


Career College Bhopal
Internal Quality Assurance Cell
IQAC meeting-2017-18

Venue: Room no. 6

Date: 13/01/18

Agenda	Minutes of the meeting	Action Taken Report
1. Guest Lectures and Visits	<ul style="list-style-type: none"> • Guest –Lectures based on curriculum and research by Alumni were proposed • Compulsion of one visit per semester was suggested 	<ul style="list-style-type: none"> • Total 30 Guest Lectures were successfully conducted by different departments including an expert lecture by Alumni • Total 26 visits were conducted
2. Courses other than offered by University	<ul style="list-style-type: none"> • Continuous conduction of Short term Training Certificate/ Skill Development Programs were suggested 	<ul style="list-style-type: none"> • 30 Short Term Certificate Courses were completed.
3. Faculty Enhancement Program	<ul style="list-style-type: none"> • Lecture delivery using quality lecture material was suggested • Motivation to faculties to act as Resource Person and to present paper in National and International Conferences was suggested • Research Project review and follow up was suggested 	<ul style="list-style-type: none"> • Faculties prepared their lectures with the help of e-materials. • Many of faculties were invited as Resource Person, six faculties received Research Awards for oral and poster presentation • DBT has sanctioned a project to Department of Biotechnology.
4. ISR Activity	<ul style="list-style-type: none"> • Compulsion of three ISR activities per session for each department was suggested 	<ul style="list-style-type: none"> • Twenty ISR activities were done
5. Smart Class Rooms	<ul style="list-style-type: none"> • Purchase of more LCD for smart class room was suggested 	<ul style="list-style-type: none"> • Six LCD projectors were purchased and four rooms no. 25,26, 30 and 31 have been converted into smart class rooms
6. Wall Magazine	<ul style="list-style-type: none"> • Four new topics viz Blue Revolution, Digital India, GST, Great Invention were suggested to be incorporated for Wall Magazine 	<ul style="list-style-type: none"> • Notice and schedule was circulated to inform the changes
7. Annual Cultural and Sports meet	<ul style="list-style-type: none"> • Conduction of Sports Day in the month of February was decided • Conduction of Annual Day in the 	<ul style="list-style-type: none"> • Sports Day was successfully celebrated on 16th and 17th February 2018.

	month of March was decided	<ul style="list-style-type: none"> Annual Day was successfully celebrated on 26th and 27th March 2018.
8. Institutional Uniqueness	<ul style="list-style-type: none"> Registration for NIRF, ISO was suggested 	<ul style="list-style-type: none"> Registration for NIRF, ISO is under process
9. Best Practices	<ul style="list-style-type: none"> Free health check up for students was suggested A review of maintenance of Eco-friendly campus was suggested Meritorious Students were proposed to be awarded 	<ul style="list-style-type: none"> Total 77 students have undergone free health check up Regular reviewing has been done and is recorded in activity register Total 41 students have been awarded during Annual Meet
10. Feedback Forms	<ul style="list-style-type: none"> Analysis Report of feedback taken was suggested 	<ul style="list-style-type: none"> Report has been found under preparation
11. Monitoring	<ul style="list-style-type: none"> Monitoring safe drinking water by external agency was suggested. Monitoring of Biometric and CCTV cameras were suggested 	<ul style="list-style-type: none"> Aqua Safe Company cleaned the water tank and analyzed the drinking water quality. Repair and maintenance of laboratory equipments has been done wherever needed
12. Audit	<ul style="list-style-type: none"> Academic and Financial Audit was proposed 	<ul style="list-style-type: none"> Under Process


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