

कार्यालय, प्राचार्य, शासकीय टी.सी.एल. स्नातकोत्तर महाविद्यालय, जांजगीर, जिला जांजगीर-चांपा (छ.ग.)



शहीद नंदकुमार पटेल विश्वविद्यालय रायगढ़ (छ.ग.) से संबंध

Grade - 'B' Accredited by NAAC

ई-मेल: tclpgcollege@gmail.com महाविद्यालय कोड-307 वेबसाइट-<https://www.govttclpgcollege.ac.in>

UGC CODE - 201050

AISHE CODE - C-22319

Mobile No. - 9589341000, 9425223065

6.1.2 Decentralization and Participative Management

List of Enclosures:

1. College Committees Detail.

2. IQAC Minutes



Principal

Govt. T.C.L. P.G. College, Janjgir
JANJIR, DISTT. JANJIR-CHAMPA (C.G.)



GOVT. T.C.L. P.G. COLLEGE, JANJGIR, JANJGIR-CHAMPA, CHHATTISGARH
(Affiliated To Atal Bihari Vajpayee Vishwavidyalaya, Bilaspur, Chhattisgarh)

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Ref. 107/Estt./Janjgir/2021

Date : 07/07/2021

College Committee for Academic Session 2021-22

Sl. No.	Name of the Committee	Chairperson/Convenor/Co-ordinator/Program Officer	Members
1	Staff Council	Dr. A.P. Verma - Chairperson	Mr. R.K. Pandey - Vice-chairperson Dr. K.P. Kurrey - Secretary
2	IQAC	Dr. A.P. Verma - Chairperson Mrs. Rashmi Sharma-Co-ordinator	Dr. Manjulata Kashyap Mr. R.G. Khunte Mrs. Jharna Choubey Mrs. Shalini Pandey Mr. Naresh Azad Miss Dhaneshwari Patel Mr. Dinesh Chaturvedi - Ex. Student Nominee Mr. Bharat Gupta - Student Nominee Miss Kajal Kurrey - Student Nominee
3	NAAC Committee	Dr. M.L. Patle - Co-ordinator	Dr. Manjulata Kashyap Dr. K.K. Patel Dr. Sanjay Dhanwani Mrs. Jharna Choubey Mrs. Shalini Pandey Mr. Naresh Azad
4	AISHE	Dr. M.R. Banjare	-
5	RUSA	Dr. G.N. Singh	Dr. K.K. Patel
6	UGC	Dr. P.K. Singh	Mr. R.K. Pandey
7	Discipline, Anti-Ragging and Grievance Redressal Cell	Mr. R.K. Pandey	Dr. K.P. Kurrey Dr. S.K. Madhukar Dr. Manjulata Kashyap Mrs. Jharna Choubey Mrs. Rekha Kashyap Mr. Rahul Sharma - Student Miss Pragya Sharma - Student
8	Jan Bhagidari Samiti	Mr. R.K. Pandey	Managing Committee : Dr. K.P. Kurrey Dr. D.S. Maravi Finance Committee: Dr. S.K. Madhukar Dr. Manjulata Kashyap

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9	Alumni & Parents-Teacher Association	Dr. S.K. Madhukar	Dr. Abhay Sinha Mr. R.G. Rathore
10	Admission Committee	Dr. D.S. Maravi (Arts Group) Dr. K.K. Mishra (Science Group) Dr. Abha Sinha (Law Group) Dr. S.K. Madhukar (Commerce Group)	Members list enclosed
11	Time-Table, Internal Examination & Innovation in Teaching - Learning Committee	Dr. K.P. Kurrey	Dr. Manjulata Kashyap Dr. S.K. Madhukar Dr. K.K. Mishra
12	Annual Function, Youth Festival, Literary Activities and Students Welfare Committee	Dr. M.L. Patle	Dr. Manjulata Kashyap Mr. R.G. Rathore Miss Vandana Pandey Mr. R.K. Chandra
13	NSS, Red Ribbon, Red-Cross & Other Extension Activities Committee	Dr. Abhay Sinha Dr. Abha Sinha	-
14	NCC	Dr. M.R. Banjare	-
15	Purchase Committee	Mr. R.K. Pandey	Dr. P.K. Singh Dr. S.K. Madhukar Dr. Abhay Sinha
16	Write Off Committee	Mr. R.K. Chandra	Mr. Naresh Azad Miss Dhaneshwari Patel Mrs. Rekha Kashyap
17	Library/Reading Room Committee	Mr. O.P. Singh	Dr. V. Sengupta Dr. S.K. Madhukar Dr. G.N. Singh Dr. K.K. Patel
18	Book Bank/BPL Book Bank Scheme	Mr. O.P. Singh	Dr. V. Sengupta Dr. S.K. Madhukar Dr. G.N. Singh Dr. K.K. Patel
19	Sports Committee	Mr. R.G. Rathore	Dr. D.S. Maravi Mr. R.K. Chandra Mrs. Shakuntala Kosariya
20	Income Tax Committee	Dr. Sanjay Dhanwani	Mr. O.P. Singh Mr. S.D. Mahant
21	Amalgamated Fund	Dr. S.K. Madhukar	Dr. Sanjay Dhanwani Mrs. Shakuntala Kosariya
22	DFC/GFC, Account Inspection, Internal Audit & Co-ordination for External Audit Committee	Dr. Sanjay Dhanwani	Dr. Manjulata Kashyap Mr. B.R. Lathiya Mr. D.R. Kariyare Mr. M.K. Rathore
23	Consumable/Non Consumable Store Inspection Committee	Mr. R.G. Khunte	Mrs. Rekha Kashyap Mr. B.R. Lathiya

Prasad

24	ICT Facilities/Computer Lab / Internet Connectivity Maintenance and Extension Committee	Dr. K.K. Patel	Dr. Sanjay Dhanwani Mrs. Roshmi Sharma Mr. M.K. Rathore
25	Guest/Self Finance/Jan Bhagidari Lecturer Appointment Committee	Dr. K.K. Mishra	Dr. S.K. Madhukar Dr. P.K. Singh
26	RTI Committee	Dr. A.P. Verma	Mr. Naresh Azad Mr. R.K. Chandra
27	Citizen Charter and Lok Seva Guarantee	Mrs. Shalini Pandey	Mrs. Jharna Choubey
28	Girls' Hostel Committee	Dr. Paramjeet Pandey Mr. P.K. Sharma – Hostel Superintendent	Dr. V. Sengupta Miss Dhaneshwari Patel Mrs. Rekha Kashyap Miss Pragya Sharma - Student Miss Hemlata Rathore – Student Miss Riya Pandey - Student
29	Annual Magazine and National/International Day Recordkeeping Committee	Dr. Paramjeet Pandey	Miss Vandana Pandey Miss Dhaneshwari Patel
30	Nyayalayeen Prakaran Committee	Dr. G.N. Singh	Dr. Abhay Sinha Mr. Naresh Azad
31	Science Club (Green Environment, Energy, Protection Related Activities)	Miss Kanchanlata Singh	Mr. R.G. Khunte Dr. K.K. Patel Mrs. Rekha Kashyap
32	Best Practices: 1. Thakur Chhedilal Interdisciplinary Discussion Group 2. Quiz Club	Mrs. Ishwari Suryawanshi	Dr. Abhay Sinha Mr. R.K. Chandra Mr. Naresh Azad
33	Women and Gender Sensitivity Committee	Dr. V. Sengupta	Mrs. Rekha Kashyap Miss Dhaneshwari Patel Dr. Abha Sinha Miss Karishma Sisodhiya – Student Miss Pooja Srivas - Student
34	Gender Champion	Mrs. Shakuntala Kosariya	Dr. Abha Sinha Miss Puja Bareth – Student Mr. Somnath Kashyap - Student
35	Career Counselling, Employment and Placement Cell	Dr. K.K. Patel	Mrs. Shalini Pandey Dr. Abha Sinha
36	Scholarship and Free ship Committee	Mr. R.G. Khunte	Mr. S.D. Mahant
37	Code of Conduct (Monitoring and Implementation) Inspection Committee	Mrs. Jharna Choubey	Miss Vandana Pandey

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38	SWAYAM & MOOC's	Mr. O.P. Singh	Dr. Sanjay Dhanwani
39	College Website Updation and Maintenance	Mr. O.P. Singh	Dr. Sanjay Dhanwani
40	Mental Health and Stress Management Committee	Miss Dhaneshwari Patel	Mrs. Rekha Kashyap Mrs. Shalini Pandey
41	Stationery Distribution Committee (SC, ST Students)	Mr. R.G. Khunte	Mr. M.R. Banjare Mr. Naresh Azad
42	Students Feedback Collection, Analysis and Action Taken Report Preparation Committee	Dr. K.K. Mishra	Mr. Naresh Azad Mr. R.K. Chandra
43	Mentor-Mentee, Advance-Slow Learners' Data Collection, Analysis and Action Taken Report Preparation Committee	Miss Vandana Pandey	Miss Kanchanlata Singh



Principal
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Minutes of the first IQAC meeting held on 21/12/2021

Time – 01:00 pm Time: 02:00 pm Mode: Offline

Principal and chairperson

- Dr. A.P. Verma

IQAC Co-ordinator

- Mrs. Rashmi Sharma

Other Members-

1. Dr Manjulata Kashyap
2. Mr. R. G. Khunte
3. Mrs. Jharna Choubey
4. Mrs. Shalni Pandey
5. Mr. Naresh Azad
6. Miss Dhaneswari Patel
7. Mr. Dinesh chaturvedi Ex. Student Nominee
8. Mr. Bharat Gupta- Student Nominee
9. Miss Kajal Kurrey - Student Nominee


Agenda:

1. Discussion about the seven criteria for NAAC assessment.
2. Discussion about the infrastructure of the college.
3. Faculty requirements according to the students.
4. Documentation of various programs/activities of the college leading to the quality improvement.
5. Department wise collection and analysis of feedback form from the students, parents and stakeholders.
6. Discussion about the mentoring activities.
7. Preparation and submission of the AQAR as per NAAC guidelines.
8. To prepare the policies and procedure for maintaining and utilizing physical, academic and support facilities and also AMC with different vendors.

Points of Discussion	Action Taken
Distribution of work related to seven criteria of NAAC to the concerned professors.	Teams were made for each criterion, consisting of one coordinator and two members.
Conducting cultural activities, departmental seminar and other extracurricular programs.	Different activities were organized by all the departments.
Maintenance of documents for each activity.	Documents were done ready by the departments.
Submission of all the details with documentation proof for AQAR.	Documents were submitted.

Part No. 8

Policies, Procedures, AMC prepared and approved by concerned authority.


Dr. A.P. Verma
Principal



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(2) Minutes of the second IQAC meeting:

Date – 13.01.2022 Time – 02:00 pm Mode – offline

Principal and chairperson
IQAC Co-ordinator

-Dr. A.P. Verma
- Mrs. Rashmi Sharma

Other Members-

1. Dr Manjulata Kashyap
2. Mr. R. G. Khunte
3. Mrs. Jharna Choubey
4. Mrs. Shalni Pandey
5. Mr. Naresh Azad
6. Miss Dhaneswari Patel
7. Mr. Dinesh chaturvedi Ex. Student Nominee
8. Mr. Bharat Gupta- Student Nominee
9. Miss Kajal Kurrey - Student Nominee

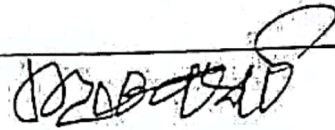
Agenda:

1. To prepare the IT policy and Guidelines for the institution.
2. Discussion about works allotted to committee members regarding to seven criteria of NAAC.
3. Submission of list of slow-advanced learner with their activities.
3. Discussion on NAAC peer team report on institutional accreditation following first cycle of NAAC.
4. To encourage faculties to undertake research projects, seminar and other workshop.
5. General discussion.

①.

IT Policy and Guidelines Prepared and Affirmed

Points of Discussion	Action Taken 12.02.2022
Paying attention to the weak points/fields of the institution as per the suggestion of NAAC peer team's report.	Report of NAAC peer team, was analyzed.
Improving mentor-mentee program	
Improvement in research related activities	
Conduction of workshop and FDP programs.	



Dr. A.P. Verma
Principal



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Minutes of the third IQAC meeting

Date – 15.02.2022 Time – 01:00 pm Mode – offline

Principal and chairperson

- Dr. A.P. Verma

IQAC Co-ordinator

- Mrs. Rashmi Sharma

Other Members-

1. Dr Manjulata Kashyap
2. Mr. R. G. Khunte
3. Mrs. Jharna Choubey
4. Mrs. Shalni Pandey
5. Mr. Naresh Azad
6. Miss Dhaneswari Patel
7. Mr. Dinesh chaturvedi Ex. Student Nominee
8. Mr. Bharat Gupta- Student Nominee
9. Miss Kajal Kurrey - Student Nominee

Mode – offline

Agenda:

1. Preparation of the AQAR of the session 2021-22 as per the guidelines of NAAC.
2. Documentation of various programs and cultural activities.
3. Discussion about the academic audit (external and internal).
4. Discussion about mentoring activities
5. Conduction of skill based courses.
6. Curriculum development cell meeting.
7. Conduction of ICT program for students, teaching staff and non-teaching staff.

Points of Discussion	Action Taken
Conduction of IPR and career counseling program.	Career counseling program was conducted on 17.02.2022
Conduction of ICT program.	Program was organized on 22.02.2022
Performing internal audit.	


Dr. A.P. Verma

Principal



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(4) Minutes of the fourth IQAC meeting:-
Date – 10.03.2022 Time – 02:00 pm Mode – offline

Principal and chairperson - Dr. A.P. Verma
IQAC Co-ordinator - Mrs. Rashmi Sharma
Other Members-

1. Dr Manjulata Kashyap
2. Mr. R. G. Khunte
3. Mrs. Jharna Choubey
4. Mrs. Shalni Pandey
5. Mr. Naresh Azad
6. Miss Dhaneswari Patel
7. Mr. Dinesh chaturvedi Ex. Student Nominee
8. Mr. Bharat Gupta- Student Nominee
9. Miss Kajal Kurrey - Student Nominee

Agenda:

1. To conduct seminar on topic Research Methodology conduct training program on "Intellectual Property Right" (IPR).
2. To prepare NAAC related documents for the current session i.e. 2021-22
3. Discussion on preparation of internal exam.

Points of Discussion	Action taken
Conduction of IPR program	
Conducting Faculty development program on research methodology	
Preparation and conduction of annual exam.	Due to COVID-19 pandemic, exam was conducted in online mode.

Dr. A.P. Verma
Principal