



SHYAMLAL SARASWATI MAHAVIDYALAYA (P.G)

(Affiliated to C.C.S. University, Meerut)

Rajju Bhaiya Saraswati Vihar, Shikarpur, Bulandshahr (U.P.) Pin Code- 203395

IQAC
(INTERNAL QUALITY ASSURANCE CELL)
SESSION 2023-24



SHYAMLAL SARASWATI MAHAVIDYALAYA (P.G)

(Affiliated to C.C.S. University, Meerut)

Saraswati Vihar, Shikarpur-203395 (Bulandshahr), U.P.

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Manager / Principal

Ref. No. SSMV/IQAC/2023-24

Dated : 01/07/23

SHYAMLAL SARASWATI MAHAVIDYALAYA, SHIKARPUR(BULANDSHAHR)

COMPOSITION OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

Mail id- iqac@ssmvcllg.com

Phone number- 9258321276

Subject – composition of IQAC committee of session 2023-24

The National Assessment and Accreditation Council (NAAC) advocates the establishment of INTERNAL QUALITY ASSURENCE CELL(IQAC) by the institution imparting higher education for speedy, efficient, smooth function.

IQAC CONTRIBUTIONS -;

- Development and application of quality parameters for the various academic and administrative activities of institute.
- To determine or estimate the significance, quality or value of assessment.
- Preparation of the Annual Quality Assurance Report (AQAR) for onward submission to NAAC based on the quality parameters.
- Motivation to faculty and non teaching staff.
- Advanced and slow learners.
- Inclusivity with diversity.

Shyamlal Saraswati Mahavidyalaya
Shikarpur (Bulandshahr)



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Manager / Principal

Ref. No. SSMV/IOA/C/2023-24

Dated : ...01/07/23...

As per the guidelines of NAAC composition of INTERNAL QUALITY ASSURANCE COMMITTEE OF SESSION 2023-24 is as follows;

S.N	DESIGNATION	NAME	SIGNATURE
1.	CHAIRPERSON: HEAD OF THE INSTITUTION	DR. A. K. SHARMA	
2.	COORDINATOR	DR. NEERAJ KUMAR	
3.	ADVISOR	DR. LALIT KUMAR GUPTA	
4.	MEMBER	DR. BHIM SINGH	
5.	MEMBER	DR. LOKESH GOEL	
6.	MEMBER	DR. RAJKUMAR SINGH	
7.	MEMBER	MR. SAMBHAV SINGHAL	
8.	MEMBER	MR. PRADEEP SHARMA	
9.	MANAGER	MR. ANURAG GOYAL	
10.	EDUCATIONIST	DR. RUP NARAYAN	
11.	SOCIALIST	SHREE PRAKASH CHAND JI (VIDHYA BHARTI)	
12.	SOCIALIST	MR SANJAY SHARMA	
13.	INDUSTRIALIST	MR. ASHOL KUMAR MITTAL	
14.	STUDENT	MISS SHIPRA CHAUDHARY	
15.	ALUMNI	DR. SAURABH SHARMA	
16.	O.S.	MR. GUNESH KUMAR	

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Manager / Principal

Ref. No. ...SSMV./...IQAC/ 2023-24

Dated : ...01/...07/23...

SHYAMLAL SARASWATI MAHAVIDYALAYA, SHIKARPUR(BULANDSHAHR) COMPOSITION OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

Mail id- iqac@ssmvcllg.com

Phone number- 9258321276

Subject – composition of IQAC committee of session 2023-24

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Shikarpur (Bulandshahr)





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Manager / Principal

Ref. No. SSMV/IQAC/2023-24

Dated : 05/07/23.....

Notice for first meeting of IQAC

All the IQAC members of Shyamlal Saraswati Mahavidyalaya, Shikarpur are hereby informed that a meeting of IQAC is scheduled on 08/07/2023 at 3:00 P.M. at management room of college to discuss about the re-composition of IQAC cell ,last progression of IQAC and the initiatives of IQAC for the session 2023-24.

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

the agenda of meeting is as under-;

1. Re-composition of IQAC cell.
2. To take the review of progress of last session.
3. NAAC progress
4. Preparation of academic calendar for session 2023-24.
5. Vision and mission of college.
6. Committee composition of new session.
7. Curriculum transaction.
8. Admission process
9. Quality enhancement.
10. Any other matter with the permission of chair.

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Ref. No. SSMV./IQAC/2023-24

Dated : ...10/07/23.....

MEETING MINUTES OF IQAC- 1ST MEETING

A meeting of IQAC members with the Principal was held on 8TH July-2022 at the management room at 3:00 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. All the members were asked for the new composition of IQAC cell and with the consent of all members Dr Neeraj Kumar, was suggested for the IQAC coordinator.
2. He mentioned that the prime objectives of IQAC is to assure the quality of academic through various measures.
3. 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.
4. As we have submitted the AQARs of last 4 years in the last week of MAY and some out of them have accepted successfully on HEI portal.
5. After getting the reviews on latest AQAR we have to prepare the AQAR as per the suggestions given on portal by that we can proceed for the further process.
6. As per the suggestions of NAAC portal we have to prepare the AQARs of 2 more years so all the criteria incharges are suggested to prepare the data for concerned session as soon as possible.
7. 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.
8. All the departments also final the mission and vision of their departments aligned with the vision and mission of college.
9. IQAC coordinator further suggested that academic calendar of session 2023-24 should be prepared by IQAC so all the HODs submit the departmental activities of their departments.
10. The composition of various committees should be finalised by IQAC by that all the activities of college can be completed timely.
11. 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.



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Ref. No. ...SSMV/IQAC/2023-24

Dated : ...10/07/23.....

12. 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
- Tutorial sheet
- List of topics delivered through PPT
- Topics beyond syllabus

13. Further there was discussion about the admission process of UG and PG of session 2023-24. Admission coordinators have to finalised the class incharges for the academic session.

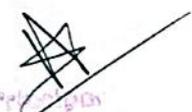
14. There was an important discussion in meeting that college will go to submit the AQARs by that we can apply for NAAC, so all the members of IQAC will focus on the quality enhancement.

15. 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.

16. Dr Neeraj kumar, IQAC coordinator proposed the date for next meeting and unanimously decided in the first week of September 2023.

17. The meeting ended with the formal vote of thanks by IQAC coordinator.




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Ref. No. ...S.S.M.V./IQAC/2023-24

Dated :10/07/23.....

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.	ADVISOR	DR LALIT KUMAR GUPTA	
4.	MEMBER	DR. BHIM SINGH	
5.	MEMBER	DR. RAJKUMAR SINGH	
6.	MEMBER	DR. LOKESH GOEL	
7.	MEMBER	MR. PRADEEP SHARMA	
8.	MANAGER	MR. ANURAG GOYAL	
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Manager / Principal

Ref. No. SSMV/IQAC/2023-24

Dated : ..29/08/23.....

Notice for Second meeting of IQAC

All the IQAC members of Shyamlal Saraswati Mahavidyalaya, Shikarpur are hereby informed that a meeting of IQAC is scheduled on 01/09/2023 at 12:00 P.M. at conference room of college to discuss about the reviews of minutes of 1st IQAC meeting and a workshop going to conduct on NEP implementation.

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 1st IQAC meeting.
2. Action taken report on the decisions of the previous meeting.
3. To decide the responsibilities for the two days workshop.
4. Planning of industrial visits, expert lectures.
5. To discuss about the preparation of AQAR preparation.
6. To enhance the research potential of the teachers.
7. Regarding the project submission under CSR.
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.	ADVISOR	DR LALIT KUMAR GUPTA	
4.	MEMBER	DR. BHIM SINGH	
5.	MEMBER	DR. RAJKUMAR SINGH	
6.	MEMBER	DR. LOKESH GOEL	
7.	MEMBER	MR. PRADEEP SHARMA	
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14.	O.S.	MR. GUNESH KUMAR	



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Manager / Principal

Ref. No. SSMV/IQAC/2023-24

Dated : 05/09/23.....

Meeting minutes of IQAC -2nd meeting

1. The meeting was conducted on 1st sep-2023 in Conference room at 12:00 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. There was a brief discussion regarding the 2 days workshop that is going to held on 9,10th September.
5. This workshop will be under the guidance of VIDHYA BHARTI UCCHA SHIKSHA SANSTHAN on NEP implementation.
6. All the members were requested to attend your responsibilities to make the workshop successful. There will many speakers in workshop who will discuss the merits and demerits of NEP, how to implement NEP, benefits of NEP for the youth.
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. To enhance the research in faculty it was decided to form a **RESEARCH INNOVATION CELL** in college, in this cell one of qualified faculty will be appointed as the coordinator of cell and he/she will be free to select the team according to the skills.
10. A CSR committee has also build up in college who will encourage the faculties to prepare the research projects of their concerned subjects.
11. 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.
12. With the permission of Chairperson meeting was ended with the vote of thanks by IQAC Coordinator and he proposed the next meeting in the 3rd week of December.



(Signature)
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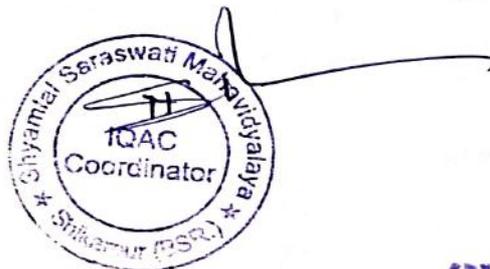
Manager / Principal

Ref. No. ..SSMV/...IQAC/2023-24

Dated : ...05/09/23.....

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	
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Manager / Principal

Ref. No. SSMV/IQAC/2023-24

Dated : ...9.../12/23..

Notice for 3rd meeting of IQAC

All the IQAC members of Shyamlal Saraswati Mahavidyalaya, Shikarpur are hereby informed that a meeting of IQAC is scheduled on 05/12/23 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 2nd meeting of IQAC.
2. Acceptance of AQARs
3. Submission of IQA
4. Upgradation of ICT
5. Proposal of alumni meet
6. Course completion
7. Semester exams preparations
8. Regarding republic day preparations
9. NCC shooting range inauguration and UDAAN conclave
10. Any other issue with the consent of Chair

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Manager / Principal

Ref. No. SSMV/IQAC/2023-24

Dated : 09/12/23

Meeting minutes of IQAC- 3rd meeting

A meeting of IQAC members with the Principal was held on 5th december-2023 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.
First discussion was about the preparations of AQAR. Currently SSMV has submitted the AQARs of 6 Years and after the approval of all we will start to fill IQA. We have to submit the IQA report till the first week of January.
2. 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.
3. 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.
4. There was discussion about the remedial classes, that we should find out the students who can learn through the remedial classes.
5. Chair person told that shooting range is an essential part of NCC, that will be inaugurated on 19th February 2024. The chief guest list, program schedule has prepared. Same on that day we will also conduct a conclave for the students that will be under the name UDAAN. Here all the students will get chance to meet the dignities who will explore their knowledge.
6. Members of Alumni association were asked to prepare a proposal for the alumni meet that's going to conduct in 3rd week of March 2024, 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.
7. Feed back form also would be final and submitted by the alumni of SSMV.
8. To improving the use of ICT in teaching, learning, evaluation and administrative process institute has to purchase the computers, laptops and the softwares.
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 1st week of march.




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Ref. No. ..SS.MV/..IQAC/..2023-24

Dated : ..09/12/23.....

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	
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Manager / Principal

Ref. No. SSMV/IQAC/2023-24

Dated : 26/02/24.....

Notice for 4th meeting of IQAC

All the IQAC members of Shyamlal Saraswati Mahavidyalaya, Shikarpur are hereby informed that a meeting of IQAC is scheduled on 02nd march, 2024 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 3rd meeting of IQAC.
2. Approval of IIQA
3. Discussion about the practical and internal examination
4. Discussion about alumni meet
5. Attendance of students
6. Guest lectures
7. Teachers -Principal conclave
8. Annual examination
9. 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.	ADVISOR	DR LALIT KUMAR GUPTA	
4.	MEMBER	DR. BHIM SINGH	
5.	MEMBER	DR. RAJKUMAR SINGH	
6.	MEMBER	DR. LOKESH GOEL	
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 SHIPRA CHAUDHARY	
13.	ALUMNI	DR SAURABH SHARMA	
14.	O.S.	MR. GUNESH KUMAR	



Principal

Shyamlal Saraswati Mahavidyalaya
Shikarpur (Bulandshahr)



SHYAMLAL SARASWATI MAHAVIDYALAYA (P.G)

(Affiliated to C.C.S. University, Meerut)

Saraswati Vihar, Shikarpur-203395 (Bulandshahr), U.P.

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Manager / Principal

Ref. No. SSMV/ IQAC/2023-24

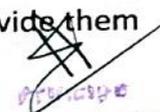
Dated : 06/03/24.....

MEETING MINUTES OF IQAC- 4TH MEETING

A meeting of IQAC members with the Principal was held on 2nd march, 2024 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. The main point of discussion was that IQA of SSMV has successfully accepted on NAAC HEI portal on 22nd February 2024, IQAC coordinator DR Neeraj kumar and NAAC coordinator Miss Reshu Bhardwaj said that now we can start to fill the SSR on portal and we have to submit the SSR within 45 days of the approval of the IQA.
3. All the criterion incharges are again asked to prepare the data for current session for SSR report.
4. After the filling of IQA It would represent before the all faculties and analysed by that we can point out the weak areas.
5. A rigorous discussion is made on the suggestions and recommendations given by the faculty for over all development of institute.
6. Date of alumni meet has fixed on 23rd march, 2024. Before the alumni meet the members of alumni association will focus to open a bank account by the name of association.
7. All the members discussed about the guest lecture of their concerned department; all the members were asked for the preparations of guest lecture.
8. Manager of SSMV MR ANURAG GOYAL, NAAC and IQAC coordinator made a discussion to conduct a PRINCIPAL -TEACHER CONCLAVE in the 2nd week of April. The theme of conclave will be regarding the NEP.
9. For this conclave all HODs should inform to their concerned departmental faculties and encourage them for the maximum participation.
10. IQAC coordinator made a discussion with examination cell incharge about the annual examinations of university. He said that university exams of annual courses 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.
11. Apart of that internal exams of even semesters are also proposed in first week of April, so before the internal examination all the HODs are requested to make a question bank of important questions along with the answer keys and provide them to students.




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Manager / Principal

Ref. No. ...SSMV/...IQAC/2023-24

Dated : ..06/03/24.....

12. IQAC coordinator made a request to the internal examination cell to prepare a schedule for internal examinations.
13. Next point of discussion was regarding the attendance of students, if any student is absent from their classes for a long period the concerned HOD will coordinate to their guardians regarding his/her regular absence and promote them to send them to attend the classes regularly.
14. If any student does 'not have 75% of attendance then he/she will not allowed to attend the internal examination or practical examination.
15. 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.
16. 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.

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.	ADVISOR	DR LALIT KUMAR GUPTA	
4.	MEMBER	DR. BHIM SINGH	
5.	MEMBER	DR. RAJKUMAR SINGH	
6.	MEMBER	DR. LOKESH GOEL	
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 SHIPRA CHAUDHARY	
13.	ALUMNI	DR SAURABH SHARMA	
14.	O.S.	MR. GUNESH KUMAR	



Principal
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Ref. No. SSMV/IQAC/2023-24

Dated : 22/05/24.....

Notice for fifth meeting of IQAC

All the IQAC members of Shyamlal Saraswati Mahavidyalaya, Shikarpur are hereby informed that a meeting of IQAC is scheduled on 24th April, 2024 at 3:00 P.M. in management room of college to discuss about the Principal sir and re-composition of IQAC as per the norms.

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

the agenda of meeting is as under-;

1. Principal approval
2. BCA approval by AICTE, new Delhi
3. Affiliation of Three new course in BA
4. Requirement of extra section in BCA
5. Any other matter with the permission of chair.

S.N	DESIGNATION	NAME	SIGNATURE
1.	CHAIRPERSON: HEAD OF THE INSTITUTION	DR. LALIT KUMAR GUPTA	
2.	COORDINATOR	DR. NEERAJ KUMAR	
3.	MEMBER	DR BHIM SINGH	
4.	MEMBER	DR. RAJKUMAR SINGH	
5.	MEMBER	DR. SAKSHI SAXENA	
6.	MEMBER	DR. SANJEEV KUMAR	
7.	MEMBER	MR. PRADEEP SHARMA	
8.	MANAGER	MR. ANURAG GOYAL	
9.	EDUCATIONIST	DR. RUP NARAYAN	
10.	SOCIALIST	SH. PRAKASH CHAND JI (VIDHYA BHARTI)	
11.	SOCIALIST	MR SANJAY KUMAR SHARMA	
12.	INDUSTRIALIST	MR. ASHOK KUMAR MITTAL	
13.	STUDENT	Ms SHIPRA CHAUDHARY	
14.	ALUMNI	DR SAURABH SHARMA	
15.	O.S.	MR. GUNESH KUMAR	



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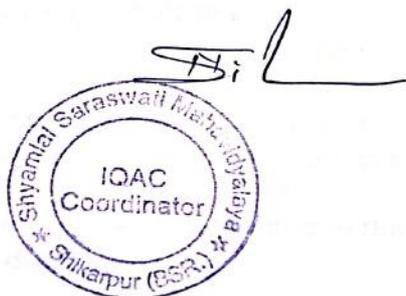
Ref. No. ...SSMV/ IQAC/2023-24

Dated : 24/05/24.....

MEETING MINUTES OF IQAC- 5th MEETING

A meeting of IQAC members with the Principal was held on 24th April 2024 at the management room at 3:00 pm. The meeting was started with the warm welcome of all the members by the NAAC and IQAC coordinator. The following agenda points were discussed:

1. All the members were informed that DR A.K. SHARMA has completed his approval period in university due to his age so now DR LALIT KUMAR GUPTA has approved as Principal of SHYAMLAL SARASWATI MAHAVIDYALAYA by the CCS University, Meerut.
2. So as per the norms Dr Lalit Kumar Gupta will be the chair-person of IQAC cell from the immediate date.
3. All the members of IQAC were introduced formally with the Principal sir and he was welcomed by the IQAC cell and Management dignities.
4. Next point of discussion was about the approval of BCA by AICTE, New Delhi. All the process has completed by college to approve BCA program. BCA HOD was asked to complete and arrange all the necessary documents required for AICTE.
5. College has also applied for the extra seat extension in BCA. A committee was constituted for the approval and affiliation process. All the members of concerned committee were requested to arrange the documentation required for the panel and subject experts approved by university.
6. Mr Rahul Bhardwaj will complete the university regarding works necessary for the panel.



Handwritten signature of the Principal and a blue stamp. The stamp contains the text: 'Shyamlal Saraswati Mahavidyalaya', 'Shikarpur (Bulandshahr)'.



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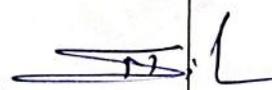
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Ref. No. SSMV/IQAC/2023-24

ACTION TAKEN REPORT ON THE DECISIONS OF THE PREVIOUS IQAC MEETING

The actions taken by the institute on the discussions/resolution made in first meeting of IQAC committee members held on 8th July-2023 are given below:-

S.NO	RECOMMENDATIONS GIVEN BY IQAC COMMITTEE	ACTION TAKEN FOR THE IMPLEMENTATION AND OUTCOMES	REMARKS
1.	Re- composition of IQAC	With the consent of all the members of IQAC the re composition of IQAC was decided.	Successfully executed.
2.	Vision and mission of college	Vision and mission statements are concise, inspiring statements that clearly communicate the direction and values of the institution. A rigorous discussion was made for the vision and mission of college. With the consent of all the members of IQAC it was decided that college will follow with the previous vision and mission of SSMV. All the departments prepared their vision and mission also and it was aligned with the college vision and mission.	Successfully executed.
3.	Academic calendar of the academic session 2023-24	IQAC committee has collected the data of departmental activities and prepared the academic calendar for the session 2023-24 according to the university calendar. Academic calendar was uploaded on college website and circulated to the HODs of all departments.	Successfully executed and uploaded on website.
4.	Committee composition	All the necessary committees of college were constituted with the discussion of HODs and IQAC committee. All the committee coordinators are free to decide the members for their committee. After the proper composition of committees it was uploaded on college website.	Prepared, circulated and uploaded on website.
5.	Course files of faculties	All the faculties submitted their course files with the attachments of their time tables, lecture plans, program outcomes, course outcomes, syllabus of their subject, list of the students and assignments distributed to the students. Course files were submitted to the IQAC coordinator.	Prepared






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Dated :03/06/24.....

6.	Admission process	Admission process of UG and PG classes was completed successfully. Admission coordinators of related class will prepare the SR-register.	On going
7.	Academic audit	Team for the internal academic audit was confirmed by IQAC and chairperson, they scheduled the departmental audit in which departments should complete their stock registers and other documents. This is a time consuming process so it will continue for long.	Under process
8.	NAAC progress		



Handwritten signature of the IOAC Coordinator and a purple stamp. The stamp contains the text: 'Shyamlal Saraswati Mahavidyalaya', 'Shikarpur (Bulandshahr)'.



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Ref. No. SSMV./IQAC./2023-24

Dated : ...03/06/24.....

ACTION TAKEN REPORT ON THE DECISIONS OF THE 2nd IQAC MEETING

The actions taken by the institute on the discussions/resolution made in first meeting of IQAC committee members held on 1st -sep-2023 are given below:-

S.NO	RECOMMENDATIONS GIVEN BY IQAC COMMITTEE	ACTION TAKEN FOR THE IMPLEMENTATION AND OUTCOMES	REMARKS
1	Industrial visit, expert lectures	All the HODs were suggested to plan the expert lectures for their departments. Faculty can also plan for the industrial and college visits for the development of students and themselves also.	On going process
2	CSR	Faculties of SSMV are asked to prepare the major/minor project of ICSSR.	Under process
3	Conduction of workshop	It was decided to plan a workshop of two days on SUCCESSFULLY IMPLEMENTATION OF NEP.	Successfully executed.
4	Preparation of AQAR	A brief study about AQAR was done by various criterion incharges and they are collecting the data. After the collection of data it should analysed by chairperson, IQAC coordinator and all the incharges of 7-point criteria's.	On going process
5	Internal examination of odd semester	Departmental heads are arranging the extra classes for the course completion Date sheet of internal examinations is prepared by all the HODs for odd semester. Internal exams are going to schedule according to the academic calendar of college and conducted the internal examinations successfully.	Successfully executed.
	Composition of IIC	As the discussion was made in meeting to enhance the research status of faculties an INSTITUTIONAL INNOVATION CELL was successfully registered.	Successfully implemented.



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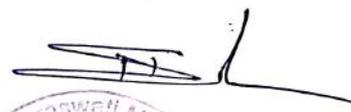
Ref. No. SSMV/IQAC/2023-24

Dated :03/06/24.....

ACTION TAKEN REPORT ON THE DECISIONS OF THE 3rd IQAC MEETING

The actions taken by the institute on the discussions/resolution made in first meeting of IQAC committee members held on 5th – Dec- 2023 are given below:-

S.NO	RECOMMENDATIONS GIVEN BY IQAC COMMITTEE	ACTION TAKEN FOR THE IMPLEMENTATION AND OUTCOMES	REMARKS
1	AQAR status	As earlier discussed that AQARs of last 6 sessions have been successfully accepted on HEI portal.	Successfully achieved.
2	Submission of IIQA	After the successfully acceptance of AQARs we are prepared and submitted the IIQA for the next process of NAAC.	Successfully submitted
3	Course completion	As the odd semester examinations are scheduled by university in 2 nd week of January so all the faculties are completing their syllabus with the extra classes. All the HODs pointed out the weak students on the basis of the evaluation of internal examination and arranged the remedial classes for them. Time table of remedial classes has circulated to the students and attendance also taken by the faculty.	Successfully done.
4	Improving the use of ICT	Institute has purchased new computers, laptops and smart TVs and some software's.	Successfully implemented
5	Inauguration of NCC shooting range	Shooting range is the most essential part of NCC so college has completed the construction of NCC shooting range. The inauguration program of NCC shooting range will be held on second week of February.	Ongoing process





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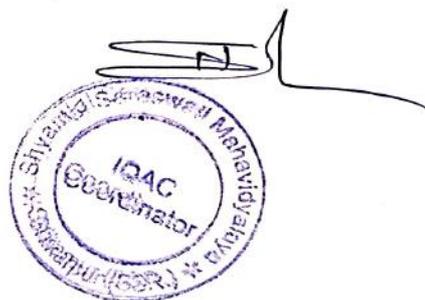
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Dated : ...03/06/24.....

ACTION TAKEN REPORT ON THE DECISIONS OF THE 4th IQAC MEETING

The actions taken by the institute on the discussions/resolution made in first meeting of IQAC committee members held on 2nd march 2024 are given below-:

S.NO	RECOMMENDATIONS GIVEN BY IQAC COMMITTEE	ACTION TAKEN FOR THE IMPLEMENTATION AND OUTCOMES	REMARKS
1	Approval of IIOA	As earlier discussed that we have submitted the IIOA and on 23 rd February it was successfully accepted on HEI portal.	Successfully achieved.
2	Submission of SSR	After the successfully acceptance of IIOA we have to prepare for the data of SSR and NAAC coordinator was asked to submit the SSR of SSMV within 40 days of the approval of IIOA.	Ongoing process
3	Attendance of students	As the odd semester examinations are completed by University so all the HODs are asked to promote the students to attend the classes for the even semester.	Successfully done.
4	Guest lectures	The IQAC coordinator discussed about to conduct the guest lectures in their concerned departments as per their departmental schedule.	Ongoing process
5	Annual alumni meet	An annual alumni meet was successfully held on 23 rd march, in which many alumni of SSMV has collected and shared their experiences.	Successfully done.



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Ref. No. SSMV/IQAC/2023-24

Dated : 03/06/24

ACTION TAKEN REPORT ON THE DECISIONS OF THE 5th IQAC MEETING

The actions taken by the institute on the discussions/resolution made in first meeting of IQAC committee members held on 24th April 2024 are given below:-

S.NO	RECOMMENDATIONS GIVEN BY IQAC COMMITTEE	ACTION TAKEN FOR THE IMPLEMENTATION AND OUTCOMES	REMARKS
1	Principal approval	Dr LALIT KUMAR GUPTA has approved as a principal of SHYAMLAL SARASWATI MAHAVIDYALYA, SHIKARPUR. Now he will be the chair person of IQAC cell and signing authorities will be of him	Successfully done.
2	Submission of SSR	SELF STUDY REPORT of SSMV has successfully submitted on 5 th April 2024 on HEI portal.	Successfully submitted
3	Principal – teacher conclave	A principal teacher conclave is proposed to conduct in 2 nd week of may. Guest list and arrangements of the conclave have also decided.	Ongoing process
4	Registration process for upcoming session	University is going to start the registration process in 1 st week of may, so IQAC coordinator suggested to constitute the admission cell of all the UG/PG courses for the admission process of upcoming session.	Successfully implemented
5	Approval of BCA by AICTE	BCA has successfully approved by AICTE, NEW DELHI.	Successfully done.
6	Seat extension of BCA	College has applied for the extra section of BCA, so the committee will proceed for the panel process.	Ongoing process
7	New course affiliation	We have applied for the three new courses , History, Education, Sanskrit. All the formalities have completed and university has approved the panel for new courses of BA.	Ongoing process.



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Manager / Principal

Ref. No. ...SSMV/...IQAC- 2023-24

Dated : .03/06/24.....

INTERNAL QUALITY ASSURANCE CELL REPORT SUMMARY 2023-24

The IQAC of the College was Established in 05/07/2010 and since then striving hard to enhance the quality of teaching, learning and evaluation and promote the Research attitude among the faculty members. The primary objective of IQAC is quality enhancement through internalization of quality culture and institutionalization of best practices. Two IQAC initiatives which have contributed significantly in quality improvements are given in brief:

Identification of Key responsibilities Areas and Strategic Planning

At the institutional level, it is necessary to create congenial environment for development as well as creating a spirit in various departments to excel in all the areas. The Institute follows a practice to identify the key challenges for every ensuing session and define the key responsibility areas where the departments

will focus. The key responsibilities of the departments are identified in such a way that all round development is seen at the end of the session. Some of the broad areas in which most of the academic department's endeavours includes academic results, students trainings and skill development, support for internship, faculty development, research & development, industry-institute interaction,

accreditation etc. Once the key areas are identified, the departments present the same with a plan of action in presence of the Principal and the management. The suggestions are provided by the Principal and management and necessary support required is granted. After the approval of the same, IQAC chalks out a

plan of action with all the inputs from HoDs, Principal and the Management. Review meetings on the achievements of the key areas are held to ensure that the plans are progressing in right direction. At the end of the session, HoDs present their final presentation regarding analysis of the achievements, future action plan, and correction required, if any.

Academic & Administrative Mentoring and Monitoring

The institute has well established mechanisms and quality practices for academic and administrative processes. The institute regularly updates the same for betterment. To further ensure the effective implementation, the institute regularly mentors the departments as well as monitors the processes taken up by various departments. The mentoring and monitoring is done in form of regular audits through a team of senior faculty members and the experts invited from the prestigious institutes in India. These audits are a deliberate attempt to consistently review and assess the performance of all the department, programs and facilities of the institution.

The IQAC draws up the schedule well in advance and informs all the members of the various departments. The instructions and objectives of the audit are made known to all concerned. A self-study report in is kept ready by the departments before visit, based on the well-defined format by IQAC.



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Manager / Principal

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Dated : 03/06/24.....

The objectives of the inspection are listed below:

- Review the functioning of department, associations, and facilities.
- To reinforce the healthy practices in the institute with suitable mechanisms to identify and reform.
- To see whether the quality practices are being implemented successfully.
- Motivate the faculty members to aim constantly at quality and self development.
- Help the faculty members, in all departments to use innovative methods in their classroom teaching and learning.

Promote research culture at the grass root level.

Academic Calender :Based on the university academic calender the institute schedule the academic calender will in advance at the starting of the year with time frame for not only the regular teaching -learning process but also to accomodate the various events like seminar/guest lecture/workshop/FDP's/Hand –on-Series and money more.

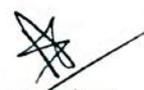
Preparation of Lesson plan For each semester : The Lesson plan is Prepared by the Faculty members for all the subjects they in that Particular semester. Enriching the Curriculum with guest lectures, Industrial visits and Internships.

Feedback Mechanism:The Institution has a feedback system to evaluate the teacher by studeants. The Regular evaluation of the teachers by the Students, Feedback on teaching methodologies, course delivery, attitude, strength and weaknesses. Difficulties faced by students give a clear idea about the problems faced by students. Principal and management also monitor the feedback system and takes appropriate corrective actions.

Student Learning Outcomes: The Institution monitor the performance of the students regularly. It has specified procedure to collect and analyse data on students learning Outcomes. The following points are adopted by the institute in this context.

- Regular class tests and interactions.
- Mid, term and continuous comprising of internal tests, assignment, group discussion and seminar Presentations.
- Semester system of examination for NEPcourse.
- Providing questions bank of various subject to the students.
- Providing lectures notes through an online/offline.
- At least 75% attendance is compulsory in each semester.




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Dated : ...03/06/24.....

The IOAC taken initiatives to organize following activity.

1. Preparation of the Academic calender and college Propestus.
2. Uploading college information on AISHE portal.
3. Promotion to ICT in working process of the institutio...
4. Prepartion of the AQAR
5. Preparation of SSR
6. Organization of workshops, seminars and other extra-curricular activites.
7. Publication of annual and Quarterly magazines.
8. Installation of soil Conservation plant.
9. Installation of poly house- green house.
10. Plantation
11. MOUs sign up with institutes.
12. Faculty and student exchange programs.
13. Faculty development programs for teaching and non-teaching staff.
14. Conduction of employment fares.
15. Internal green audit and energy audits.



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