

MEETING HELD ON APRIL 14 2017

The meeting of Internal Quality Assurance cell was held on 14-04-2017 at 11 am at Principal Chamber to discuss the following agenda.






- 1) The proceeding of the previous meeting were approved.
- 2) The plan of Action pertain to workshop on plastic reduce, recycle and reuse. Dos and Dont's tentatively to be organized in the last week of July 2018.
- 3) For overall quality improvement the meeting laid great emphasis on skill development and ecofriendly environment of the college campus, for that committee decided to celebrate the green calendar every year for creating awareness about each issue related to environment and health. Every year different important days were observed and observing.
- 4) Vermiculture unit have to be established by the Dept. Of Zoology & Biotechnology.
- 5) It is decided that MOU are going to be signed with various college.
- 6) Handicrafts exhibition cum sale has been organized by the IQAC and it is going to be organized every month.

Ad-On courses permission grant have to be taken from management.

- 7) Criteria wise committees are formed for the NAAC preparation.

The meeting came to end with a vote of thanks by Dr. Kaneez Fatima Coordinator IQAC.

The following members were attended the meeting.

- | | | | |
|-----------------------|---|-------------|---|
| 1) Dr. Zeba Parveen | - | Chairperson | |
| 2) Dr. Kaneez Fatima | - | Coordinator |  |
| 3) Dr. Nayyar Jahan | - | Member |  |
| 4) Mrs. Shabana Begum | - | Member |  |
| 5) Dr. B. Jyoti | - | Member |  |
| 6) Dr. Asma Tabassum | - | Member |  |


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MEETING HELD ON 04th JANUARY 2018 2018

A meeting is convened by the IQAC unit of the college on 4th January 2018 at 11:30am.

- 1) The proceeding of the previous meeting were approved.
- 2) NAAC criterias preparations discussed according to new methodology.
- 3) Short term courses, value added courses and Ad-On courses have to be start for the year.

The courses like English Vocubalory course, Yoga short term course, Health and Nutrition and Fundamentals of Measurement, permission for the year 2019, syllabus have to be discussed.

- 4) Applying for the NAAC conference have to be discuses.
- 5) IQAC organizing dental checkup for the student by the Alumni Association.

The meeting came to end with vote of thanks by Dr. Kaneez Co-ordinator IQAC.

The following members were attended the meeting.

- | | | | |
|-----------------------|---|-------------|-----|
| 1) Dr. Zeba Parveen | - | Chairperson | |
| 2) Dr. Kaneez Fatima | - | Coordinator | KPA |
| 3) Dr. Nayyar Jahan | - | Member | |
| 4) Mrs. Shabana Begum | - | Member | |
| 5) Dr. B. Jyoti | - | Member | |
| 6) Dr. Asma Tabassum | - | Member | |


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MEETING HELD ON 08th JANUARY 2019

A meeting of Internal Quality Assurance Cell was held on 8th January 2019 at 11:30am at Principals chamber to discuss the following agenda.

- 1) The meeting convened with welcome speech by Dr. Zeba Parveen chairperson of IQAC and IQAC plan of Action was presented by Dr. Kaneez Fatima IQAC Coordinator for the year 2019.
- 2) The proceeding of the previous meeting were approved.
- 3) New addition of college magazine work is completed.
Ad-On course C-Programming have to start in the year 2018-19
- 4) All the activities of IQAC, workshop on plastic (Yearly), Green Calendar events for whole year, Exhibition of handicrafts, Special lectures, teaching plan, Best Practices, Innovations of the college etc have to be discussed and finalize the dates of the year 2019.
- 5) NAAC work under process according to new criteria's with new methodology.
- 6) Women's day celebrations have to be organize on 8th March 2019.
- 7) IQAC organizing dental checkup for the students on 20 March 2019.
- 8) Construction of two toilets at Hirapur Villages by the staff members have to done.
- 9) MOU's are going to be signed with SB College, Falak Creations, My City online and Good jobs.

The following members were attended the meeting.

- | | | | |
|-----------------------|---|-------------|--|
| 1) Dr. Zeba Parveen | - | Chairperson | |
| 2) Dr. Kaneez Fatima | - | Coordinator |  |
| 3) Dr. Nayyar Jahan | - | Member |  |
| 4) Mrs. Shabana Begum | - | Member |  |
| 5) Dr. B. Jyoti | - | Member |  |
| 6) Dr. Asma Tabassum | - | Member |  |


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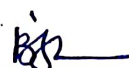

MEETING HELD ON 25th JUNE 2019

A meeting of Internal Quality Assurance Cell was held on 25th June 2019 at 12:30am at Principals chamber to discuss the following agenda.

- 1) The meeting convened with welcome speech by Dr. Zeba Parveen chairperson of IQAC and conveyed the message about college magazine awarded with IInd Prize at University level on 21st June 2019. Madam congratulate the publishing committee and all staff members.
- 2) All the staff members are informed and updated about the NAAC criteria's and forth coming IIIrd Cycle of Accreditation.
- 3) It was decided in the meeting that One day workshop for Teaching and Non teaching staff is going to be organized for the year 2019 on 3rd and 9th July respectively.
- 4) Many more certificate courses may included for the students by different departments.
- 5) Khaja Bandanawaz Teaching cell have to establish by the Bi Bi Raza Degree College IQAC.
- 6) Setup of Incubation centre for vermiculture and Blood Donation by Staff and students (Any time call by the KBN Hospital)
- 7) Workshop for Non-Teaching Staff have to be organize on 18th July.

The meeting came to end with vote of thanks by Dr. Kaneez Fatima Cordinator IQAC.

The following members were attended the meeting.

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|------------------------|---|-------------|--|
| 1) Dr. Zeba Parveen | - | Chairperson | |
| 2) Dr. Kaneez Fatima | - | Coordinator |  |
| 3) Dr. Nayyar Jahan | - | Member |  |
| 4) Mrs. Shabana Begum- | - | Member |  |
| 5) Dr. B. Jyoti | - | Member |  |
| 6) Dr. Asma Tabassum | - | Member |  |


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MEETING HELD ON 18th SEPT 2019

A meeting of Internal Quality Assurance Cell was held on 18th September 2019 at 11⁰⁰ clock at Principals chamber to discuss the following agenda.

- 1) The meeting convened with welcome speech by Dr. Zeba Parveen chairperson of IQAC and IQAC coordinator Dr. Kaneez Fatima briefed about the NAAC work.
- 2) Confirm and read the minutes of the proceeding of Past meeting.
- 3) The decision for celebrating Gandhi Jayanti with the Walkathon of students and Staff on 2nd October was decided.
- 4) Three groups were formed one for Swatch Bharat Abhiyan (Swachhata hi Seva Campaign) First group joined the Walkathon from College to College Circle.
- 5) Second group were formed for Fit India Movement for this event Fruits and nutritious food(Multigrain Flour) will be distributed in the Hospital for patients.
- 6) Third group were formed for beat plastic, plastic free campus, surrounding area of college, students will visits the different places and create the awareness.
- 7) Handicraft Exhibition is going to be organized in the first week of October 2019.
- 8) All the staff members attended the meeting and discussed about the events are going to be organized on 2nd October 2019.
- 9) MOU's are going to signed with Redilits, Govt. First Grade College, Raichur.

The following members were attended the meeting.

- | | | |
|-------------------------|---|-------------|
| 1) Dr. Zeba Parveen | - | Chairperson |
| 2) Dr. Kaneez Fatima | - | Coordinator |
| 3) Mrs. Shabana Begum | - | Member |
| 4) Dr. Nayyar Jahan | - | Member |
| 5) Dr. B. Jyoti | - | Member |
| 6) Dr. Asma Tabassum | - | Member |
| 7) Mrs. Shaheen Sultana | - | Librarian |
| 8) Dr. Ishrat Jahan | - | Lecturer |
| 9) Dr. Afshan Begum | - | Lecturer |
| 10) Dr. Raisa Begum | - | Lecturer |
| 11) Dr. Ruksana Sultana | - | Lecturer |
| 12) Dr. Nasreen Begum | - | Lecturer |
| 13) Dr. Jahan Ara | - | Lecturer |
| 14) Mrs. Nasreen | - | Lecturer |
| 15) Mrs. Afroz | - | Lecturer |
| 16) Miss Akbari | - | Lecturer |



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MEETING HELD ON 25th OCTOBER 2019

The meeting of IQAC was convened in Principal's Chamber on 26-10-2019 at 12 "O" Clock.

- 1) The meeting begun with the approval of the proceeding of previous meeting.
- 2) Gandhi Jayanti was celebrated with great enthusiasm activity for Gandhi Jayanti was Walkathon of students and staff from Bi Bi Raza Degree College to Khaja Bandanawaz Hospital nearly 6km to create the awareness about the cleanliness and about the Swatch Bharat Abhiyan (Swachhata hi Seva Campaign)
- 3) On same day one of the group was involved in Fit India Movement for this event distribution of fruits and nutritious multigrain flour were distributed in the KBN Hospital.
- 4) AQAR work was discussed among the principal and staff according to new guidelines. More importance to be given for the improvement of college campus and examination work.
- 5) Review of Academic activities, exams, results and action plan for improvement in the college.
- 6) It is informed to all the staff members about the plastic free campus, in the college, area around the college and near by places, group of students selected and worked on this issue.
- 7) Ad-On course have to start for the academic year 2020-21.

The following members were attended the meeting.

- | | | |
|-----------------------|---|-------------|
| 1) Dr. Zeba Parveen | - | Chairperson |
| 2) Dr. Kaneez Fatima | - | Coordinator |
| 3) Dr. Nayyar Jahan | - | Member |
| 4) Mrs. Shabana Begum | - | Member |
| 5) Dr. B. Jyoti | - | Member |
| 6) Dr. Asma Tabassum | - | Member |


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MEETING HELD ON 11th APRIL 2020

The meeting of IQAC was held on 11th April 2020. The meeting held on line with the Zoom App the inconvenience due to the Covid-19 lockdown.

- 1) The agenda for meeting was to conduct the on line classes and handle the situation during pandemic conditions.
- 2) For students it was suggested to conduct Essay Writing competition on the topic. Webinars have to be conducted for the students.
- 3) During meeting it is decided to distribute the mask and sanitizer among the common people and create the awareness about the importance of hygiene and sanitizing and be safe with the mask.

The awareness is propagated through the students of Bi Bi Raza Degree college around the college campus.

- 4) At the meeting it was felt that to seek the involvement about the online classes for students the parent meeting need to be conducted for using of smart phone and they should arrange for the same for their words to smooth conduct of classes.
- 5) Vaccination have to be given for students and people around.

All the staff members were present in the online meeting through Zoom App and all agreed with the Agenda of the meeting during pandemic conditions.

The following staff members were present in the meeting with chairperson.

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|-----------------------|---|-------------|
| 1) Dr. Zeba Parveen | - | Chairperson |
| 2) Dr. Kaneez Fatima | - | Coordinator |
| 3) Dr. Nayyar Jahan | - | Member |
| 4) Mrs. Shabana Begum | - | Member |
| 5) Dr. B. Jyoti | - | Member |
| 6) Dr. Asma Tabassum | - | Member |

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MEETING HELD ON 24th SEPTEMBER 2020

The meeting of Internal Quality Assurance cell was held on 24th September 2020 at 12.30pm at principals chamber to discuss the following agenda.

- 1) The meeting convened with well come speech by Dr. Zeba Parveen Chairperson of IQAC and IQAC coordinator Dr. Kaneez Fatima briefed about the AQAR report submission of 2018-19.
- 2) Confirm and read the minutes of proceeding of last meeting.
- 3) Informed about the successful submission of AQAR report of 2018-19, and forwarding the letter to NAAC through HEI portal regarding extension of RAR for third cycle submission.
- 4) All the staff members were informed about the submission of details for preparation of AQAR report for the year 2019-20.
- 5) Chairperson suggested for the webinar for Alumni on the topic "Role of Alumni in College development".
- 6) Inclusion of students for the SSS for the year 2019-20, and record have to be maintained in the graphical manner.
- 7) All the members and chairperson of the IQAC committee were present in the meeting.

The following staff members were present in the meeting with chairperson.

- | | | |
|------------------------|---|-------------|
| 1) Dr. Zeba Parveen | - | Chairperson |
| 2) Dr. Kaneez Fatima | - | Coordinator |
| 3) Dr. Nayyar Jahan | - | Member |
| 4) Mrs. Shabana Begum- | - | Member |
| 5) Dr. B. Jyoti | - | Member |
| 6) Dr. Asma Tabassum | - | Member |
| 7) Mrs. Wahaja Muneera | - | Member |

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MEETING HELD ON 6th MARCH 2021

- 1) The meeting convened with well come speech by Dr. Zeba Parveen Chairperson of IQAC and IQAC coordinator Dr. Kaneez Fatima readout the Agenda of meeting.
- 2) Review of minutes of IQAC meeting and subsequent action taken.
- 3) Review of Academic result and Action plan for improvement of results for all department.
- 4) Resources and infrastructure requirement for addition of new ad-on courses.
- 5) Review of feedback from all stakeholders, students, patents, Alumni and Employer.
- 6) Review of Library books digitalization, issue and return procedures.
- 7) Review of Industry Institute Interaction and waste plastic dispose off at plastic industry.
- 8) E-AQAR submission and difficulties.
- 9) Any other point with permission from the chair.
- 10) Discuss about the publication of papers in Magazine.

All the members and chairperson of the IQAC were present in the meeting.

The following staff members were present in the meeting with chairperson.

- | | | | |
|-----------------------|---|-------------|--|
| 1) Dr. Zeba Parveen | - | Chairperson | |
| 2) Dr. Kaneez Fatima | - | Coordinator |  |
| 3) Mrs. Shabana Begum | - | Member |  |
| 4) Dr. B. Jyoti | - | Member |  |
| 5) Dr. Nayyar Jahan | - | Member |  |
| 6) Dr. Asma Tabassum | - | Member |  |


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INTERNAL QUALITY ASSURANCE CELL MEETING HELD ON
7th MAY 2021

- 1) The meeting held online with the Zoom App. Inconvenience due to Covid-19 lockdown.
- 2) The agenda of meeting is to discuss about the online classes, difficulties of the students, for Online Classes.
- 3) The chairperson directed the staff members for online faculty development programme, workshop, seminars conducted & online for attending.
- 4) In the meeting it was decided to conduct online programmes according to green calendar like, wetland day, world environment day, science day, water day etc.
- 5) During the crisis period of pandemic the students of the college were given consistent counselling under the guidance of staff, counselling cell in association with IQAC.
- 6) IQAC have to conducted workshop for LMS (Basics and advanced level) training during lockdown period (Online Training)
- 7) NAAC work under progress for all criteria's, paper work for different activities and uploaded in the website time to time is directed by the principal to all the staff members.
- 8) Current status and perspective plan for the development of the college administration with quality initiative.
- 9) Review of Academic activities, results & action plan for improvement.

All the members and chairperson of the IQAC were present in the meeting.

The following staff members were present in the meeting with chairperson.

- | | | | |
|-----------------------|---|-------------|--|
| 1) Dr. Zeba Parveen | - | Chairperson | |
| 2) Dr. Kaneez Fatima | - | Coordinator |  |
| 3) Mrs. Shabana Begum | - | Member |  |
| 4) Dr. B. Jyoti | - | Member |  |
| 5) Dr. Nayyar Jahan | - | Member |  |
| 6) Dr. Asma Tabassum | - | Member |  |


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COMPLIANCE OF PROCEEDING OF IQAC MEETINGS HELD ON 14-04-2017

Compliance of Item No.- 1

- 1) Two days workshop on plastic reduce, recycle and reuse was organized in the college in the month of August 2017.

Compliance of Item No.- 2

- 2) Events comes under green calendar celebrated through out the year 2017 for creating awareness about environment.

Compliance of Item No.- 3

- 3) Vermiculture unit established in the campus.

Compliance of Item No.- 4

- 4) MOU's are signed by the
 - 1) V.G Women's College, Kalaburagi
 - 2) National College, Kalaburagi
 - 3) Al-Sharay College, Kalaburagi

Compliance of Item No.- 5

- 5) Handicraft exhibition & Sale was organized in the month of June 2018.

Compliance of Item No.- 6

- 6) Ad-On courses started in the academic year 17-18
 - 1) Food-and Nutrition
 - 2) Fundamentals of measurement
 - 3) Yoga
 - 4) Deeniyat


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COMPLIANCE OF PROCEEDING OF IQAC MEETINGS HELD ON 04-01-2018

Compliance of Item No.- 1

- 1) AQAR preparation started according to new criteria.

Compliance of Item No.- 2

- 2) Ad-On course started for English Vocabulary.

Compliance of Item No.- 3

- 3) Dental checkup done for the students in the month of Feb 2019.



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COMPLIANCE OF PROCEEDING OF IQAC MEETINGS HELD ON 08-01-2019

Compliance of Item No.- 1

- 1) New-addition of College magazine published for the year 18-19 college received IInd Prize from Karnataka State women's University for College Magazine.

Compliance of Item No.- 2

- 2) Ad-On course C-Programming started for the academic year 2018-19

Compliance of Item No.- 3

- 3) Women's day celebrated on 8th March 2019.

Compliance of Item No.- 4

- 4) Construction of two toilets was completed at the Hirapur Village by the Staff member of College in the academic 2018-19

Compliance of Item No.- 5

- 5) MOU's was signed with
 - 1) S.B. College, Kalaburagi
 - 2) Falak Creation
 - 3) My city Online
 - 4) Good Jobs


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COMPLIANCE OF PROCEEDING OF IQAC MEETINGS HELD ON 25-06-2019

Compliance of Item No.- 1

- 1) One day workshop organized for teaching staff to learn the new techniques in education (Awareness about ICT)

Compliance of Item No.- 2

- 2) One day workshop organized for Non-Teaching staff also to get updated according to New Techniques.

Compliance of Item No.- 3

- 3) Add-On course started by the Dept. of Sociology in Human Rights.

Compliance of Item No.- 4

- 4) Khaja Bandanawaz Teaching Cell got established in the year 2019-20, and organizes different activities related to teaching of Khaja Bandanawaz.

Compliance of Item No.- 5

- 5) Through Incubation Center of Vermiculture training was given to common public about the vermicomposit.

Compliance of Item No.- 6

- 6) Blood donation done by the staff & students with the calls from KBN Hospital.


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COMPLIANCE OF PROCEEDING OF IQAC MEETINGS HELD ON 28-09-2019

Compliance of Item No.- 1

- 1) Successfully walkathon was organized by staff and students of College on the occasion of Gandhi Jayanti.

Compliance of Item No.- 2

- 2) On the 2nd Oct for Fit India movement the Fruits and Nutritious Food (Multigrass flour) distributed in the hospital for patients.

Compliance of Item No.- 3

- 3) One of the group worked for the beat plastic, plastic free campus and create the awareness in the surrounding area of college.

Compliance of Item No.- 4

- 4) Handicraft exhibition organize successfully in the month of Oct. 2019.

Compliance of Item No.- 5

- 5) One more MOU was signed with the Pedilite India and Govt. First Grade college, Raichur.

COMPLIANCE OF PROCEEDING OF IQAC ONLINE MEETING HELD ON 11-04-2020

Compliance of Item No.- 1

- 1) All the staff members conduct the classes online through Zoom App.

Compliance of Item No.- 2

- 2) Essay writing competition on the topic was organized for the students of the college.

Compliance of Item No.- 3

- 3) Students with the safety measures distribute the Mask and Sanitizer among the common people around the college, in the month of June.

Compliance of Item No.- 4

- 4) Vaccination drive was organized in the college campus for staff, students and People around college.

Compliance of Item No.- 5

- 5) On 6th June 2020 Webinar was organized on the topic "BIODIVERSITY"


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COMPLIANCE OF PROCEEDING OF IQAC MEETING HELD ON 24-09-2020

Compliance of Item No.- 1

- 1) Successful submission of AQAR report of 2018-19.

Compliance of Item No.- 2

- 2) Due to lockdown for Covid-19 one letter forwarded to NAAC through HEI Portal regarding extension of date for third cycle.

Compliance of Item No.- 3

- 3) Work started by all the staff member for AQAR report year 2019-20.

Compliance of Item No.- 4

- 4) One webinar was organized for Alumni on the topic "Role of Alumni in College development"



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COMPLIANCE OF PROCEEDING OF IQAC MEETING HELD ON 06-03-2021

Compliance of Item No.- 1

- 1) New Ad-On course started from the Dept. of Urdu.

Compliance of Item No.- 2

- 2) Digitalization of Library books process is done nearly 70% and 30% is under process.

Compliance of Item No.- 3

- 3) Industry, Institute, Interaction was completed in the month of April 2021, waste plastic deposited by the student at Reuse of Plastic industry.

Compliance of Item No.- 4

- 4) Most of the staff published the research paper in International and National Magazines.

Compliance of Item No.- 5

- 5) All most all the staff members attended the Webinars.



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COMPLIANCE OF PROCEEDING OF IQAC MEETING HELD ON 07-05-2021

Compliance of Item No.- 1

- 1) Many staff members attend Faculty development programme online.

Compliance of Item No.- 2

- 2) Events comes under green calendar also conducted online.

Compliance of Item No.- 3

- 3) Counseling cell were given counseling to the students during the period of pandemic.

Compliance of Item No.- 4

- 4) Work-shop for LMS (Basic and advanced level) was conducted (Online training) for teaching & Non-teaching staff.

Compliance of Item No.- 5

- 5) Prospective plan was made for the development of the college administration with quality Initiatives.


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COMPLIANCE OF PROCEEDING OF IQAC MEETING HELD ON 16-01-2021

Compliance of Item No.- 1

- 1) AQAR submitted successfully on NAAC website in the month of Oct. 2021.

Compliance of Item No.- 2

- 2) NEP implemented and work shop for staff and students organized successfully.

Compliance of Item No.- 3

- 3) Feedback forms from students, Alumnis staff and Employs collected through google form and process completed.

Compliance of Item No.- 4

- 4) NAAC- data collected from all the department and uploaded in the website.

Compliance of Item No.- 5

- 5) Students and staff with the collaborated of HCG Hospital join for walkathon to create awareness about Breast cancer.


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COMPLIANCE OF PROCEEDING OF IQAC MEETING HELD ON 15-03-2022

Compliance of Item No.- 1

- 1) Research publications of all the staff members revived from last 5 years.

Compliance of Item No.- 2

- 2) Academic activities, results and action plan was revived.

Compliance of Item No.- 3

- 3) Major achievements, students satisfaction survey, Feedback from students, Alumni and staff revived.

Compliance of Item No.- 4

- 4) IIQA and SSR Submission status and difficulties discussed and solutions was found.

Compliance of Item No.- 5

- 5) IQAC completes to conduct various activities comes under different criteria's, like special lectures under career guidance, Gender sensitization, etc.


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