



**OFFICE OF THE PRINCIPAL,  
INDIRA GANDHI GOVT ARTS AND COMMERE COLLEGE**

**VAISHALI NAGAR, BHILAI, DIST- DURG (C.G.) 490023**

**ACCREDITED WITH GRADE 'B+' (2.67 CGPA) BY NAAC, BANGALORE**

Phone No. 0788-2280806, [Email.id-govt.collegevaishalinagar@gmail.com](mailto:Email.id-govt.collegevaishalinagar@gmail.com) Website-[www.iggecv.com](http://www.iggecv.com)


Vaishali Nagar Dated 22-01-2020

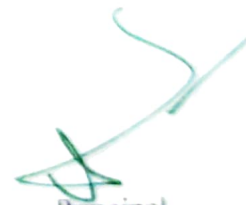
**Notice**

All the faculty members and Internal Quality Assurance Cell (IQAC) committee are hereby informed that the Meeting of the Internal Quality Assurance Cell is scheduled to be held on 02-02-2020 at 03:00 pm in the Principal Chamber of the Institute. You are therefore requested to kindly attend the meeting.

**Agenda:**

- 1. NAAC Preparation**
- 2. Discussion on updating College Website**


  
Internal Quality Assurance Cell (IQAC)-Coordinator


  
Principal  
Govt. Indra Gandhi P.G. College,  
Vaishali Nagar Bhilai

## IQAC Meeting Minutes

IQAC meeting was convened on 02 Feb 2020. The meeting was chaired by Principal Ma'am Dr. (Smt.) Alka Meshram. The following suggestions were recommended

1. The best practices and green practices must be focused and updated in a college webpage
2. All the documents should be prepared in advance before submission in NAAC portal
3. The size of the file that needs to be uploaded must be max 5 mb
4. The strength of students mentioned in all documents must be similar
5. Students must be trained to open email account

  
Dr. Sukha Shrivastava  
(IQAC co-ordinator)

  
Principal  
Govt. Indra Gandhi P.G. College  
Vishali Nagar Bhitai




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Vaishali Nagar Dated 28-02-2020

**Notice**

All the faculty members and Internal Quality Assurance Cell (IQAC) committee are hereby informed that the Meeting of the Internal Quality Assurance Cell is scheduled to be held on 06-03-2020 at 12:00 pm in the Principal Chamber of the Institute. You are therefore requested to kindly attend the meeting.

**Agenda:**

- 1. Training Program for Non Teaching Staff**
- 2. Preparation for conducting Annual Exam**

Internal Quality Assurance Cell (IQAC)-Coordinator

Principal  
Principal

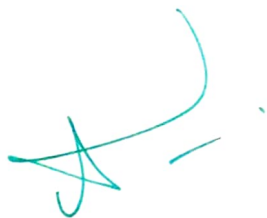
**Govt. Indra Gandhi P.G. College,  
Vishali Nagar Bhilai**

### IQAC Meeting Minutes

IQAC meeting was convened on 06th March 2020. The meeting was chaired by Principal Ma'am Dr. (Smt.) Alka Meshram. The following suggestions were recommended

- 1. The name of the college to be written in any document needs to be similar
- 2. The scholarship scheme of the college should be renamed as Scholarship Bureau
- 3. The non teaching staff was encouraged for team work so that examination could be conducted smoothly.
- 4. For any technical queries student helpline needs to be set up regarding exam.
- 5. Training programme need to be conducted for non teaching staff
- 6. Academic calendar needs to be prepared by each department.

*In.*  
Dr. Shikha Shivastava  
(IQAC Coordinator)



Principal  
Govt. Indra Gandhi P.G. College  
Vishali Nagar Bhilai

*Shikha Shivastava*  
*Alka Meshram*  
*R.*  
*In*  
*Nalini*  
*Shk*  
*Smita*  
*Mamta*  
*43*  
*Shk*  
*Shk*  
*Kenakshi*



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Vaishali Nagar Dated 06-03-2020

**Notice**

All the faculty members and Internal Quality Assurance Cell (IQAC) committee are hereby informed that the Meeting of the Internal Quality Assurance Cell is scheduled to be held on 07-03-2020 at 04:00 pm in the Principal Chamber of the Institute. You are therefore requested to kindly attend the meeting.

**Agenda:**

- 1. Faculty Development Programme and VIGYAN PRASAR**
- 2. Submission of Internal exam / Practical Exam marks online.**

Internal Quality Assurance Cell (IQAC)-Coordinator


Principal  
**Principal**  
**Govt. Indra Gandhi P.G. College**  
**Vishali Nagar Bhilai**













## IQAC Meeting Minutes

IQAC meeting was convened on 07th March 2020. The meeting was chaired by Principal Ma'am Dr. (Smt.) Alka Meshram. The following suggestions were recommended

1. The college webpage needs to be updated on regular basis
2. All the faculties were encouraged to enroll online Faculty Development Programme organized by MOOC's SWAYAM.
3. The faculties must enter marks on online portal for all the conducted practical exams and send all the foil counter foil copies to the university duly signed by principal ma'am.
4. Ma'am also encouraged all the faculties to register in online VIGYAN PRASAR and Sodhganga.
5. Principal ma'am also suggested to start a scholar club.

*Dr.*  
Dr. Shikha Shivarkar  
(IQAC coordinator)

  
Principal  
Govt. Indra Gandhi P.G. College  
Vishali Nagar Bhitai



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Vaishali Nagar Dated 12-06-2020

**Notice**

All the faculty members and Internal Quality Assurance Cell (IQAC) committee are hereby informed that the Meeting of the Internal Quality Assurance Cell is scheduled to be held on 24-06-2020 at 11:00 am in the Principal Chamber of the Institute. You are therefore requested to kindly attend the meeting.

**Agenda:**

- 1. Proposal for conducting Webinar**
- 3. To conduct Workshop**
- 4. Social help with respect to COVID-19**

Internal Quality Assurance Cell (IQAC)-Coordinator

Principal  
Principal

**Govt. Indra Gandhi P.G. College  
Vishali Nagar Bhilai**

## IQAC Meeting Minutes

IQAC meeting was convened on 24th June 2020. The meeting was chaired by Principal Ma'am Dr. (Smt.) Alka Meshram. The following suggestions were recommended

1. All the departmental activities should be mentioned in the college web portal
2. The feedback of the students should be done through email and all the students must be trained to open email account.
3. Principal ma'am suggested to conduct a webinar and asked to form a webinar committee.
4. The college webpage needs to be updated in both English and Hindi languages. Faculty should upload all the online classes in the college web portal and encourage students to utilize online knowledge platform. The name of the students needs to be uploaded in the college web portal.
5. Principal ma'am also suggested to form a legal cell.
6. Workshop organization by English/ Home science department on self motivation
7. Principal ma'am encouraged all the faculties for social help with respect to COVID-19.

*Dr. Shikha Shrivastava*  
(IQAC Coordinator)

*Principal*  
Govt. Indra Gandhi P.G. College  
Vishali, Nagpur

*[Signature]*

*[Signatures]*  
Neels  
Kumar  
Heenakshi