



GANGA DEVI MAHILA MAHAVIDYALAYA

NAAC accredited grade 'B'
Lohiya Nagar, Kankarbagh, Patna
A constituent unit of Patliputra University, Patna



INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF THE MEETING

A meeting of the Internal Quality assurance cell (IQAC) of the college was held on Monday, 27 June 2022 at 1 pm in the conference room of the college. The primary agenda was to discuss the commencement of PG courses, formation of academic calendar and teaching- learning plan.

Following points were made:

1. Health Centre of GDMM served as Covid 19 vaccine centre.
2. As Patliputra University has sanctioned 30 seats each in PG course of Botany, Zoology, Home Science, History, English and Sociology in our college, we are gearing up for the same.
 - a. The syllabus was downloaded and distributed to the concerned departments. They are directed to distribute the topics as per interest and expertise of teachers.
 - b. More focus should be given on research now.
 - c. List of requirements should be submitted to the Principal/Bursar by each department for smooth running of PG courses.
 - d. Commencement of PG courses will be advertised so that more and more people can get benefitted.
3. English department was encouraged to finalize and publish their book in which chapters are contributed by students. More such activities will be carried out in future.
4. Routines of departments to be updated as many teachers have retired and new courses have started.
5. Mentor-mentee system has to be followed in both UG and PG courses. Remedial classes and advanced classes to be organized as and when necessary.
6. Alumni Cell has to collect data of students who are pursuing higher education. They may coordinate with different departments and device a way to collect data.
7. Placement cell is directed to arrange more career oriented programs.

8. Academic calendar will be prepared in line with the university calendar.
9. Keeping feedback of previous year in mind, more practical classes will be taken and smart classes, animation videos will further be incorporated in studies.
10. Departments must convey the PO, PSO and CO to their students during Introduction class/ Induction program.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF THE MEETING

A meeting of the Internal Quality assurance cell (IQAC) of the college was held on Monday, 17 October 2022 at 1 pm in the NAAC room of the college. The primary agenda was to discuss enhance teaching-learning, library facilities, focus on research, career and placement facilities.

Following points were made:

1. Departments are strictly adhering to the academic calendar.
2. Teaching-learning is continuously being improved:
 - a. Botany and Zoology departments are frequently carrying out ITC based classes and virtual labs of Govt of India
 - b. English department released the book edited by the teachers of the department and chapters contributed by the students.
 - c. University has provided the college an opportunity to host a “Shodh-Samman Shivir” which will be a good exposure for our students in the area of research.
 - d. The exhibition on “Tribal movement in Bihar” in collaboration with Bihar States Archives by History department inculcated an interest in students to explore more such topics.
3. Library is automated. Some of the books are yet to be entered in the system. Library committee is directed to complete the process as soon as possible and students will be motivated to access the available resources. PG departments should start working towards maintain their own library.
4. Class tests/ CIA to be taken on prescribed time and based on the performance of students, dynamic mentor-mentee system should be followed.
5. NSS and NCC should regularly carry out extension and outreach activities and involve more and more students. State level painting competition organized in GDMM in collaboration with BSACS was a huge success.
6. The placement Cell organized a few personality development programs and a

placement drive which benefitted students. Frequency of these programs should be increased.

7. Taekwondo training is going on successfully. Student participation is good. PPU Inter-college taekwondo competition will be hosted by us. Sports coordinator is directed to be prepared for the same.
8. PG Internal Exam pattern was discussed with teachers and CIA will be taken accordingly.
9. In NEP, constitution and culture preservation has been given due importance:
 - a. Lokgeet competition was organized to celebrate linguistic richness of Bihar.
 - b. Constitution Day will be celebrated.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF THE MEETING

A meeting of the Internal Quality assurance cell (IQAC) of the college was held on Sunday, 08 January 2023 at 2 pm in the NAAC room of the college. The primary agenda was to discuss SSR & IIQA submission, Sports week, focus on research, Health awareness.

Following points were made:

1. AQAR for last 5 sessions, 2017-2022 has been filled and accepted.
2. The next step is to fill IIQA and prepare SSR.
3. Dr. Bhavya Jha (IQAC Coordinator) and Mrs. Sweta Gupta (NAAC Coordinator) have attended a workshop at Chandragupta Institute which was organized by the state government.
4. The committee was distributed with work to compile data for each criterion for last 5 years.
5. Botanical gardens will be upgraded. More plants will be added to the area.
6. Many teachers of GDMM have been selected as Ph.D. supervisors for the students who have completed their course work in December. The college will make all the available resources accessible to them. It can also be used as a learning & exposure opportunity for PG students.
7. Sports week is to be organized in near future. Dr. Bidhu Bala & Dr. Rachna Jaiswal were given the responsibility to carry out the same with others help.
8. Women health is one of our major focus. BSACS programs must have participation from us.
9. A series of mental health awareness talks/counselling sessions will be started soon.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF THE MEETING

A meeting of the Internal Quality assurance cell (IQAC) of the college was held on Monday, 22 May 2023 at 1:30 pm in the NAAC room of the college. The primary agenda was to discuss CBCS 4 year UG course, orientation of teachers, syllabus, feedback.

Following points were made:

1. In accordance with NEP 2020, 4 years UG course has been implemented in the Universities of Bihar.
2. The new syllabus according to 4 year CBCS system is available on the University website. All the departments are directed to go through it.
3. A meeting of teachers will be called soon to discuss & orient them about the new syllabus and teaching plan. They are encouraged to do FDP/Workshops on NEP 2020.
4. Syllabus distribution will be done by individual departments. Major, minor & multidisciplinary courses will be managed by concerned department.
5. For SEC, VAC & AEC it will be decided in the meeting that who will teach specific courses. Teacher interests and expertise will be considered.
6. Routine In-charge is directed to incorporate new courses.
7. 75% attendance will strictly be adhered.
8. The feedback collected for this session will be analyzed and a plan for next session will be laid out.
9. An academic calendar, as per university's direction will be prepared soon.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT 2022-23

Following actions were taken:

1. College health Centre was made Covid 19 vaccination centre.
2. Six new PG courses in subject Botany, Zoology, Home Science, History, English and Sociology started in the college. B. Com. And B. LiS courses also commenced from session 22-23.
3. English department inaugurated a book titled 'Essays on Indian English Authors' on 19.07.2022 in which chapters are contributed by students.
4. Routines of departments updated as many teachers have retired and new courses have started.
5. Academic calendar of the college prepared in line with the university calendar.
6. On 26.07.2022 ICPR Seminar was organized by Philosophy Department in which renowned academicians gathered and shared their vision.
7. A three-month certificate course in Nutrition was conducted by Department of Home Science in collaboration with Vidya Diet Clinic from 1.08.2022 to 1.11.2022.
8. An exhibition on "Tribal movement in Bihar" in collaboration with Bihar States Archives was organized by the History department on 12.9.2022.
9. The placement Cell personality development programs and a placement drive with Hindustan Unilever on 16.09.2022 which benefitted many students.
10. IQAC took measures to enhance the use of e-resources, virtual labs etc. for more effective teaching and learning.
11. College hosted a "Shodh-Samman Shivir" on 21.10.2022 which was good exposure for our students in the area of research.
12. Self-appraisal reports of the faculty members were collected and forwarded to the University.
13. Induction program was organized on 20.10.2022 for new students and the students were made acquainted with the rules and regulations of the college, Code of conduct

etc. Respective departments introduced PO, PSO and CO to their students during Introduction class.

14. An Academic audit was conducted by IQAC of GDMM.
15. Daily reports of the classes conducted by the respective departments were collected and sent to university.
16. Library automation work was completed.
17. Dynamic mentor-mentee system followed by all the departments in the college.
18. NSS and NCC regularly carried out many extension and outreach activities like Deaddiction drive, Plantation Drive, Cleanliness drive etc. and involved more and more students. State level painting competition organized in GDMM in collaboration with BSACS was a huge success.
19. Taekwondo training classes have started in the college under the guidance of an experienced trainer. Student participation is good.
20. Training on Communication skill and personality development by Times was conducted on 15.10.2022
21. One week training on On-campus employability skill was conducted by Nandi Foundation Mahindra Pride Classrooms from 18.10.22.
22. IQAC coordinated the participation of college in the NIRF ranking 2023.
23. GDMM hosted PPU Inter-college taekwondo tournament for both boys and girls from 17.12.2022 to 19.12.2022. The Vice Chancellor of the Patliputra University was the Guest of honor.
24. The first internal assessment of PG (CIA) Internal Exam pattern was discussed with teachers and CIA will be taken accordingly.
25. As in NEP, constitution and culture preservation has been given due importance, Hindi Diwas, Sanskrit Diwas Lok Geet competition etc. was organized in the college to celebrate linguistic richness of Bihar. Constitution Day was also celebrated.
26. Skill development program was organized by Nehru Yuva Kendra on 18.01.2023
27. AQAR for last 5 sessions, 2017-2022 has been filled and accepted.
28. Intercollege instrumental competition was organized at GDMM
29. Sports week was successfully organized in the college from 3.01.2023 to 9.01.2023 under the guidance of Dr. Bidhu Bala .
30. On 28.02.2023 food processing workshop was organized in collaboration with Nehru yuva kendra.
31. A series of mental health awareness talks/counselling sessions were organized for

Students.

32. Throughout the session health camps and health talks were organized regularly.
33. In accordance with NEP 2020, 4 years UG course has been implemented in the Universities of Bihar and to be started in our college. The College is prepared for this, Faculty members were encouraged to do FDP/Workshops on NEP 2020. Major, minor & multidisciplinary courses will be managed by concerned department and for SEC, VAC & AEC it will be decided in the meeting that who will teach specific courses. Teacher interests and expertise will be considered. Routine In-charge was directed to incorporate new courses.
34. Students were repeatedly made aware that 75% attendance is mandatory.
35. The feedback of Students, Faculties and Alumini was collected, analyzed and an action taken plan was laid out.

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