



कॉलेज कोड - 010 & 981

# श्यामलाल सरस्वती महाविद्यालय (पी.जी.)

(चौ० चरण सिंह विश्वविद्यालय, मेरठ से सम्बद्ध)

रज्जू भैया सरस्वती विहार, शिकारपुर - 203395, जिला - बुलन्दशहर (उ०प्र०)

मोबाईल नम्बर - 9258321276, 9258321278

प्रबन्धक/प्राचार्य

Website : www.ssmvclg.com E-mail : skr.ssmvcollege5@gmail.com

पत्रांक SSMV/IQAC/2022-23/02

दिनांक 08/07/22

## Notice for first meeting of IQAC

All the IQAC members of Shyam Lal Saraswati Mahavidyalaya, Shikarpur are hereby informed that a meeting of IQAC is scheduled on 15/07/22 at 1:00 P.M. at conference room of college to discuss about the last progression of IQAC and the initiatives of IQAC for the session 2022-23.

All the members are requested to kindly make it convenient to attend the meeting.

the agenda of meeting is as under-;

1. To take the review of progress of last session.
2. Preparation of academic calendar for session 2022-23.
3. Vision and mission of college.
4. Committee composition.
5. Curriculum transaction.
6. Admission process
7. Quality enhancement.
8. Any other matter with the permission of chair.

S.N	DESIGNATION	NAME	SIGNATURE
1.	CHAIRPERSON: HEAD OF THE INSTITUTION	DR. A. K. SHARMA	
2.	COORDINATOR	DR. NEERAJ KUMAR	
3.	CO-COORDINATOR	MISS RESHU BHARDWAJ	
4.	MEMBER	DR. SUNDEEP KUMAR	
5.	MEMBER	MR. PIYUSH MOHAN	
6.	MEMBER	MR. PUSHPENDRA SINGH	
7.	MEMBER	MR. PRADEEP SHARMA	
8.	MANAGER	MR. ANURAG GOYAL	
9.	EDUCATIONIST	DR. RUP NARAYAN	
10.	SOCIALIST	SH. PRAKASH CHAND JI (VIDHYA BHARTI)	
11.	INDUSTRALIST	MR. ASHOK KUMAR MITTAL	
12.	STUDENT	Ms MANSI CHAUDHARY	
13.	ALUMNI	MS. ASHI SAXENA	
14.	O.S.	MR. GUNESH KUMAR	



Principal  
Shyam Lal Saraswati Mahavidyalaya  
Shikarpur (Bulandshahr)



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पत्रांक SSMV/IQAC/2022-23/03

दिनांक 15/07/22

## MEETING MINUTES OF IQAC- 1<sup>st</sup> MEETING

A meeting of IQAC members with the Principal was held on 15<sup>th</sup> July-2022 at the conference room at 1:00 pm. The meeting was started with the warm welcome of all the members by the Principal and IQAC coordinator. The following agenda points were discussed:

1. Dr Neeraj Kumar, IQAC coordinator mentioned that the prime objectives of IQAC is to assure the quality of academic through various measures.
2. Principal A.K. Sharma suggested that all HODs of various departments may also be included in the IQAC, as the instructions and suggestions given by IQAC will be implemented through the respective departments.
3. As college has already finalised vision and mission of college so there was also a discussion about the vision and mission that we will change it or will continue for this. With the suggestion of all the members it was decided that we will continue for the past vision and mission of college.
4. All the departments also final the mission and vision of their departments aligned with the vision and mission of college.
5. IQAC coordinator further suggested that academic calendar of session 2022-23 should be prepared by IQAC so all the HODs submit the departmental activities of their departments.
6. The composition of various committees should finalised by IQAC by that all the activities of college can be completed timely.
7. He further suggested that there should be academic audit in all the departments. All the departments should start necessary preparation for the effective teaching and learning process for the coming semester.
8. IQAC will be responsible for the lecture plan and course file of all the faculty members, department wise and subject wise.

The course file will be comprise of the following-

- Vision and mission of college
- Vision and mission of departments
- Program outcomes
- Course outcomes
- Mapping of PO and CO
- Syllabus
- Last 3-4 years question papers
- Lesson plans
- List of students
- Assignments

  
Principal

Shyam Lal Saraswati Mahavidyalaya  
Shikarpur (Bulandshahr)





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पत्रांक ..SSMV/ IQAC/2022-23/04

दिनांक ...15/07/22.....

- Tutorial sheet
  - List of topics delivered through PPT
  - Topics beyond syllabus
9. Further there was discussion about the admission process of UG and PG of session 2022-23. Admission coordinators have to finalised the coordinators and class incharges for the academic session.
  10. There was an important discussion in meeting that college will go to submit the AQARs by that we can apply for NAAC, so all the members of IQAC will focus on the quality enhancement.
  11. As a quality initiative it is proposed to develop a "Faculty Evaluation Form" which gives platform for all the faculties to show their activities carried out during Academic year.
  12. Dr Neeraj kumar, IQAC coordinator proposed the date for next meeting and unanimously decided in the first week of October 2022.
  13. The meeting ended with the formal vote of thanks by IQAC coordinator.

Following members were present in meeting-

S.N	DESIGNATION	NAME	SIGNATURE
1.	CHAIRPERSON: HEAD OF THE INSTITUTION	DR. A. K. SHARMA	
2.	COORDINATOR	DR. NEERAJ KUMAR	
3.	CO-COORDINATOR	MISS RESHU BHARDWAJ	
4.	MEMBER	DR. SUNDEEP KUMAR	
5.	MEMBER	MR. PIYUSH MOHAN	
6.	MEMBER	MR. PUSHPENDRA SINGH	
7.	MEMBER	MR. PRADEEP SHARMA	
8.	MANAGER	MR. ANURAG GOYAL	
9.	EDUCATIONIST	DR. RUP NARAYAN	
10.	SOCIALIST	SH. PRAKASH CHAND JI (VIDHYA BHARTI)	
11.	INDUSTRIALIST	MR. ASHOK KUMAR MITTAL	
12.	STUDENT	Ms MANSI CHAUDHARY	
13.	ALUMNI	MS. ASHI SAXENA	
14.	O.S.	MR. GUNESH KUMAR	

Principal  
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पत्रांक SSMV/IQAC/2022-23/05

दिनांक 29/09/22

## Notice for Second meeting of IQAC

All the IQAC members of Shyam Lal Saraswati Mahavidyalaya, Shikarpur are hereby informed that a meeting of IQAC is scheduled on 03/10 /22 at 3:00 P.M. at conference room of college to discuss about the reviews of minutes of 1<sup>st</sup> IQAC meeting.

All the members are requested to kindly make it convenient to attend the meeting. the agenda of meeting is as under-;

1. Reviews of minutes of 1<sup>st</sup> IQAC meeting.
2. Action taken report on the decisions of the previous meeting.
3. To decide incorporate extension activities under NSS program.
4. Planning of industrial visits, expert lectures.
5. Registration of Alumni Association.
6. To discuss about the preparation of AQAR preparation.
7. To enhance the research potential of the teachers.
8. Internal examinations of odd semester classes.
9. Any other matter with the permission of chair.

S.N	DESIGNATION	NAME	SIGNATURE
1.	CHAIRPERSON: HEAD OF THE INSTITUTION	DR. A. K. SHARMA	
2.	COORDINATOR	DR. NEERAJ KUMAR	
3.	CO-COORDINATOR	MISS RESHU BHARDWAJ	
4.	MEMBER	DR. SUNDEEP KUMAR	
5.	MEMBER	MR. PIYUSH MOHAN	
6.	MEMBER	MR. PUSHPENDRA SINGH	
7.	MEMBER	MR. PRADEEP SHARMA	
8.	MANAGER	MR. ANURAG GOYAL	
9.	EDUCATIONIST	DR. RUP NARAYAN	
10.	SOCIALIST	SH. PRAKASH CHAND JI (VIDHYA BHARTI)	
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पत्रांक SSMV/IQAC/2022-23/06

दिनांक 03/10/22

## Meeting minutes of IQAC -2<sup>nd</sup> meeting

1. The meeting was conducted on 3<sup>rd</sup>-oct-2022 in Conference room at 3:00 pm.
2. Meeting was started on a welcome note by IQAC coordinator Dr Neeraj Kumar followed by his presentation on objectives which include basic purposes, activities and functions of IQAC.
3. The chairperson requested all the members for the open discussion on academic excellence.
4. All the committee members discussed the current status of administrative process and strongly recommended the decentralization of academics and administrative activities.
5. All the members recommended increasing the frequency of industrial visits, expert lectures, MOUs to explore the various practical aspects of industrial and academic development of the students.
6. It was also decided to plan more activities like Tree plantation, Blood Donation Camp, road safety programs under NSS and NCC camps.
7. A brief study of AQAR was analysed and area of improvements for the departments were discussed.
8. With the suggestions of all the IQAC committee the Chairperson decided the incharges for the 7-point criteria who will work criteria wise for the AQAR. The observation and suggestions for departmental improvements are taken by all the criterion heads.
9. Various activities such as personal practice session, Group discussion practice, sessions for higher studies like GATE, NET, TET, C-TET etc are proposed to conduct for our students. Arranging job/employment fairs were also suggested in meeting.
10. Discussion about the registration of Alumni association was also in meeting. With the recommendations of all the members of alumni association were finalised and it was decided to register for Alumni under the name- BULAND PORVA CHHATRA PARISHAD.
11. It was also decided to conduct an alumni meet in first week of March-2023.
12. It was also decided to conduct the internal examinations of odd semesters on time by that we can submit their marks to university. So it was also decided that Coordinator of IQAC will circulate a notice to the HODs of all the departments that they should prepare the internal examination date sheet earliest and submit to the IQAC coordinator.
13. With the permission of Chairperson meeting was ended with the vote of thanks by IQAC Coordinator and he proposed the next meeting in the 2<sup>nd</sup> week of December.



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पत्रांक SSMV/IQAC/2022-23/07

दिनांक 03/10/22

Meeting was attended by the Following members of IQAC-;

S.N	DESIGNATION	NAME	SIGNATURE
1.	CHAIRPERSON: HEAD OF THE INSTITUTION	DR. A. K. SHARMA	
2.	COORDINATOR	DR. NEERAJ KUMAR	
3.	CO- COORDINATOR	MISS RESHU BHARDWAJ	
4.	MEMBER	DR. SUNDEEP KUMAR	
5.	MEMBER	MR. PIYUSH MOHAN	
6.	MEMBER	MR. PUSHPENDRA SINGH	
7.	MEMBER	MR. PRADEEP SHARMA	
8.	MANAGER	MR. ANURAG GOYAL	
9.	EDUCATIONIST	DR. RUP NARAYAN	
10.	SOCIALIST	SH. PRAKASH CHAND JI (VIDHYA BHARTI)	
11.	INDUSTRIALIST	MR. ASHOK KUMAR MITTAL	
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पत्रांक SSMV/IQAC/2022-23/08

दिनांक 09/12/22

## Notice for 3<sup>rd</sup> meeting of IQAC

All the IQAC members of Shyam Lal Saraswati Mahavidyalaya, Shikarpur are hereby informed that a meeting of IQAC is scheduled on 02/12/22 at 2:30 P.M. at IQAC office.

All the members are requested to kindly make it convenient to attend the meeting.

the agenda of meeting is as under-;

1. Reviews of the 2<sup>nd</sup> meeting of IQAC.
2. Preparations for AQARs
3. Discussion about the internal and external examinations of odd semesters.
4. Padhe Bharat Campaign
5. Submission of IQA
6. Upgradation of ICT
7. Smart class rooms
8. Proposal of alumni meet
9. CCTV facility for campus security
10. Certificate courses
11. Any other issue with the consent of Chair

S.N	DESIGNATION	NAME	SIGNATURE
1.	CHAIRPERSON: HEAD OF THE INSTITUTION	DR. A. K. SHARMA	
2.	COORDINATOR	DR. NEERAJ KUMAR	
3.	CO- COORDINATOR	MISS RESHU BHARDWAJ	
4.	MEMBER	DR. SUNDEEP KUMAR	
5.	MEMBER	MR. PIYUSH MOHAN	
6.	MEMBER	MR. PUSHPENDRA SINGH	
7.	MEMBER	MR. PRADEEP SHARMA	
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11.	INDUSTRIALIST	MR. ASHOK KUMAR MITTAL	
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पत्रांक SSMV/IQAC/2022-23/09

दिनांक 02/12/22

## Meeting minutes of IQAC- 3<sup>rd</sup> meeting

A meeting of IQAC members with the Principal was held on 2<sup>nd</sup> december-2022 at the IQAC office at 2:30 pm. The following agenda points were discussed:

1. Meeting was started with the warm welcome by chairperson and IQAC coordinator. After going through the minutes of last meeting it was approved by the IQAC members.
2. First discussion was about the preparations of AQAR. Currently the criterion incharges for NAAC are collecting data for AQAR from the various departments. After completing the data, analysis will be done by the NAAC core committee. Most probably the collection of data will be completed till the end of January.
3. Discussion was also about the internal and external examinations of odd semester. All the HODs were asked, had they conducted the internal examinations and submitted the marks on university portal..? one hard copy of related examinations should provided to the examination cell.
4. Now the coordinator of IQAC asked to all the HODs about the completion of syllabus because the university examinations can be conduct in last of December Or January, so if any department did not completed the syllabus they can arrange extra classes for the students.
5. There was discussion about the remedial classes, that we should find out the students who can learn through the remedial classes.
6. Government has launched Padhe Bharat Campaign, so chairperson of college said that we are running this campaign of 100 days, so there would be all the activities included in the campaign. By this students can improve their skills of reading, writing and many others. The following activities are in this campaign
  - Essay writing
  - Plays on anti drug
  - Poster and slogan competition
  - Photography and videography
  - Wall painting
  - Mathematical quiz
7. All the members of IQAC discussed about the submission of IQA of 2022, For this we have to prepare the IQA and submit it online.
8. Members of Alumni association were asked to prepare a proposal for the alumni meet that's going to conduct in March 2023, the following points would be in proposal- details of alumni including the name, father's name, year of pass out, course name, present status, final date of alumni meet etc.
9. Feed back form also would be final and submitted by the alumni of SSMV.
10. To improving the use of ICT in teaching, learning, evaluation and administrative process institute has to purchase the computers, laptops and the softwares.



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पत्रांक ...SSMV/IQAC/2022-23/10

दिनांक ...02/12/22.....

11. With the recommendations of all the committee members the additional requirement of CCTVs is generated for the campus security. At this Mr Anurag Goyal , manager of SSMV agreed with the suggestion of members and gave the deadline of installation of CCTVs for campus security.
12. With the recommendations of all the IQAC members it was decided to conduct the certificate courses and add on courses in the departments. Departments have to prepare a proposal with the syllabus of certificate courses. HODs should release a circular to the students and encourage them to participate. At last of the course students should get the certificate of the course.
13. Being no other issue of discussion meeting was ended with the vote of thanks by the Coordinator of IQAC, Dr Neeraj Kumar, and the proposed date for next meeting decided in the 1<sup>st</sup> week of February.

Principal

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पत्रांक SS.MV/IQAC/2022-23/11

दिनांक 02/12/22.....

Following members of IQAC attended the meeting-;

S.N	DESIGNATION	NAME	SIGNATURE
1.	CHAIRPERSON: HEAD OF THE INSTITUTION	DR. A. K. SHARMA	
2.	COORDINATOR	DR. NEERAJ KUMAR	
3.	CO- COORDINATOR	MISS RESHU BHARDWAJ	
4.	MEMBER	DR. SUNDEEP KUMAR	
5.	MEMBER	MR. PIYUSH MOHAN	
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पत्रांक SSMV/IQAC/2022-23/12

दिनांक 04/02/23.....

## Notice for 4<sup>th</sup> meeting of IQAC

All the IQAC members of Shyam Lal Saraswati Mahavidyalaya, Shikarpur are hereby informed that a meeting of IQAC is scheduled on 08/02/2023 at 12:30 P.M. at IQAC office.

All the members are requested to kindly make it convenient to attend the meeting. the agenda of meeting is as under-;

1. Reviews of the 3<sup>rd</sup> meeting of IQAC.
2. Preparations for AQARs
3. Discussion about the guest lectures of experiential learning
4. Discussion about faculty exchange
5. Discussion about employment fair
6. Discussion about the program of women empowerment
7. Annual examination
8. Any other issues with the consent of chair

S.N	DESIGNATION	NAME	SIGNATURE
1.	CHAIRPERSON: HEAD OF THE INSTITUTION	DR. A. K. SHARMA	
2.	COORDINATOR	DR. NEERAJ KUMAR	
3.	CO- COORDINATOR	MISS RESHU BHARDWAJ	
4.	MEMBER	DR. SUNDEEP KUMAR	
5.	MEMBER	MR. PIYUSH MOHAN	
6.	MEMBER	MR. PUSHPENDRA SINGH	
7.	MEMBER	MR. PRADEEP SHARMA	
8.	MANAGER	MR. ANURAG GOYAL	
9.	EDUCATIONIST	DR. RUP NARAYAN	
10.	SOCIALIST	SH. PRAKASH CHAND JI (VIDHYA BHARTI)	
11.	INDUSTRIALIST	MR. ASHOK KUMAR MITTAL	
12.	STUDENT	Ms MANSI CHAUDHARY	
13.	ALUMNI	MS. ASHI SAXENA	
14.	O.S.	MR. GUNESH KUMAR	



Principal

Shyam Lal Saraswati Mahavidyalaya  
Shikarpur (Bulandshahr)



कॉलेज कोड - 010 & 981

# श्यामलाल सरस्वती महाविद्यालय (पी.जी.)

(चौ० चरण सिंह विश्वविद्यालय, मेरठ से सम्बद्ध)

रज्जू भैया सरस्वती विहार, शिकारपुर - 203395, जिला - बुलन्दशहर (उ०प्र०)

मोबाईल नम्बर - 9258321276, 9258321278

Website : [www.ssmvclg.com](http://www.ssmvclg.com) E-mail : [skr.ssmvcollege5@gmail.com](mailto:skr.ssmvcollege5@gmail.com)

प्रबन्धक/प्राचार्य

पत्रांक SSMV/IQAC/2022-23/13

दिनांक 08/02/23

## MEETING MINUTES OF IQAC- 4<sup>TH</sup> MEETING

A meeting of IQAC members with the Principal was held on 08<sup>TH</sup> -feb-2023 at the IQAC office at 12:30 pm. The meeting was started with the warm welcome of all the members by the Principal and IQAC coordinator. The following agenda points were discussed:

1. The meeting of minutes were readout with a formal discussion with the IQAC members. These MOMs were approved by IQAC members.
2. AQARs of 3 sessions has prepared with the coordination of all the criterion incharges. It would represent before the all faculties and analysed by that we can point out the weak areas. A rigorous discussion is made on the suggestions and recommendations given by the faculty for over all development of institute.
3. All the members discussed about the guest lecture of experiential learning. Proposed date for this lecture was decided on 16<sup>th</sup> mar.2023, all the members were asked for the preparations of guest lecture.
4. There was a Discussion regarding the faculty exchange programs. Chairperson suggested that we have to plan for the faculty exchange programs, that can help for the development of faculties in the areas of academics and many other areas. These programs facilitate collaboration on research projects between institutes.
5. IQAC coordinator made a discussion to conduct an employment fair in college campus for the placement of final year students.
6. Chairperson said that A program of women empowerment is also proposed on 17<sup>th</sup> march,2023 by Mudita foundation. For this all HODs should inform to the girl students of their department and encourage the students for the maximum participation.
7. IQAC coordinator made a discussion about the annual examinations of university. He said that university exams are proposed in March so we have to plan the strategy for that there would no issue in examinations. Examination committee will represent the requirements for annual exams.
8. As university release the circular for the practical examinations of annual courses, all the HODs should coordinate with the practical examiner and conduct the practical on time.
9. Being no other issue of discussion meeting was ended with the vote of thanks by the Coordinator of IQAC, Dr Neeraj Kumar, and the proposed date for next meeting decided in the first week of June.



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पत्रांक SSMV/2022/23/

IQAC

दिनांक 08/02/23

Following members of IQAC attended the meeting:-

S.N	DESIGNATION	NAME	SIGNATURE
1.	CHAIRPERSON: HEAD OF THE INSTITUTION	DR. A. K. SHARMA	
2.	COORDINATOR	DR. NEERAJ KUMAR	
3.	CO- COORDINATOR	MISS RESHU BHARDWAJ	
4.	MEMBER	DR. SUNDEEP KUMAR	
5.	MEMBER	MR. PIYUSH MOHAN	
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पत्रांक SSMV/IQAC/2022-23

दिनांक 01/06/23

## Notice for 5<sup>th</sup> meeting of IQAC

All the IQAC members of Shyam Lal Saraswati Mahavidyalaya, Shikarpur are hereby informed that a meeting of IQAC is scheduled on 05/06/2023 at 3:00 P.M. at IQAC office.

All the members are requested to kindly make it convenient to attend the meeting. the agenda of meeting is as under-;

1. Reviews of minutes of last IQAC meeting.
2. Submission of AQARs
3. Shooting range for NCC
4. Updation of college website
5. Future plans for next session

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पत्रांक SSMV/IQAC/2022-23

दिनांक 05/06/23

## Meeting minutes of IQAC -5<sup>th</sup> meeting

1. The meeting was conducted on 5<sup>th</sup>-june-2023 in IQAC office at 3:00 pm.
2. Meeting was started on a welcome note by IQAC coordinator Dr Neeraj Kumar followed by his presentation for next academic session.
3. The chairperson requested to all the members for the open discussion.
4. Main point of discussion was about the submission of AQARs. As the criterion incharges completed the data and filled in AQAR formats, so it is mandatory to submit the AQAR as soon as possible.
5. With the recommendations of NCC committee it was decided for the construction of NCC-shooting range for cadets. Shooting range is an important factor for the NCC cadets.
6. Chairperson also suggested for the Updation of college website. He said that we should upload the data on website what we filled in AQARs.
7. IQAC coordinator and Chairperson discussed about the future plans for coming academic session of institute. Following points were included in the plan-
  - Poly/green house farming
  - Energy audit of solar pannel
  - Prospectus format for new session
  - Internal environmental audit
  - NAAC-SSR
  - Being no other issue of discussion meeting was ended with the vote of thanks by the Coordinator of IQAC, Dr Neeraj kumar.

  
Principal

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Shikarpur (Bulandshahr)





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पत्रांक SSMV/IQAC/2022-23

दिनांक 05/06/23

Following members of IQAC attended the meeting-;

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2.	COORDINATOR	DR. NEERAJ KUMAR	
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