

**Minutes of IQAC meeting and Action Taken Report of
Loyola College, Kunkuri - 2019-20**

The IQAC meeting for academic session 2019-20 was held on 24th June 2019. The following members were attended the meeting:

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|----------------------------|-----------------------------------|
| 1. Dr. Telesphor Lakra | Chairperson, IQAC |
| 2. Fr. Satya Prakash Tigga | Co-ordinator, IQAC |
| 3. Mrs. Reshma Jain | Member |
| 4. Ms. Uvika Kujur | Member |
| 5. Ms. Asha Chouhan | Member |
| 6. Mrs. Jaishree Bajaj | Member |
| 7. Fr. Cornelius Ekka | Management Representative |
| 8. Ms. Prachi Minj | Student Representative |
| 9. Mr. Rakesh Beck | Non-Teaching staff representative |
| 10. Shri Ashlam Azaad | Parent representative |

The Chairperson Dr. Telesphor Lakra welcomed the members for the IQAC meeting followed by review presentation made by Fr. Satya Prakash Tigga, Coordinator of IQAC. The following points were discussed in the meeting.

Agenda 1: Review of previous IQAC meeting:

The previous IQAC meeting was on 12th November 2018 at 2.30 pm. The minutes of meeting were readout with a formal discussion with all IQAC members. These minutes of meeting were approved unanimously by the IQAC members.

Proposed by Mrs. Jaishree Bajaj

Seconded by Miss Uvika Kujur

Agenda 2: Action taken report on the decisions of the previous IQAC meeting

S.No.	Recommendation given by IQAC Committee	Action taken for implementation & outcomes
01	To discuss about cycle shed for students.	Action was still pending for cycle shed for students
02	To implement new syllabus only for the First year students	Revised new syllabus introduced for First year student in all subjects
03	To decide the NSS in-charge for full time.	Mr. Sajid Khan appointed as the full time to look after NSS activities.
04	Mentoring class for weaker students	Every Saturday mentoring classes started for the weaker students
05	To encourage students to participate in the Sports and games	Many students participated in the Sports and Games.

The above action taken report was noted by all the IQAC members.

Proposed by Miss Uvika Kujur

Seconded by Miss Ash Chouhan

Agenda 3. To present briefly the NAAC Peer Team Committee's report along with suggestions and recommendations

Resolution: A brief NAAC Peer Team committee's report is presented in front of all the members of IQAC. A rigorous discussion is made on suggestions and recommendation given by Peer Team members for over all development of Institution.

Proposed by Mrs. Jaishree Bajaj

Seconded by Fr. Cornelius Ekka

Agenda 4: Encouraging research potential of the teachers and motivate them to get publish their papers in the National/ International Journals

Resolution: This year we are planning to publish our research papers in the National/ International journals. For generating awareness among staff members we are encouraging and promoting our teaching staff to do the research papers such level to file the Institution high.

Proposed by Mrs. Jaishree Bajaj

Seconded by Miss Asha Chouhan

Agenda 5. To discuss about coaching classes such as UPSC/ CGPSC by inviting experts from Raipur, Bilaspur and Delhi for the preparation of examination

Resolution: Discussed the planning about special efforts such as contacting various institutions that are running coaching centres in Chhattisgarh and other cities is plan and conducting especially financially weak and backward classes.

Proposed by Mrs. Reshma Jain

Seconded by Miss Uvika Kujur

IQAC Coordinator Fr. Satya Prakash Tigga proposed the date for the next meeting and unanimously decided in the Third week of October 2019. It is amended that Alumni representative should be included in next year. The meeting ended with formal vote of thanks by IQAC Coordinator Fr. Satya Prakash Tigga.

Following members were present:

- | | |
|----------------------------|-----------------------------------|
| 1. Dr. Telesphor Lakra | Chairperson, IQAC |
| 2. Fr. Satya Prakash Tigga | Co-ordinator, IQAC |
| 3. Mrs. Reshma Jain | Member |
| 4. Ms. Uvika Kujur | Member |
| 5. Ms. Asha Chouhan | Member |
| 6. Mrs. Jaishree Bajaj | Member |
| 7. Fr. Cornelius Ekka | Management Representative |
| 8. Ms. Prachi Minj | Student Representative |
| 9. Mr. Rakesh Beck | Non-Teaching staff representative |
| 10. Shri Ashlam Azaad | Parent representative |

Signature of the Coordinator
IQAC

Signature of Chairperson

Minutes of IQAC meeting and Action Taken Report of Loyola College, Kunkuri - 2019-20

The IQAC meeting for academic session 2019-20 was held on 24th Oct. 2019 at 2.30 pm in the Conference Hall. The following members were attended the meeting:

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|----------------------------|-----------------------------------|
| 1. Dr. Telesphor Lakra | Chairperson, IQAC |
| 2. Fr. Satya Prakash Tigga | Co-ordinator, IQAC |
| 3. Mrs. Reshma Jain | Member |
| 4. Ms. Uvika Kujur | Member |
| 5. Ms. Asha Chouhan | Member |
| 6. Mrs. Jaishree Bajaj | Member |
| 7. Fr. Cornelius Ekka | Management Representative |
| 8. Ms. Prachi Minj | Student Representative |
| 9. Mr. Rakesh Beck | Non-Teaching staff representative |
| 10. Shri Ashlam Azaad | Parents representative |

The meeting started with welcome note to all IQAC members, especially to the parent's representative by Dr. Telesphor Lakra, Secretary of Loyola Jesuit Society-IQAC. The following points were discussed in the meeting.

Agenda 1: IQAC members were of the opinion that the regular review of infrastructure is required.

- a) Existing structure: Academic Block (A&B), Conference hall, Zoology Lab and Botany Lab.
- b) Under renovation/ repairing: Conference hall, Zoology Lab and Botany Lab.
- c) Upcoming facilities: Separate Hostel for Boys and Auditorium

Agenda 2: Installation of Intercom facility for all departments to communicate with each other is required.

The installation of Intercom devices has been installed in each department. Principal can easily contact with the members of departments. Wi-Fi facility is provided for the department members to function online classes and created WhatsApp group in each department for students.

Agenda 3. It is resolved that the college will provide facilities

- a) Almira for all the departments to keep their books and notes.
- b) Lecture Desks for all class rooms.
- c) Aqua water purifying to be installed in each corridor.

Agenda 4: The committee members discussed regarding the matter of up-gradation of the College Website. It is resolved that:

- a) All the programmes must be updated on the college website on a regular basis.
- b) The IQAC Notices, Agenda's and Minutes for the 4th quarter of last session should be uploaded.

- c) The updated feedback proforma's for different stakeholders i.e., Teachers, students and Alumini's should be uploaded on the college website.

The meeting ended with formal vote of thanks by the Chairperson

Following members were present:

11. Dr. Telesphor Lakra	Chairperson, IQAC
12. Fr. Satya Prakash Tigga	Co-ordinator, IQAC
13. Mrs. Reshma Jain	Member
14. Ms. Uvika Kujur	Member
15. Ms. Asha Chouhan	Member
16. Mrs. Jaishree Bajaj	Member
17. Fr. Cornelius Ekka	Management Representative
18. Ms. Prachi Minj	Student Representative
19. Mr. Rakesh Beck	Non-Teaching staff representative
20. Shri Ashlam Azaad	Parent representative

Signature of the Coordinator

Signature of Chairperson IQAC