

Hawabagh Women's College, Jabalpur

Notice

02/07/2013

Subject : meeting of IQAC

A meeting of the IQAC has been convened on the 10th of July 2013 in the Principal's Office at 11:30 am. The following members are requested to make it convenient to attend the meeting:

(a) **Chairperson :** Mrs. Sunita Rodgers (Principal)

(b) **Members:-**

(i) Rev. Percis Peters (Manager)

(ii) Dr. Himani Upadhyaya

(iii) Dr. Bharti Shukla

(iv) Dr. Seema Singh

(v) Dr. Ashok Soni

(vi) Dr. Shahewar Syed

(c) **Coordinator – Member Secretary**

Professor Alok Chansoria

**Mrs. Sunita Rodgers
Principal & Chairperson IQAC**

Hawabagh Women's College, Jabalpur

Agenda of the Meeting of IQAC

02/07/2013

1. Opening Prayer
2. Roll Call
3. Approval of the minutes of the meeting of the IQAC dated 15/12/2012
4. Business:
 - (i) Purchase of 10 Plastic molded Chairs for Seminar Rooms
 - (ii) College MagazineNew Business
 - (i) Purchase of 2 ceiling fans and other electrical items
 - (ii) Repair and Maintenance
5. Online Admission of students
6. Principal's Report
7. College Calendar
8. College Slate
9. Any other matter with the permission of the chair
10. Closing Prayer

Mrs. Sunita Rodgers
Principal & Chairperson IQAC

Hawabagh Women's College, Jabalpur

Minutes of the IQAC Meeting held on 10th July 2013.

A meeting of the IQAC took place in the Principal's office at 11:30 am.

HWC/IQAC/10-07-13/1: Opening Prayer-

The opening prayer was offered by the Manager Rev. Percis Peters (Manager)

HWC/IQAC/10-07-13/2: Roll Call -

The following member were present in the meeting

1. Mrs. S. Rodgers (Principal) – Chairman

Members

2. Rev. Percis Peters (Manager)

3. Dr. Himani Upadhyaya

4. Dr. Bharti Shukla

5. Dr. Seema Singh

6. Dr. Ashok Soni

7. Dr. Shahewar Syed

Coordinator – Member Secretary

Professor Alok Chansoria

HWC/IQAC/10-07-13/3: Approval of the minutes of the meeting of the IQAC dated 15/12/2013 :

As no changes were suggested the minutes were approved as it is.

HWC/IQAC/10-07-13/4: Business:

(i) Purchase of 10 Plastic molded Chairs for Seminar Rooms:

The Principal informed that Purchase of 10 Plastic molded chairs worth Rs. 5000/- has been purchased from Poorti Enterprises as instructed.

(ii) College Magazine:

The Principal informed that the College Magazine for the session has been published. An amount of Rs. 40392/- has been paid the Printer.

New Business

(i) Purchase of 2 ceiling fans and other electrical items:

It was resolved that purchase of 2 ceiling fans and other electrical items be made as per rules.

- (ii) Repair and Maintenance :
Payment to Shri Ram Prasad has been made for the construction of partition in the B.Ed. Department - Rs. 19000/-

HWC/IQAC/10-07-13/5: Online Admission of students

The Principal informed that as per the instructions given by the department of Higher Education Govt. of Madhya Pradesh and Rani Durgavati Vishwavidyalaya, Jabalpur, the College is successfully accomplishing the task of online admission of the students. Looking to the problems faced by the applicants the college has started giving registration facilities to the applicants free of cost from this year.

HWC/IQAC/10-07-13/6: Principal's Report

The Principal presented the report which was accepted with a note of appreciation for the Principal.

HWC/IQAC/10-07-13/7:. Academic Calendar

The academic calendar for the session 2013-14, as proposed by the Department of Higher Education, Government of Madhya Pradesh is accepted as it is.

HWC/IQAC/10-07-13/8: College Slate

The Principal presented the college slate for the session 2013-14 which was unanimously accepted.

HWC/IQAC/10-07-13/9: Any other matter with the permission of the chair

As there was no other business the meeting was adjourned.

HWC/IQAC/10-07-13/10: Closing Prayer

Closing Prayer was offered by the Manager, Rev. Percis Peters (Manager).

**Mrs. Sunita Rodgers
Principal & Chairperson IQAC**

Hawabagh Women's College, Jabalpur

Notice

05/12/2013

Subject : meeting of IQAC

A meeting of the IQAC has been convened on the 17th of December 2013 in the Principal's Office at 11:30 am. The following members are requested to make it convenient to attend the meeting:

(a) Chairperson : Mrs. Sunita Rodgers (Principal)

(b) Members:-

(i) Rev. Percis Peters (Manager)

(ii) Dr. Himani Upadhyaya

(iii) Dr. Bharti Shukla

(iv) Dr. Seema Singh

(v) Dr. Ashok Soni

(vi) Dr. Shahewar Syed

(c) Coordinator - Member Secretary

Professor Alok Chansoria

**Mrs. Sunita Rodgers
Principal & Chairperson IQAC**

Hawabagh Women's College, Jabalpur

Agenda of the Meeting of IQAC

05/12/2013

1. Opening Prayer
2. Roll Call
3. Approval of the minutes of the meeting of the IQAC dated 10/07/2013
4. Business:
 - (i) Purchase of 2 ceiling fans and other electrical itemsNew Business
 - (i) Repair and Maintenance
 - (ii) Baccalaureate Service
 - (iii) White Gift Distribution Programme
5. Any other matter with the permission of the chair
6. Closing Prayer

**Mrs. Sunita Rodgers
Principal & Chairperson IQAC**

Hawabagh Women's College, Jabalpur

Minutes of the IQAC Meeting held on 17th December 2013.

A meeting of the IQAC took place in the Principal's office at 11:30 am.

- HWC/IQAC/17-12-13/1: Opening Prayer-**
The opening prayer was offered by the Manager Rev. Mrs. U. Lawrence
- HWC/IQAC/17-12-13/2: Roll Call -**
The following member were present in the meeting
1. Mrs. S. Rodgers (Principal) – Chairman
Members
2. Rev. Percis Peters (Manager)
3. Dr. Himani Upadhyaya
4. Dr. Bharti Shukla
5. Dr. Seema Singh
6. Dr. Ashok Soni
7. Dr. Shahewar Syed

Coordinator – Member Secretary
Professor Alok Chansoria
- HWC/IQAC/17-12-13/3: Approval of the minutes of the meeting of the IQAC dated 10/07/2013 :**
As no changes were suggested the minutes were approved as it is.
- HWC/IQAC/17-12-13/4: Business:**
- (i) Purchase of 2 ceiling fans and other electrical items:
The Principal informed that Purchase of 2 ceiling fans and other electrical items worth Rs. 8340/- has been purchased as instructed.
- New Business**
- (i) Repair and Maintenance:
- Payment to UK Sharma has been made for the repair of submersible pump- Rs. 7750/-

- Payment of Rs. 11380/- has been made to Hind Refrigerator for the repair of the motor in the Chemistry Department and the repair of 2 water coolers.
- Payment of Rs. 30,000/- has been made to H. Rashid for the re-plastering of the wall situated behind the Admission building, plinth protection, floor repair to drainage.
- Payment of Rs. 14,157/- has been made to Hind Refrigerator for the replacement of cable of the submersible motor in the Chemistry Department and the replacement of stabilizer.
- Payment of Rs. 10,000/- has been made to Shri S. Javed Labour.

(ii) Baccalaureate Service:

It was submitted by the Principal that due to the delay in the declaration of University results the college is not able to organize the Baccalaureate Service in accordance with the college schedule. It was resolved that as soon as the results for the session are declared the college should organized the Baccalaureate Service.

(iii) White Gift Distribution Programme:

It was resolved that the White Gift Programme should be organized as per the college schedule, i.e., before the Christmas vacation.

HWC/IQAC/17-12-13/5:

Any other matter with the permission of the chair

As there was no other business the meeting was adjourned.

HWC/IQAC/17-12-13/6:

Closing Prayer

Closing Prayer was offered by the Manager, Rev. Percis Peters (Manager) .

**Mrs. Sunita Rodgers
Principal & Chairperson IQAC**