

IQAC

MINUTES OF THE MEETINGS 2020-2021

MINUTES	DATE	ATR
<p>Due to restrictions laid down by the Government to control prevailing pandemic, the IQAC discussed the future measures for uninterrupted teaching, learning and evaluation process. All the faculties and office staff were notified to keep in touch and attend meetings through social media.</p>	<p>22/06/2020</p>	<ul style="list-style-type: none">• Guidance regarding online teaching through Google Meet Cisco Webex and MS Teams was provided.• As internal evaluation would be vital, online submission of assignment was adopted.• The technical and office staff updated the IT infrastructure and prepared time tables for online teaching.• Various Whats App groups were formed for each department to build a rapport with all the students and teachers as well as office staff.• Whenever physical meetings were not feasible online meetings were conducted.• Students including all the stake holders were regularly updated online regarding developments and new guidelines of the government for teaching and evaluation processes.• Strict implementation of government

		<p>guidelines was adopted.</p> <ul style="list-style-type: none"> • Health centre Doctor remained present during working hours and ensured social distancing, distribution of surgical masks, sanitization and effective screening through temperature measuring of every individual on daily basis.
<p>IQAC arranged a meeting with management and all the teaching and non-teaching staff to assess the functioning of the institute and seek feedback.</p>	<p>09/07/2020</p>	<ul style="list-style-type: none"> • In accordance with the guidelines of the state government and decisions taken by the IQAC, both teaching from college and work from home were implemented. • Health Centre launched a helpline number to assist students to overcome psychological stress related to problems that have been induced due to the coronavirus and lockdown.
<p>IQAC meeting was held to prepare schedule for internal evaluation and plan classroom arrangements for students.</p>	<p>14/10/2020</p>	<ul style="list-style-type: none"> • Online classes were regularly held throughout the year along with parallel offline teaching as and when possible. • Students were recurrently updated regarding online internal evaluation and teaching.

		<ul style="list-style-type: none"> Final year students were regularly updated regarding shifting examination schedule and taught online.
IQAC held meeting discussing the latest guidelines of the state government for physical presence of the students.	20/11/2020	<ul style="list-style-type: none"> Final year students were allowed to attend lectures offline voluntarily. Parallel online classes were also arranged. Appropriate measures were taken for social distancing and to follow government guidelines.
In accordance with the latest guidelines of the state government, reopening of regular mode along with facilities of online teaching has to be implemented as and when possible.	11/01/2021	<ul style="list-style-type: none"> Offline teaching for Second year students and subsequently first year students commenced.
IQAC directed to organize various study circle activities, Student development activities, seminar and other activities.	28/07/2021	<ul style="list-style-type: none"> Various study circle and competitions, Seminar, online guidance lectures and job fair in association with the state government was organized.
IQAC meeting pertaining to enrolment, examination forms and office organization for assisting students.	31/03/2021	<ul style="list-style-type: none"> Students were guided and their queries were solved by the office staff physically and through telephone and social media. Every individual entering the college premises was sanitized, directed to keep social distance,

		<p>wear mask and screened through thermometer.</p> <ul style="list-style-type: none">• Examination forms were filled up and submitted to the parent university.
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