

Ph.: 01572-248204



# कार्यालय, प्राचार्य, ग्रामीण महिला महाविद्यालय

सुखवीर सिंह बाटड़ मार्ग, शिवसिंहपुरा (सीकर)  
पोस्ट - कुड़ली, वाया कटराथल, जिला- सीकर (राज.) 332024

पत्रांक ग्रामम | 2022-2023 | 87B

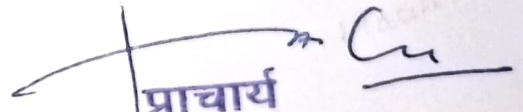
दिनांक ..08.07.2022

## Internal Quality Assurance Cell

NOTICE

(2022-2023)

A meeting of Internal Quality Assurance Cell (IQAC) will be held on 8 July 2022 at 12:00 PM in Conference hall, Gramin Mahila Mahavidhalaya, Sikar.  
All the members are requested to attend the meeting on given time and decided venue.

  
प्राचार्य  
ग्रामीण महिला महाविद्यालय  
शिवसिंहपुरा, सीकर (राज.)

## AGENDA

1. To conformation the minutes of last meeting.
2. Committee's organized for physical verification.
3. Assignment of duties to faculty members for university exams.
4. Coordinator appointment for university practical exams.
5. Flag Hoisting programme.
6. Appointment of Vice-Principal and HOD's of Physics and Mathematics department.
7. To conduct Student Union Election.
8. To inform students for upcoming selection procedure of NCC.
9. To inform students about ongoing competitive coaching classes.
10. Mahatma Gandhi Sarvodaya Vichar Exam 2022.
11. To inform students about upcoming Inter College Sports tournaments organized by University.
12. Next meeting date and Adjournment.

### Minutes of Meeting:

1. **To conformation the minutes of last meeting:** The committee discussed about the minutes of IQAC meeting conducted on 2022 to associate and finalize the various activities of institution for academic year 2022 and review the action taken of the previous year IQAC meeting.

2. **Committee's organized for Physical Verification:** It is hereby notify to all the faculty members that following committees has been formed for the physical verification of different /various departments of college for academic Session 2022-23. Coordinators of committees have to submit their report and suggestions to undersigned latest by 7 July 2022.

A. Home Science Department:

- |                       |             |
|-----------------------|-------------|
| 1. Smt. Manoj Jaat    | Coordinator |
| 2. Dr. Sangeeta Garwa | Member      |
| 3. Smt. Alka Pilania  |             |

B. Geography Department:

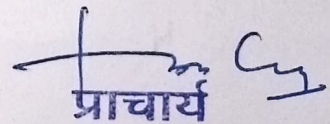
- |                       |             |
|-----------------------|-------------|
| 1. Smt. Saroj Royal   | Coordinator |
| 2. Sh. Taan Singh     | Member      |
| 3. Smt. Pooja Shivran |             |
| 4. Dr. Subhash Arya   |             |

C. Chemistry Department:

- |                         |             |
|-------------------------|-------------|
| 1- Mrs. Nirupama Gupta  | Coordinator |
| 2- Mrs. Suchitra Jakhar | Member      |
| 3- Ms. Pratibha         |             |
| 4- Mrs. Sushila Kumari  |             |

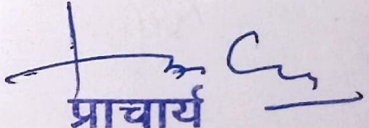
D- Botany Department-

- |                        |             |
|------------------------|-------------|
| 1- Mrs. Sushila Kumari | Coordinator |
| 2- Dr. Sushila Poonia  | Member      |
| 3- Dr. Vikash Pareek   |             |
| 4- Mrs. Mamta Garhwal  |             |

  
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- E. Zoology Department-
1. Dr. Vikash Pareek Coordinator
  2. Mr. Ravi Sharma Member
  3. Mrs. Nirupama Gupta
  4. Mrs. Suchitra Jakhar
- F. Physics Department-
1. Mrs. Mamta Garhwal Coordinator
  2. Mrs. Monika Sardana Member
  3. Mr. Balram Yadav
  4. Ms. Kamla Saran
- G. Computer Science Department-
1. Mrs. Kalpana Kediya Coordinator
  2. Mrs. Suman Kumari Member
  3. Mrs. Manju Fageriya
- H. Furniture-
1. Dr. Subhash Arya Coordinator
  2. Mrs. Vijaylaxmi Member
  3. Dr. J. P. Karwasara Member
  4. Mrs. Priyanka Kumari Member
  5. Mrs. Subhita Member
- I. Other Devices- (Light, Fans, Cameras, other Electronic items Etc.)
1. Dr. Narendra Kumar Bhamu Coordinator
  2. Mrs. Suchitra Jakhar Member
  3. Mrs. Pooja Shivran Member
  4. Mr. Bhomaram Member
  5. Mrs. Alka Pilaniya Member
- J. N.S. S. Unit-I
1. Dr. Sangeeta Garva Coordinator
  2. Mrs. Subhita Member
- N.S.S. Unit-II
1. Mrs. Saroj Royal Coordinator
  2. Mrs. Mamta Garhwal Member
- N.S.S. Unit-III
1. Mrs. Kalpana Kedia Coordinator
  2. Mrs. Alka Pilania Member
- K. Sports Department-
1. Mrs. Manoj Jat Coordinator
  2. Ms Khushboo Kumari Member
  3. Mrs. Vijaylaxmi Member

  
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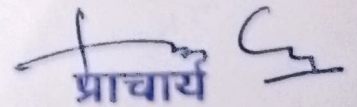
**4. Assignment of duties to faculty members for university exam:** It is hereby notify to undermentioned faculty members that they have to give duty in university exam on 16th of July 2022. (Time – 3:00 P.M. to 4:30 P.M.).

1. Shree Narendra Dhaka
2. Dr. Sushila Poonia
3. Ms Pratibha
4. Smt. Mamta Gadhwal
5. Dr. Narendra Kumar Bhamu
6. Smt. Manoj Jaat
7. Smt. Nirupama Gupta
8. Smt. Pooja Shivran
9. Shree Taan Singh
10. Shree Ravi Sharma
11. Shree Jagdish Kumar Karwasara
12. Smt. Vijay Laxmi
13. Shree Kuldeep Singh
14. Ms Khusboo
15. Smt. Subhita
16. Smt. Priyanka Kumari

**4. Coordinator appointment for university practical exams :** Dr Vikas Pareek, HOD of Botany Department appointed as a coordinator for university practical exams for academic session 2021-22 and will organize all practical exams of U.G. and P.G. level.

**5. Flag Hoisting Programme on 15<sup>th</sup> of August 2022 :** On the occasion of Independence Day on 15th August, the Flag Hoisting Ceremony will be held at the College premises at 8:00 A.M.. All the faculty members and non-teaching staff of the college have to ensure their presence on that occasion.

**6. Appointment of Vice Principal and HOD's of Physics and Mathematics Department:** Mrs. Manoj Jaat (Assistant Professor of History) appointed as Vice –Principal, Mr. Ravi Sharma (Assistant Professor of Mathematics) as a working HOD of Mathematics Department and Mr. Amit Kumar (Assistant Professor of Physics) as a working HOD of Physics Department.

  
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**7. To conduct Student Union Election's:** A committee was constituted for upcoming student union election's and all the members of committee have to ensure their own responsibility for successful completion of the Election's.

- |                        |                |
|------------------------|----------------|
| 1. Dr. Priya Mathur    | Coordinator    |
| 2. Mrs. Manoj Jaat     | Co-coordinator |
| 3. Mrs. Nirupama Gupta | Member         |
| 4. Dr. Sangeeta Garwa  | Member         |
| 5. Mr. Taan Singh      | Member         |
| 6. Dr. Vikash Pareek   | Member         |
| 7. Dr. Subhash Arya    | Member         |

**8. To inform students for upcoming selection procedure of NCC:** It is notify that all the faculty members have to inform the students of our college that selection procedure of NCC will be starts on 17th of September 2022 (Saturday). So, those students are interested to take part in NCC, should have to register their names as soon as possible to NCC Trainer Mr. Kuldeep Ji and Miss. Khusboo Ji .

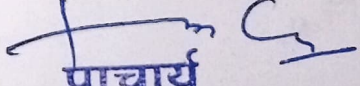
**9. To inform students about competitive coaching classes:** This is to inform you all U.G. students that our College is going to start two regular coaching classes of subject Mathematics, Reasoning, English and G.K. for different competitive exams. Timing of first class is 10:00 A.M. -10:50 A.M. in morning and of second class is 3:00 P.M. - 4:00 P.M. These are free of cost.

**10. Mahatma Gandhi Sarvodaya Vichar Exam 2022 :** All the students of college are informed that last date of application for Mahatma Gandhi Sarvodaya Vichar Exam 2022 (organised by Board of Secondary Education) is 2<sup>nd</sup> October 2022. Application process is by online mode only. For detailed information, should contact with following faculty members :-

1. Mrs. Mamta Gadhwal (NSS Officer)
2. Mrs. Subhita (NSS Officer)
3. Mrs. Alka Pilonia (NSS Officer)

**11. To inform students about upcoming Inter College Sports Tournaments organized by University:** It is notify that all the faculty members have to inform students of our College that Pandit Deendayal Upadhyaya Shekhawati University is organizing Inter-College Sports Tournaments from 5<sup>th</sup> of October 2022. So, those students who are willing to take part in tournaments should register their names to Miss Khusboo. Last date of application is 30<sup>th</sup> September 2022.

**12. Next meeting date and Adjournment:** Set the date for the next IQAC meeting and concluded the current one.

  
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पत्रांक श्रामम | 2022-23 | 132A

दिनांक ...17.10.2022


## Internal Quality Assurance Cell

NOTICE

(2022-2023)

A meeting of Internal Quality Assurance Cell (IQAC) will be held on 17 Oct.2022 at 12:00 PM in Conference hall, Gramin Mahila Mahavidhalaya, Sikar.

All the members are requested to attend the meeting on given time and decided venue.

  
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## AGENDA

1. To conformation the minutes of last meeting.
2. To report action taken on minutes of the last meeting.
3. To suggest ideas regarding teaching and time table.
4. Organize the Program of NSS.
5. About essay writing competition on the occasion of Constitution Day.
6. For submission of laboratories requirements.
7. Organization of Poster competition on World AIDS Day.
8. A rally program on the occasion of Human Rights Day.

### Minutes of the meeting:

1. **To conformation the minutes of last meeting:** Confirmation of the minutes of the meeting of IQAC held on 8 July 2022 were presented and approved by IQAC.
2. **To report action taken on minutes of the last meeting:** The action taken report of the minutes of the meeting of IQAC held on 8 July 2022 were placed and approved by the IQAC.
3. **To suggest ideas regarding teaching and time table:** This is to inform all the staff members that there is a meeting to suggest ideas regarding teaching and time table.
4. **Organize the Program of NSS:** This is to inform all the students of NSS Unit I, II and III are requested to be present in the NSS one day camp on 19<sup>th</sup> October 2022 at 7:30 A.M. sharply. All concern incharges are also requested to arrange the necessary arrangements for the same.
  1. Mrs. Subita
  2. Mrs. Alka Pilonia
  3. Mrs. Mamta Garhwal
5. **About essay writing competition on the occasion of Constitution Day:** It is hereby notify to all the NSS Officers to inform the students that our college is going to organize an essay writing competition on the occasion of Constitution Day on 26th November 2022.
6. **For submission of laboratories requirements:** All the HOD's of various departments have to submit their laboratories requirements.
7. **Organization of Poster competition on World AIDS Day:** It is notify that all the faculty members have to inform the students that our college is going to organize a poster competition on the occasion of World AIDS Day on 1<sup>st</sup> December 2022. So, those students are willing to take part in competition should have to register their names as soon as possible to NSS Incharges.
8. **A rally program on the occasion of Human Rights Day:** On the occasion of Human Rights Day on 10<sup>th</sup> December 2022, a rally will be organized, so all the faculty members and students of the college have to ensure their presence and participation in that program.

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