

## IQAC MEETINGS

### I. IQAC Meeting held on 05.08.2020

#### AGENDA

1. To confirm the minutes of the last meeting.
2. To apprise members about modalities for admission to B.A. B.Com. B.Voc. M.A. & M.Voc. through online / offline blended mode.
3. To facilitate students to take admission by providing them sponsors.
4. To formulate time-table for online classes.
5. To discuss about online training Programme of J.K. Institute, UoA on the topic, ***ICT Tools for Teaching, Learning and Administration.***
6. Any other matter with the permission of the Chair.

#### Minutes of the Meeting

1. Members were apprised that UGAT-2020 beheld through online/ offline/ blended mode.
2. Members were apprised that the Departments of Geography, Arabic and Persian offered sponsor ship to students to facilitate them to meet their fee expenses.
3. Members were apprised that the time-table for classes B.A., B.Com. & B.Voc. II & III shall be restructured.
4. Members were apprised about the seven-day online training programme conducted by J.K. Institute, UoA.

#### Resolution

1. It was resolved that UGAT 2020 be held through online/offline/blended mode on 16<sup>th</sup> September, 2020 – B.Com. & 17<sup>th</sup> September, 2020 – B.A. Permission for Direct Admission will be taken from Hon'ble Vice Chancellor, UoA through Dean, College Development, UoA.
2. It was resolved that the sponsors from the Department of Geography, Arabic & Persian may submit students fee in Help to Poor Fund of the College.
3. It was resolved that teachers start online teaching through Zoom/Google link.
4. It was resolved that all faculty members register themselves for the online training programme conducted by J.K. Institute, UoA.

## **Action Taken Report**

1. UGAT and PGAT entrance were held. Admission Portal was installed and candidates desirous of taking admissions appeared in UGAT held on 16<sup>th</sup> & 17<sup>th</sup> September, 2020 Results were declared on 30<sup>th</sup> September, 2020 and thereafter candidates were admitted after they deposited their fee through online mode. Document verification took place in College and students were called in small batches to appear for counseling and take filling admission formalities. The same process was followed for PGAT-2020. Direct Admissions were taken by the special permission of the Vice Chancellor, UoA.
2. Hamidia Admission helpline COVID-19 was formed and teachers donated fees in Help to Poor Fund to help the needy students affected by the economic hardships caused by Pandemic COVID-19.
3. Time table was structured for online classes through Zoom and Google.
4. Teachers of the College participated in one-week online training programme on *ICT Tools for Teaching, Learning and Administration* conducted by J.K. Institute, UoA.

## **II. IQAC Meeting held on 20.08.2020**

### **AGENDA**

1. To confirm the minutes of the last meeting.
2. Extension of the last date of receiving application forms for admission to B.A., B.Com., B.Voc. M.A. & M.Voc.
3. To discuss the holding of online classes of B.A., B.Com., B.Voc. II & III, M.A. Sem. I and M.Voc. Sem. II.
4. Any other matter with the permission of the chair.

### **Minutes of the lest meeting**

1. Members were apprised about the extension of dates for the submission of application forms for admission to UG and PG courses.
2. Members were apprised that online classes of B.A., B.Com., B.Voc. II & III to begin from 17 August, 2020 through Zoom / Google Link.

### **Resolution**

1. It was resolved that admission to be remain open till further notification.
2. It was resolved that the online classes be held through Zoom / Google Link.

## **Action Taken Report**

1. Considering the economic and social hardships faced by students during pandemic COVID-19, admissions were taken till November 2020. Thereafter portal was closed.
2. Online classes of B.A. B.Com. and B.Voc. II & III began from 17 August, 2020 through Zoom. Google link as per time table.
3. Students whatsapp groups for different subjects were created and online classes were held regularly.

### **III. IQAC Meeting held on 18.09.2020**

#### **Agenda**

1. To confirm the minutes of the last meeting.
2. To discuss the organization of one-week Faculty Development Programme on *Digital Tools for Sustaining Academic Research during Pandemic COVID-19*. The FDP to be organized by the IQAC and College Library.
3. To discuss the holding of Hindi Pakhwada from 14<sup>th</sup> to 20<sup>th</sup> September, 2020.
4. Any other matter with the permission of the chair.

#### **Minutes of the last meeting**

1. To confirm the minutes of the last meeting.
2. To apprise the members about one -week faculty development programme to be organized by IQAC and College Library.
3. Members were apprised about the tentative dates of lectures and names of resource persons of the FDP.
4. Members were apprised that the **Hindi Pakhwada** be organized with the assistance of Department of Hindi.

#### **Resolution**

1. It was resolved that the FDP be held through Zoom Link and be linked with facebook and youtube.
2. It was resolved that Hindi Pakhwada also be organized through digital platforms - Zoom and Google link.

## **Action Taken Report**

1. The College purchased Zoom (unlimited time) platform to facilitate holding of online Webinars/Conferences and FDP.
2. IQAC and the College Library organized one week FDP on Digital Tools for sustaining research during pandemic COVID\_19 from 7<sup>th</sup> – 13<sup>th</sup> September, 2020.
3. Hindi Pakhwada was organized by Dept. of Hindi from 14<sup>th</sup> – 20<sup>th</sup> September, 2020

**IV. IQAC Meeting held on 05.11.2020 (emergent)**

**Agenda**

1. To discuss about the online teaching-learning management portal PARWAZ.
2. Any other matter with the permission of the chair.

**Minutes of the last meeting**

1. Members were apprised about the online teaching, learning portal PARWAZ and its operational modes.

**Resolution**

1. It was resolved that the portal PARWAAZ be launched on 11.11.2021.
2. It was resolved that the portal be inaugurated by the Vice Chancellor, UoA, Prof. R.R.Tiwari.

**Action Taken Report**

1. Online teaching portal PARWAZ inaugurated on 11.11.2020 by Prof. R.R. Tioiwari, Hon'ble Vice Chancellor, UoA.

**V. IQAC Meeting held on 09.01.2021 (emergent)**

**Agenda**

1. To confirm the minutes of the last meeting.
2. To discuss the structuring and submission of AQAR-2019-20 which has been delay due to Pandemic COVID-19.
3. To discuss that the 7 criterion be divided amidst the members for collection of inputs.
4. Any other matter with the permission of the chair.

**Minutes of the last meeting**

1. To confirm the minutes of the last meeting.

2. Members were apprised that the AQAR be worked upon and be submitted as extended dateline.
3. Members were apprised that the inputs be revised and structured.

#### **Resolution**

1. It was resolved that the AQAR 2019-20 be submitted as per the revised extended dateline.

#### **Action Taken Report**

1. The faculty members revised documents to collect data for AQAR 2019-20 as activities were halted due to the out break of COVID-19 from November 2019 our aids reporting process initiated.

#### **VI. IQAC Meeting held on 27.02.2021**

#### **Agenda**

1. To discuss about the forth coming final exams schedule to begin from 03.03.2020 through online mode.
2. To discuss about the IWD programme to be held on 08.03.2020.

#### **Minutes of the lest meeting**

1. Members were apprised that the exams committee shall make arrangements for holding the final exams in 2 meetings.
2. Members were apprised that on 08.03.2020 an online Alumni Meet be held through Zoom.

#### **Resolution**

1. It was resolved that the Exam Committee shall monitor the holding of UG final exams PG Sem. III exams through online mode.
2. It was resolved that as part of International Women's Day celebrations on online Alumni Meet be held on 8<sup>th</sup> March, 2020 through Zoom.

#### **Action Taken Report**

1. The UG exams began as per the schedule from 3<sup>rd</sup> March 2020. Only papers were held as exams had to be called off due to COVID-19 outbreak in Allahabad.
2. HUM HAIN HAMIDIA online Alumni Meet was held on 8<sup>th</sup> Match, 2020. 87 alumni participated from India and abroad through Zoom Link.