item: The Internal Assessment Committee, in consultation with the IQAC, will develop a framework for monitoring and evaluating student learning outcomes and present it at the next IQAC meeting.
- Action Item: Prof. Chetan Dadheech will organize a workshop on Designing Assessment Rubrics by September 30, 2023.

### 3. Institutional Social Responsibility (ISR)

- The institution's current ISR activities and initiatives were reviewed.
- Opportunities to expand ISR activities were identified.
- Action Item: Prof. Sandeep Jangir and the IQAC Coordinator will develop a detailed plan for expanding ISR activities in the identified areas and will present it at the next IQAC meeting.
- Action Item: The Principal will constitute a Committee on Ecology and Biodiversity by July 31, 2023
- Action Item: Dr. Vinod Kumar Saini will finalize a Memorandum of Understanding (MOU) with Kangaroo Minds by August 31, 2023.

### 4. Proposal to Management for New Programs: D.Pharm, MBA, and MCA:

- The IQAC members discussed the potential benefits of introducing new programs, such as D.Pharm, MBA, and MCA.
- The potential market demand, infrastructural requirements, and faculty expertise needed for these programs were analyzed.
- A proposal outlining the program structure, curriculum, and resource requirements was drafted.
- The IQAC resolved to submit the proposal to the management for further consideration and approval.

Next Meeting:

The date and time for the next IQAC meeting will be announced shortly.

Prof. Chetan Dadheech  
IQAC, Co-Coordinator  
(Minutes Prepared)

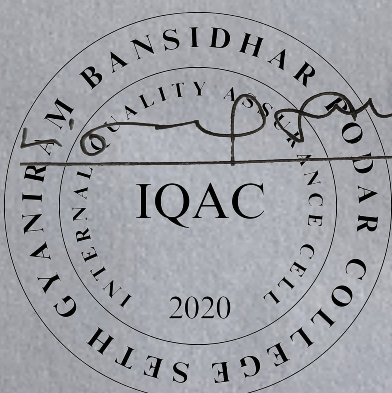
Dr. Vinod Kumar Saini  
IQAC, Coordinator  
(Minutes Verified)

Dr. Satyendra Singh  
Chairman, IQAC  
(Minutes Approved)

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IQAC/GBPC/2023/09/01

Date: September 8, 2023

## Notice for Second IQAC Meeting 2023-24

Respected All IQAC Members,

You are cordially invited to attend the Second Meeting of the IQAC scheduled as follows:

Date: September 16, 2023

Time: 11:00 AM

Venue: Room No. 68

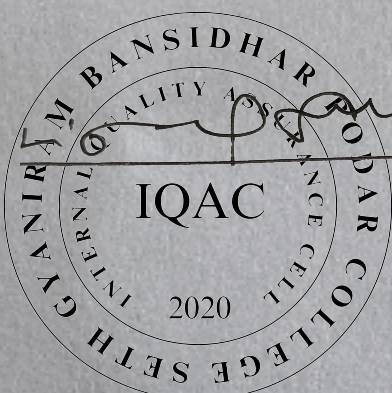
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5	Dr. Dau Lal Bohra	Teacher Representative	Zoology
6	Dr. Vikram Singh Jakhar	Teacher Representative	Sociology
7	Dr. Bhupendra Singh Rathore	Teacher Representative	Physics
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## Agenda:

The meeting will focus on the following key topics to discuss for Enhancing Institutional Quality and Well-being

1. Review of the action taken sheet of the first IQAC meeting.
2. Discussion on Student and Faculty Well-being Practices
3. Preparation of AQAR 2022-23
4. Planning for an International Conference
5. Assignment of Duties

## Confirmation of Attendance:

Kindly confirm your attendance by September 13, 2023 to Prof. Chetan Dadheech.

Your valuable contributions are highly anticipated.

Thank you.

Dr. Vinod Kumar Saini

Coordinator

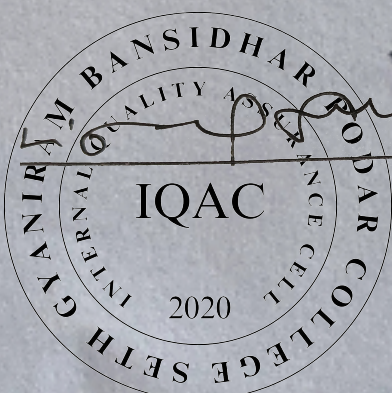
Dr. Satyendra Singh

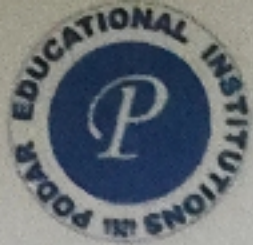
Principal

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IQAC/GBPC/2023/09/02

Date: September 17, 2023

## Minutes of the Second IQAC Meeting

Date: September 16, 2023

Time: 11:00 AM

Venue: Room No. 68

### Members Present:

- Dr. Satyendra Singh (Chairman)
- Dr. Vinod Kumar Saini (Coordinator)
- Mr. Chetan Dadheech (Co-Coordinator)
- Dr. Vidyadhar Sharma
- Dr. Dau Lal Bohra
- Dr. Vikram Singh Jakhar
- Dr. Bhupendra Singh Rathore
- Mr. Ambesh Kumar
- Mr. Sandeep Jangir
- Ms. Suman Saini
- Ms. Mahima Soni
- Mr. Pramod Kumar Saini
- Dr. Sunil Saxena
- Mr. M. D. Shanbhag
- Dr. Priyanka Bhambhu
- Mr. Rakesh Mahla
- Mr. Kripa Shankar
- Ms. Lavlin

### Agenda:

1. Review of the action taken sheet of the first IQAC meeting.
2. Discussion on Student and Faculty Well-being Practices
3. Preparation of AQAR 2022-23
4. Planning for an International Conference
5. Assignment of Duties

### Discussion Points:

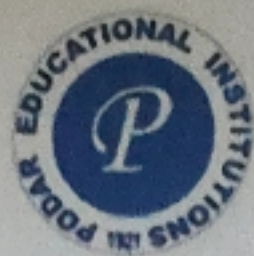
1. **Review of the Action Taken Sheet:** The action taken sheet of the first IQAC meeting was reviewed. Progress on the implementation of various suggestions were discussed. It was noted that some suggestions were already being implemented, while others required further action.
2. **Student and Faculty Well-being Practices:**

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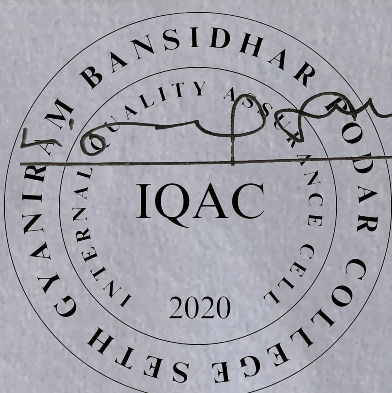
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- **Faculty Mentorship Program:** Prof. Chetan Dadheech proposed a formal faculty mentorship program to support new faculty members.
  - **Review of Mentor-Mentee Reports:** It was decided to review the previous year's mentor-mentee reports to identify areas for improvement and to strengthen the program.
  - **Yoga Sessions:** Dr. Daulal Bohra suggested organizing regular yoga sessions for faculty and students by our Yoga Expert Mr. Vivek Tiwari to promote physical and mental well-being.
  - **Mental Health Sessions:** Dr. Vinod Kumar Saini suggested organizing mental health sessions for faculty and students to address mental health concerns and provide support.
3. **Preparation of AQAR 2022-23:** The IQAC members discussed the key components of the AQAR, including institutional data, academic and administrative parameters, quality initiatives, and student performance. It was decided to form a Steering Committee to oversee the preparation of the AQAR. The Steering Committee members were assigned specific tasks, such as data collection, report writing, and finalization. A timeline for the completion of the AQAR was established, with a target date of December 31, 2023.
4. **Planning for an International Conference:** The IQAC members discussed the possibility of organizing an international conference on a relevant theme. A sub-committee was formed to explore potential themes, identify keynote speakers, and develop a timeline for the conference.
5. **Strengthening Counseling Facilities and Job-Oriented Skills:** The IQAC members discussed the need to strengthen counseling facilities and job-oriented skills. It was decided to appoint a Training and Placement Officer to oversee these activities.
- The officer will be responsible for:
  - Providing career counseling and guidance to students.
  - Organizing workshops and seminars on job-oriented skills.
  - Facilitating industry internships and placements.
  - Collaborating with industry partners to identify job opportunities.

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## Decisions:

- All the above suggestions were discussed and accepted by the members.
- The following duties were assigned to coordinate and implement the suggestions:
  - **Faculty Mentorship Program:** Prof. Chetan Dadheech
  - **Review of Mentor-Mentee Reports:** Dr. Vidyadhar Sharma
  - **Yoga Sessions:** Dr. Daulal Bohra and Mr. Vivek Tiwari
  - **Mental Health Sessions:** Dr. Vinod Kumar Saini
  - **AQAR Preparation:** AQAR Steering Committee will formed shortly.
  - **International Conference Planning:** Dr. Daulal Bohra to form International Conference Sub-committee
  - **Training and Placement Officer:** To be appointed

## Action Items:

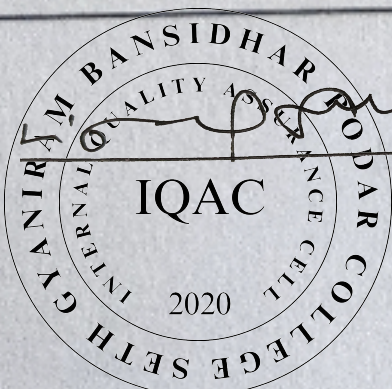
- Prof. Chetan Dadheech will develop a framework for the faculty mentorship program.
- Dr. Vidyadhar Sharma will review the mentor-mentee reports and prepare a report.
- Dr. Daulal Bohra and Mr. Vivek Tiwari will organize yoga sessions.
- Dr. Vinod Kumar Saini will organize mental health sessions with Kangaroo Minds.
- The AQAR Steering Committee will start working on the preparation of the AQAR 2022-23 and submit the final draft by December 31, 2023.
- Dr. Daulal Bohra will start working on the planning of the international conference, including theme selection, keynote speaker identification, and timeline development.

Meeting Concluded at: 12:30 PM

Prof. Chetan Dadheech  
IQAC, Co-Coordinator  
(Minutes Prepared)

Dr. Vinod Kumar Saini  
IQAC, Coordinator  
(Minutes Verified)

Dr. Satyendra Singh  
Chairman, IQAC  
(Minutes Approved)



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IQAC/GBPC/2023/12/01

Date: December 15, 2023

## Notice for Third IQAC Meeting 2023-24

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You are cordially invited to attend the Third Meeting of the IQAC scheduled as follows:

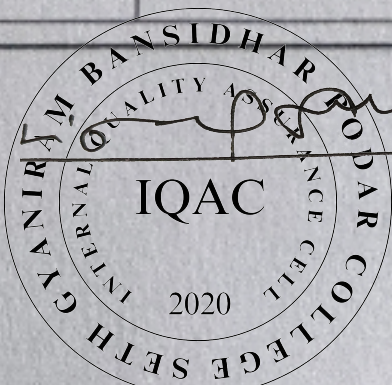
Date: December 22, 2023

Time: 11:00 AM

Venue: Room No. 68

**IQAC Members:**

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2	Dr. Vinod Kumar Saini	Coordinator	Vice-Principal
3	Mr. Chetan Dadheech	Co-Coordinator	Chemistry
4	Dr. Vidyadhar Sharma	Teacher Representative	Mathematics
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## Agenda:

The meeting will focus on the following key topics to enhance the Infrastructure and other Resources at the institution:

1. Review of the action taken sheet of the second IQAC meeting.
2. Discussion on Infrastructure and Resource Management Including :
  - A. Accessibility Improvement
  - B. Fire Safety Enhancement
  - C. Laboratory Upgradation
  - D. Digital Library Resources
  - E. Indoor Sports Facilities for Girls

## Confirmation of Attendance:

Kindly confirm your attendance by December 19, 2023 to Prof. Chetan Dadheech.

Your valuable contributions are highly anticipated.

Thank you.

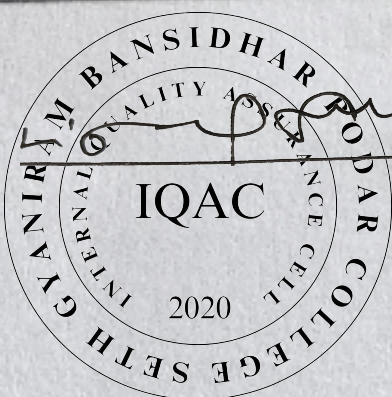
Dr. Vinod Kumar Saini  
Coordinator

Dr. Satyendra Singh  
Principal

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IQAC/GBPC/2023/12/02

Date: December 23, 2023

## Minutes of the Third IQAC Meeting

Date: December 22, 2023

Time: 11:00 AM

Venue: Room No. 68

### Members Present:

- Dr. Satyendra Singh (Chairman)
- Dr. Vinod Kumar Saini (Coordinator)
- Mr. Chetan Dadheech (Co-Coordinator)
- Dr. Vidyadhar Sharma
- Dr. Dau Lal Bohra
- Dr. Vikram Singh Jakhar
- Dr. Bhupendra Singh Rathore
- Mr. Ambesh Kumar
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- Dr. Priyanka Bhambhu
- Mr. Sundar Lal Saini
- Mr. Rakesh Mahla
- Mr. Kripa Shankar
- Mr. Ankit Kumar
- Ms. Lavlin

### Agenda:

1. Review of the action taken sheet of the second IQAC meeting.
2. Discussion on Infrastructure and Resource Management.

### Discussion Points:

#### 1. Review of the Action Taken Sheet:

- The action taken sheet of the second IQAC meeting was reviewed to track progress and ensure accountability.
- It was noted that progress had been made on some suggestions, while others required further attention.
- **Infrastructure and Resource Management:**
- **Construction of Ramp at Computer Science Building:** Dr. Vikram Singh Jakhar suggested the construction of a ramp at the Computer Science building to improve accessibility for students with disabilities.
- **Establishment of Fire Fighting System:** Dr. Satyendra Singh emphasized the importance of a fire safety system and suggested the establishment of a fire fighting system in the college buildings.

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- **Laboratory Upgradation:** Prof. Chetan Dadheech presented a report on the required upgrades in various laboratories, based on the responses collected from different departments. The report was shared with the management for further consideration.
- **Digital Resources in Library:** The need for additional digital resources in the library was discussed.
- **Indoor Sports Facilities for Girls:** Dr. Dau Lal Bohra suggested enhancing indoor sports facilities for girls.

## Decisions:

- The suggestions regarding the construction of a ramp, fire safety system, and laboratory upgrades were accepted and forwarded to the management for necessary action.
- The IQAC will continue to monitor the progress of these initiatives and provide recommendations as needed.
- The library committee will be tasked with exploring options for acquiring additional digital resources.
- The sports committee will be responsible for identifying and implementing measures to enhance indoor sports facilities for girls.

## Action Items:

- The IQAC Coordinator will follow up with the management regarding the implementation of the suggested infrastructure and resource management initiatives.
- The library committee will submit a detailed proposal for the acquisition of digital resources.
- The sports committee will prepare a plan for enhancing indoor sports facilities for girls.

Meeting Concluded at: 12:30 PM

Prof. Chetan Dadheech  
IQAC, Co-Coordinator  
(Minutes Prepared)

Dr. Vinod Kumar Saini  
IQAC, Coordinator  
(Minutes Verified)

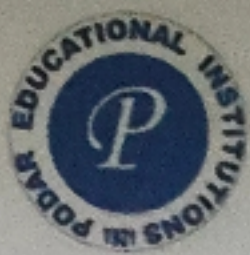
Dr. Satyendra Singh  
Chairman, IQAC  
(Minutes Approved)

Rambilas Podar Road, Nawalgarh, Dist: Jhunjhunu - 333042

Contact No: 8619868884

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IQAC/GBPC/2024/03/01

Date: March 01, 2024

## Notice for Forth IQAC Meeting 2023-24

Respected All IQAC Members,

You are cordially invited to attend the Third Meeting of the IQAC scheduled as follows:

Date: March 9, 2024

Time: 11:00 AM

Venue: Room No. 68

**IQAC Members:**

S.No.	Name	Designation	Department
1	Dr. Satyendra Singh	Chairman	Principal
2	Dr. Vinod Kumar Saini	Coordinator	Vice-Principal
3	Mr. Chetani Dadheech	Co-Coordinator	Chemistry
4	Dr. Vidyadhar Sharma	Teacher Representative	Mathematics
5	Dr. Dau Lal Bohra	Teacher Representative	Zoology
6	Dr. Vikram Singh Jakhar	Teacher Representative	Sociology
7	Dr. Bhupendra Singh Rathore	Teacher Representative	Physics
8	Mr. Ambesh Kumar	Teacher Representative	Chemistry
9	Mr. Sandeep Jangir	Teacher Representative	Commerce
10	Ms. Suman Saini	Teacher Representative	Botany
11	Ms. Mahima Soni	Teacher Representative	Zoology
12	Mr. Pramod Kumar Saini	Teacher Representative	English
13	Dr. Sunil Saxena	External Academic Expert	
14	Mr. M. D. Shanbhag	Management Representative	Executive Director
15	Dr. Priyanka Bhambhu	Alumni and Community Representative	
16	Mr. Sundar Lal Saini	Industry Representative	
17	Mr. Rakesh Mahla	Alumni Representative	
18	Mr. Kripa Shankar	Account Representative	CAO
19	Mr. Ankit Kumar	Student Representative	M.Sc. (Pre.) Zoology
20	Ms. Lavlin	Student Representative	M.Sc. (Pre.) Zoology

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## Agenda:

The meeting will focus on the following key topics to enhance Institutional Effectiveness and Governance:

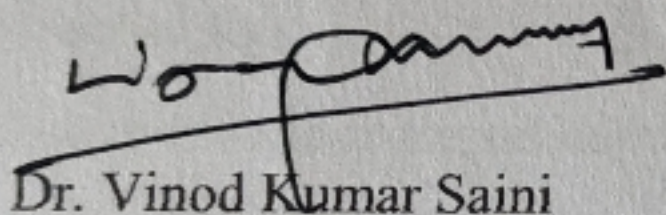
1. Review of the action taken sheet of the third IQAC meeting.
2. Discussion on Strategic Planning for Institutional Effectiveness and Governance, Specifically:
  - A. Academic and Administrative Audit
  - B. Feedback Collection and Analysis
  - C. Grievance Redressal Policy

## Confirmation of Attendance:

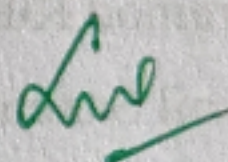
Kindly confirm your attendance by March 04, 2024 to Prof. Chetan Dadheech.

Your valuable contributions are highly anticipated.

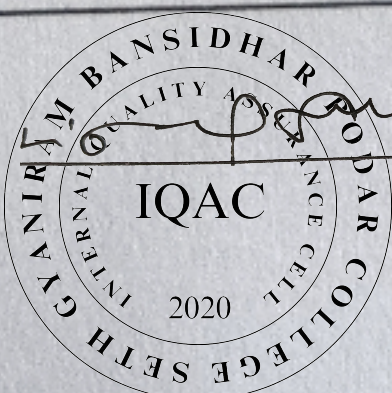
Thank you.



Dr. Vinod Kumar Saini  
Coordinator



Dr. Satyendra Singh  
Principal



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## Discussion Points:

### 1. Review of the Action Taken Sheet:

- The action taken sheet of the third IQAC meeting was reviewed to track progress and ensure accountability.
- It was noted that progress had been made on some suggestions, while others required further attention.

### 2. Strategic Planning for Institutional Effectiveness and Governance:

- **Academic and Administrative Audit:** The IQAC members discussed the importance of conducting a comprehensive academic and administrative audit for the 2023-24 academic year. This audit will help identify strengths, weaknesses, and areas for improvement.
- **Feedback Collection and Analysis:** The IQAC members emphasized the need to collect and analyze feedback from stakeholders, including students, faculty, staff, parents, and alumni. This feedback will help identify areas for improvement and inform future planning.
- **Upgradation of Grievance Redressal Policy:** The IQAC members discussed the need to upgrade the grievance redressal policy. A committee will be formed to review the existing policy and recommend necessary changes.

## Decisions:

- The IQAC will form a committee to conduct the academic and administrative audit.
- The IQAC will develop a comprehensive plan for collecting and analyzing feedback from stakeholders.
- The grievance redressal committee will be formed to review and update the grievance redressal policy.

## Action Items:

- The IQAC Coordinator will form the academic and administrative audit committee.
- The IQAC will develop a detailed plan for feedback collection and analysis.
- The grievance redressal committee will be formed and will submit a revised grievance redressal policy to the IQAC.

Meeting Concluded at: 12:30 PM

Prof. Chetan Dadheech  
IQAC, Co-Coordinator  
(Minutes Prepared)

Dr. Vinod Kumar Saini  
IQAC, Coordinator  
(Minutes Verified)

Dr. Satyendra Singh  
Chairman, IQAC  
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