

# ANJUMAN GIRLS DEGREE COLLEGE OF ARTS

## अंजुमन गर्ल्स डिग्री कॉलेज ऑफ आर्ट्स

(अंजुमन हामी-ए-इस्लाम द्वारा संचालित)

सदर, नागपुर-440 001

:: हिन्दी माध्यम ::

M : 9403343745, Ph. : 0712-2543225 E-mail : anjumangdc@gmail.com Website : www.agdca.in

Ref. No. \_\_\_\_\_

Date : 05/08/2023

### Notice

The IQAC meeting is scheduled on 08/08/2023 at 01:30 PM in Principal Cabin.

### Agenda

1. Confirmation and Review of Minutes of fifth IQAC meeting held on 07/02/2023.
2. Action taken report of fifth IQAC meeting held on 07/02/2023.
3. As DVV was submitted, discussion regarding works to be carried out.
4. Review of the work of Rain Water harvesting and Compost fertilizer.
5. Maintenance of kitchen Garden by the Home Economics Dept.
6. Discussion regarding NAAC Peer team visit.
7. To take overview of preparation in infrastructure and maintenance.
8. Review of the NAAC related work.
9. Issues with the permission of the chair.

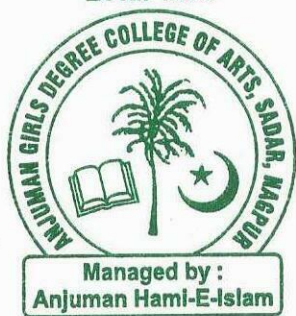
Everyone concerned are requested to make it convenient to attend the meeting.

  
IQAC COORDINATOR  
IQAC Coordinator  
Anjuman Girls Degree College of Arts  
Sadar Nagpur.

  
OFFICIATING PRINCIPAL  
Anjuman Girl's Degree College  
of Arts, Sadar, Nagpur

CC:

1. All Committee
2. Admin. Office



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E-mail : anjumangdc@gmail.com

Website : www.agdca.in

Ref. No. \_\_\_\_\_

Date : \_\_\_\_\_

### Minutes of Meeting

The chairman DR Anjum Ara occupied the chair and welcomed the members for first IQAC meeting. The following business was transacted in the meeting:

**Agenda 1:-**Confirmation and Review of Minutes of IQAC meeting held on 07/02/2023.

#### **Resolution:**

Through discussion was made, review is taken and Minuets of IQAC meeting held on 07/02/2023 were unanimously approved.

**Agenda 2:** Action taken report of 1<sup>st</sup> IQAC meeting held on 07/02/2023.

### Action Taken Report of fifth IQAC Meeting held on 07/02/2023

Sr. No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1	Submission of DVV	It was decided to submit DVV on 15/05/2023
2	Overview of SSS	SSS is going on, till date 40% students given response
3	Deciding Tentative Dates for NAAC	It was decided to give dates to NAAC in the month of November or December
4	Website Changes for DVV	Structure of NAAC page on website given to website service provider



**Agenda 3:** Review of DVV work submission is done and we got pre-qualified for NAAC peer team visit on 24<sup>th</sup> January 2023. Now we will pay the assessment fees and logistics fees and provide the dates.

**Resolution:** discussion was done as to how the work will be carried out to be prepared for NAAC Team visit. The dept. heads were given the responsibility to look through the different qualitative and quantitative works.

**Agenda 4:** Review of the work of Rain Water Harvesting and Composed fertilizer.

**Resolution:** The Dr Sunanda Bhaisare, HOD Sociology Dept was made responsible for the review of Rain water Harvesting and Compost Fertilizer and she had done it successfully.

**Agenda 5:** Maintenance of kitchen Garden by the Home Economics Dept.

**Resolution:** the HOD Home Economics dept. Dr. Shaheda Sheikh was given the responsibility of maintaining and looking after the Kitchen Garden.

**Agenda 6:**

Review of other NAAC related work .

**Resolution:** Discussion was done regarding other works to be carried out after the submission of DVV and prepare for Peer team visit.

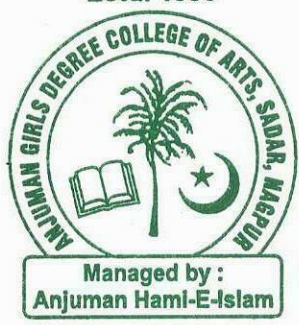
**Agenda 7:** Issue with the permission of the chair.

**Resolution:** As there were no issue to discuss meeting was concluded with vote of thanks to all present.

  
IQAC COORDINATOR

**IQAC Coordinator**  
Anjuman Girls Degree College of Arts  
Sadar Nagpur.

  
OFFICE OF THE OFFG. PRINCIPAL  
Anjuman Girls Degree College  
of Arts, Sadar, Nagpur



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सदर, नागपुर-440 001

:: हिन्दी माध्यम ::



M. : 9403343745, Ph. : 0712-2543225

E-mail : anjumangdc@gmail.com

Website : www.agdca.in

Ref. No. \_\_\_\_\_

Date : \_\_\_\_\_

### Attendance

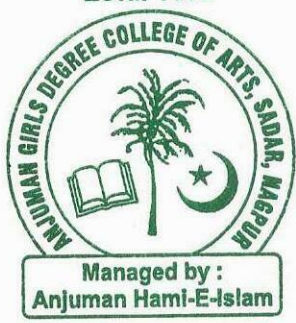
Sr. No.	Name of Employee	Designation	Signature
1	Dr. Anjum Ara	Officiating Principal	<i>Khan</i>
2	Dr. Sameena Parveen	Asstt. Professor	<i>Parveen</i>
3	Dr. Shama Khan	Asstt. Professor	<i>Shama</i>
4	Dr. Shaheda Sheikh	Asstt. Professor	<i>Shaheda</i>
5	Dr. Saima Siddiqui	Asstt. Professor	<i>Saima</i>
6	Dr. Nahid Suri	Asstt. Professor	<i>Nahid</i>
7	Dr. Ruhina Kauser Syed	Librarian	<i>Ruhina</i>
8	Dr. Sunanda Bhaisare	Asstt. Professor	<i>Sunanda</i>
9	Dr. Deepti Jain	Asstt. Professor	<i>Deepti</i>
10	Ms. Mamta Patil	Asstt. Professor	<i>Mamta</i>
11	Ms. Neha Afreen	Adhoc Lecturer	<i>Neha</i>
12	Dr. Rajkumari Yadav	Adhoc Lecturer	<i>Rajkumari</i>
13	Mr. Zubair Ahmed Siddiqui	Clerk	<i>Zubair</i>
14	Mr. Shabaz P Khan	Computer Operator	<i>Shabaz</i>
15	Mohammad Aqueel	Peon	<i>Aqueel</i>
16	Nazia Khan	Peon	<i>Nazia</i>
17	Imran Altaf Khan	Peon	<i>Imran</i>

*[Signature]*  
IQAC COORDINATOR

*Khan*  
OFFICIATING PRINCIPAL  
Anjuman Girl's Degree College  
of Arts, Sadar, Nagpur



Estd. 1998



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Website : www.agdca.in

Ref. No. \_\_\_\_\_

Date : \_\_\_\_\_

Action Taken Report of IQAC Meeting held On 08/08/2023

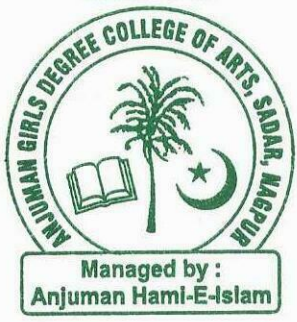
Sr. No.	Resolution in Meeting	Action Taken for Implementation & outcomes
1.	Submission of DVV	DVV was finally submitted on 17/06/23
2	Rain water harvesting and compost fertilizer	The work was completed under supervision of Dr Sunanda Bhaisare
3	Deciding Tentative Dates for NAAC	It was decided to give dates to NAAC in the month of November or December.
4	Maintenance of Kitchen garden	The Home Economics dept. was given responsibility of maintaining the kitchen garden.

IQAC COORDINATOR

OFFICIATING PRINCIPAL

Anjuman Girl's Degree College  
of Arts, Sadar, Nagpur

Estd. 1998



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सदर, नागपुर-440 001

:: हिन्दी माध्यम ::



M. : 9403343745, Ph. : 0712-2543225

E-mail : anjumangdc@gmail.com

Website : www.agdca.in

Ref. No. \_\_\_\_\_

Date : 04/04/24

### Notice

The IQAC meeting is scheduled on 06/04/2024 at 01:30 PM in Principal Cabin.

### **Agenda**

1. Confirmation and Review of Minutes of last IQAC meeting held on 08/08/2023.
2. Action taken report of last IQAC meeting held on 08/08/2023.
3. Discussion about work to be carried out.
4. Maintenance of kitchen Garden by the Home Economics Dept.
5. Discussion regarding NAAC Peer team visit.
6. Distribution of works of the day of NAAC Peer Team Visit
7. Issues with the permission of the chair.

Everyone concerned are requested to make it convenient to attend the meeting.

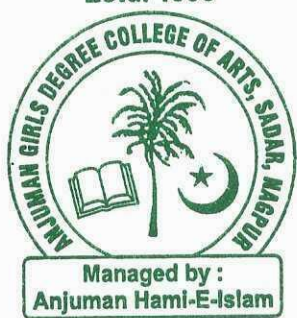
  
IQAC COORDINATOR

  
OFFICIATING PRINCIPAL  
Orig. Principal  
Anjuman Girl's Degree College  
of Arts, Sadar, Nagpur

CC:

1. All Committee
2. Admin. Office





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सदर, नागपुर-440 001

:: हिन्दी माध्यम ::

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Ref. No. \_\_\_\_\_

### Minutes of Meeting

Date : \_\_\_\_\_

The chairman Dr. Anjum Ara occupied the chair and welcomed the members for first IQAC meeting. The following business was transacted in the meeting:

**Agenda 1:**-Confirmation and Review of Minutes of IQAC meeting held on 08/08/2023.

#### **Resolution:**

Through discussion was made, review is taken and Minutes of IQAC meeting held on 08/08/2023 were unanimously approved.

**Agenda 2:** Action taken report of 1<sup>st</sup> IQAC meeting held on 08/08/2023.

#### Action Taken Report of last IQAC Meeting held on 08/08/2023

Sr. No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1	Overview of SSS	SSS is going on, till date 40% students given response
2	Deciding Tentative Dates for NAAC	It was decided to give dates to NAAC in the month of November or December

**Agenda 3:** Discussion about work to be carried out

**Resolution:** discussion was done as to how the work will be carried out to be prepared for NAAC Team visit. The dept. heads were given the responsibility to look through the different qualitative and quantitative works.

**Agenda 4:** Maintenance of kitchen Garden by the Home Economics Dept.

**Resolution:** the HOD Home Economics dept. Dr. Shaheda Sheikh was given the responsibility of maintaining and looking after the Kitchen Garden.

**Agenda 5:** Review of other NAAC related work .

**Resolution:** Discussion was done regarding other works to be carried out after the submission of DVV and prepare for Peer team visit.


**Agenda 6:** Distribution of responsibility of the day of NAAC Peer Team Visit

**Resolution:** Discussion was done regarding responsibility of the day of NAAC Peer Team Visit

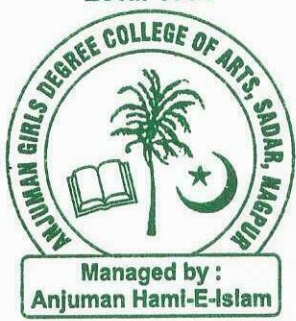
**Agenda 7:** Issue with the permission of the chair.

**Resolution:** As there were no issue to discuss meeting was concluded with vote of thanks to all present.

  
IQAC COORDINATOR

  
OFFICIATING PRINCIPAL  
Offg. Principal  
Anjuman Girl's Degree College  
of Arts, Sadat, Narnaul





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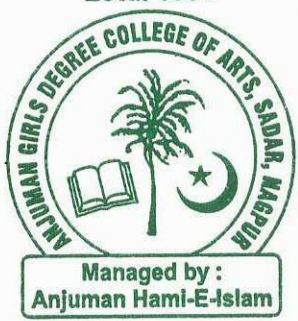
## Attendance

Sr. No.	Name of Employee	Designation	Signature
1	Dr. Anjum Ara	Officiating Principal	Khan
2	Dr. Sameena Parveen	Asstt. Professor	Parveen
3	Dr. Shama Khan	Asstt. Professor	Shama
4	Dr. Shaheda Sheikh	Asstt. Proffessor	Sheikh
5	Dr. Saima Siddiqui	Asstt.Proffessor	Saima
6	Dr .Nahid Suri	Asstt. Professor	Nahid
7	Dr. Ruhina Kauser Syed	Librarian	Ruhina
8	Dr. Sunanda Bhaisare	Asstt. Professor	Sunanda
9	Dr . Deepti Jain	Asstt. Professor	Deepti
10	Ms. Mamta Patil	Asstt. Professor	Mamta
11	Ms .Neha Afreen	Adhoc Lecturer	Neha
12	Dr . Rajkumari Yadav	Adhoc Lecturer	Rajkumari
13	Mr.Zubair Ahmed Siddiqui	Clerk	Zubair
14	Mr.Shabaz P khan	Computer Operator	Shabaz
15	Mohammad Aqueel	Peon	Aqueel
16	Nazia khan	Peon	Nazia
17	Imran Altaf Khan	Peon	Imran

IQAC COORDINATOR

OFFICIATING PRINCIPAL  
Anjuman Girl's Degree College  
of Arts, Sadar, Nagpur

Estd. 1998



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Ref. No. \_\_\_\_\_

Date : \_\_\_\_\_

Action Taken Report of IQAC Meeting held On 08/08/2023

Sr. No.	Resolution in Meeting	Action Taken for Implementation & outcomes
1	Deciding Tentative Dates for NAAC	It was decided to give dates to NAAC in the month of November or December.
2	Maintenance of Kitchen garden	The Home Economics dept. was given responsibility of maintaining the kitchen garden.
3		

  
IQAC COORDINATOR

  
OFFICIATING PRINCIPAL

Offg. Principal  
Anjuman Girl's Degree College  
of Arts, Sadar, Nagpur