

FORMATION OF IQAC (Internal Quality Assurance Cell) for SESSION 2018-19 & 2019-20

12/06/18

The IQAC has been formed to conduct the activities of College more smoothly and systematically. The tenure of this cell will be academic session 2018-19 and 2019-20.

The structure of this new IQAC shall be as follows.

1. Chairperson of IQAC (Principal)
2. IQAC Coordinator
3. NAAC Coordinator
4. Four Teaching Staff members.
5. Two administrative staff members
6. One Management Representative
7. Two External members.
8. One Student Nominee
9. One Alumni Nominee

The term of the new committee will commence from 1st July 2018. The name of the committee members as per the above structure are as follows.

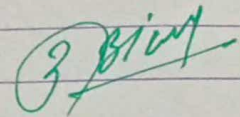
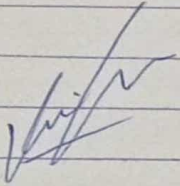
1. Chairperson IQAC - Dr. D.B. Tiwari (P.M.)
2. IQAC Coordinator - Vimal Kumar
3. NAAC Coordinator - Dr. Mamta Singh
4. Teaching Staff 1 - Dr. Anju Kumari
5. Teaching staff 2 - Dr. Varsha Verma
6. Teaching staff 3 - Mrs. Pratibha Gurmastu
7. Teaching staff 4 - Mr. Sushil Dubey
8. Administrative staff 1 - Mr. Jitendra K. Sahu.
9. Administrative staff 2 - Mrs. Sarita Mishra
10. Management Representative - Mr. H.S. Saehder
(Director)
- 11) External Member 1. Dr. Bhavna Pandey
(Asst Prof. Biotech. BMMSE)

12. External member 2 - Dr Abhinesh Surana.
(Asst Prof, Hindi Govt V4 TPO College)

13. Student Nominee - Ms Rashmi Singh (Student of BCA)

14. Alumni Nominee - Mr. Vikas Yadav
(Ex student of M.Sc. Biotechnology)

The Consent from all the above members
have been taken



PRINCIPAL
Sai Mahavidyalaya
Bhilai (C.G.)

1st Meeting of IQAC for the Session 2018-19.



SAI COLLEGE

(SAI MAHAVIDYALAYA)

Affiliated to Hemchand Yadav University, Durg
& Under Section 2 (f) of the UGC Act

Ref. No.

Date : 25/6/18

Notice

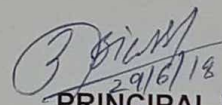
The Members of the Internal Quality Assurance Cell are inform that the meeting of the IQAC shall be held on 29/6/2018, Room No. 12 at 2 PM. The members are requested to remain present for the meeting. The meeting shall be Chaired by principal of the College.

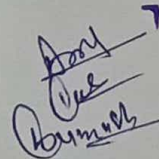
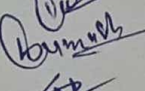
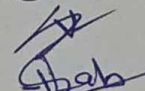
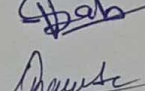
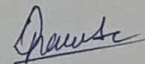
The agenda of the meeting are as follows-

- (1) Welcome address presentation by IQAC Co-ordinator Mr.Vimal Kumar followed by briefing about IQAC cell formation its objectives & services.
- (2) Discussion regarding fees structure of session 2018-19.
- (3) Discussion regarding admission related policies & strategies.
- (4) Discussion regarding recruitment of new faculty members as required for some subjects.
- (5) Any other matter with the permission of Chair person.


IQAC COORDINATOR

- 1 Dr.Mamta Singh
- 2 Mrs.Anju Kumari
- 3 Dr.Varsha Verma
- 4 Mrs.Pratibha Gumasta
- 5 Mr.Sushil Kumar Dubey
- 6 Mrs.Varsh Sahu
- 7 Mr.Dhirendra Parate
- 8 Ms.Rashmi Singh
- 9 Mr.Vikas Yadav


29/6/18
PRINCIPAL
SAI Mahavidyalaya
Bhilai (C.G.)

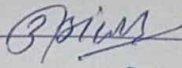
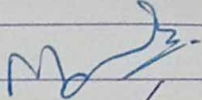
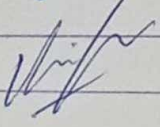
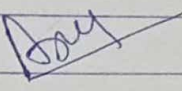
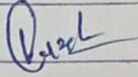
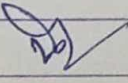

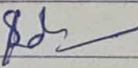
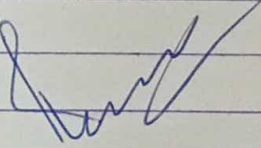
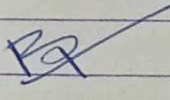
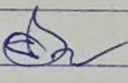
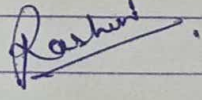
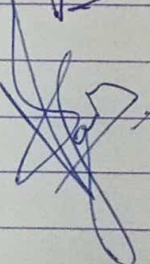
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www.saicollege.org

MINUTES OF THE MEETING

The following members of IQAC were present in meeting.

1. Dr. D.B. Tiwari 
2. Dr. Mamta Singh 
3. Mr. Vimal Kumar 
4. Dr. Anju Kumari 
5. Dr. Varsha Verma 
6. Mrs. Pratibha Gurmasta 
7. Mr. Sushil Dubey 
8. Mr. Jitendra Sahu. 
9. Dr. Abhinesh Surana.
10. Mr H.S. Sachder 
11. Dr Bhawna Pandey 
12. Dr Abhinesh Surana. 
13. Ms. Rashmi Singh 
14. Mr. Vikas Yadav. 

1. Mr. Vimal Kumar IQAC Coordinator welcomed the members of the newly formed Committee. All the members are informed about the aims and objective of IQAC.
2. The fee structure of 2018-19 was proposed with the consultation of all the head of the department.
3. Some policies and strategies have been decided to further improve the admission in the current session.
4. Appointment of faculties were discussed subject wise and recruitment of new faculties was proposed in some subjects.
- 5) The meeting ended successfully.

Prasad

Krishna

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M. S.
29/6/18.

Aravind
29/6/2018

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29/6

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29/6/2018

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-

2nd Meeting of IQAC



SAI COLLEGE

(SAI MAHAVIDYALAYA)

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& Under Section 2 (f) of the UGC Act

Notice

Ref. No.

Date 4/10/18

The member of the Internal Quality Assurance Cell are informed that the meeting of the IQAC shall be held on 6th October 2018 in Room No. 9 at 1.00 PM. The members are requested to remain present for the meeting.

The meeting shall be chaired by the Principal of the College.

The agenda of the meeting as follows-

- 1 Confirmation of the minutes of the last meeting.
- 2 To discuss Internal Marks scheme as per new guideline of affiliated university.
- 3 Discussion regarding the organization of Annual Sports and Annual function of current session.
- 4 Proposal comes from Director Mr. H. S. Sachdev to construct one more stair case for safety and emergency exit
- 5 Any other subject with the permission of chair.

IQAC COORDINATOR

3/10/18
11/10/2018
PRINCIPAL
Sai Mahavidyalaya
Bhilai (C. i.)

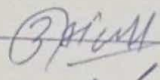
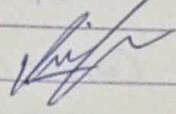
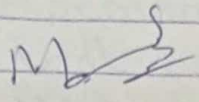
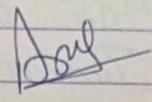
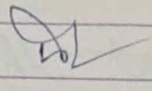

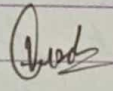
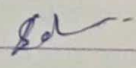
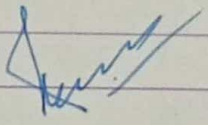
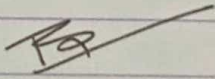
- 1 Dr. Mamta Singh
- 2 Mrs. Anju Kumari
- 3 Dr. Varsha Verma
- 4 Mrs. Pratibha Gumasta
- 5 Mr. Sushil Kumar Dubey
- 6 Mrs. Varsh Sahu
- 7 Mr. Dharendra Parate
- 8 Ms. Rashmi Singh
- 9 Mr. Vikas Yadav

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Minutes of meeting held on 6th of October
In Room No. 09 at 1:00 PM.

The following members of IQAC were present
in the meeting.

- 1. Dr. D. B. Tiwari 
- 2. Mr. Vimal Kumar 
- 3. Dr. Mamta Singh 
- 4. Dr. Anju Kumari 
- 5. Mrs. Pratibha Gumasta 
- 6. Mr. Sushil Dubey 
- 7. Dr. Varsha Verma 
- 8. Mr. Jitendra Sahu 
- 9. Mr. H. S. Sachdev. 
- 10. Dr. Bhawna Pandey 

Mr. Vimal Kumar read out all the items presented on the agenda of the meeting and started the meeting with the permission of the chair.

- 1. IQAC Coordinator Mr. Vimal Kumar talked about the last minutes of meeting and has confirmed that it was implemented unanimously.

2. New Internal marks scheme as per the guideline of affiliated university which was implemented from session 2017-18. It was decided that marks of students will be display and show to students. Any grievances received from students will be redressed as early as possible. Final marks of students will be send to university for forwarding results.
3. With the Consent of all the IQAC members and other members of the staff council, it was decided that Annual sports day and Annual Function will be organized on the month of January and february respectively.
4. The proposal that came from Director Mr. H.S. Sachdev for Constructing one emergency exit's stair case was appreciated by every IQAC member and it was ensured that the action will be taken on it from December, this year, onwards.

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SAI COLLEGE

(SAI MAHAVIDYALAYA)

Affiliated to Hemchand Yadav University, Durg
& Under Section 2 (f) of the UGC Act

Ref. No.

Date : 2/2/19

Notice

The Members of the Internal Quality Assurance Cell are informed that a meeting will be held on 5th February, 2019 in Room No. 9 at 2:00 pm. The members are requested to present in the meeting. The meeting shall be chaired by Principal.

The agenda of meeting are as follows:

1. Confirmation of the minutes of previous meeting.
2. Discussion on uploading previous years paper on college website.
3. Proposal for converting ITI Hall into Computer Lab.
4. Proposal for installation of Transformer.
5. Proposal for maintenance of Lab5.
6. Discussion on renewal of contract with ALLEN Career Institute, Kota.
7. Any other subject with the permission of the chair.

IQAC COORDINATOR

PRINCIPAL

PRINCIPAL

Sai Mahavidyalaya
Bhilai (C.G.)

10. Dr. Mamta Singh
11. Dr. Anju Kumari
12. Dr. Varsha Verma
13. Mrs. Pratibha Gumasta
14. Mr. Sushil Kumar Dubey
15. Mrs. Varsha Sahu
16. Mr. Dharendra Parate
17. Ms. Rashmi Singh
18. Mr. Vikas Yadav

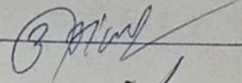
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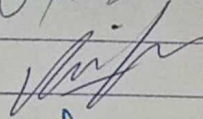
Minutes of meeting held on 5th Feb, 2019 in
Room No-9 at 2:00 pm

The following members of ICAC were present in
the meeting.

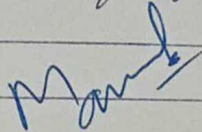
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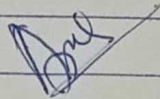
2. Mr. Vimal Kumar



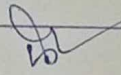
3. Dr. Mamta Singh



4. Dr. Anju Kumari



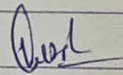
5. Mrs. Pratibha Gumattha



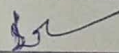
6. Mr. Sushil Dubey



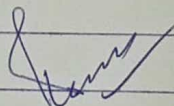
7. Dr. Varsha Verma



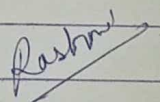
8. Mr. Jitendra Sahu



9. Mr. H. S. Sachdev



10. Rashmi Singh



Mr. Vimal Kumar read out the agenda of the meeting
and started meeting with the permission of the
Principal.

1. The minutes of the last meeting were read out before
the house and with some modifications as
suggested by the members, the minutes got
confirmed unanimously

2. Incharge of CS Department, Mr. Dhirendra Parate and Mr. Sustil Dubey were given the task to upload the previous year question papers on college website.
3. It was decided that unused hall of Happy ITI will be convert into a computer lab and additional 80 computer systems with UPS & AC are required
4. It was discussed and decided that process for procurement of a transformer of required capacity and execution of work substation be started at the earliest as soon as permission received from the end of SAIL(BSP)
5. A discussion was held for the proposal of renovation of Lab 5 and it was assured by the management that it will be renovated as soon as possible.
6. As per last year, the MOU with ALLEN Career Institute, Kota be renewed under the same terms & conditions as this has been helpful in usage of infrastructure of college during holidays and in also providing a platform for students of Bhilai, Durg who are aspiring for NEET exams.
7. There is a need of upgradation of computer systems in computer labs and addition of new computer systems as the number of students in computer courses are comparatively higher. After discussion, it has been resolved to upgrade & add new computers systems as per requirement.

8) It was discussed in meeting that management is interested to open m.com from coming session.

~~3/11/19~~

~~M~~
5/2/19.

~~Rashmi~~

~~S~~

~~IP~~
5/2/19.

~~IP~~

~~Abul~~

~~Abul~~

~~Abul~~
5/2/19



SAI COLLEGE

(SAI MAHAVIDYALAYA)

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Ref. No.

Date : 24/6/19

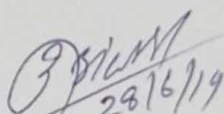
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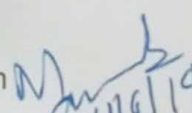
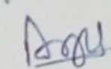
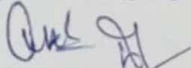
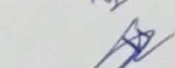
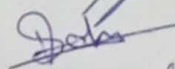
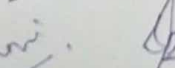
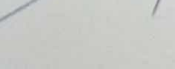

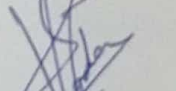
The Members of the Internal Quality Assurance Cell are informed that a meeting will be held on 28th June, 2019 in Principal Office at 3:00 pm. The members are requested to present in the meeting. The meeting shall be chaired by Principal.

The agenda of meeting are as follows:

1. Confirmation of the minutes of previous meeting.
2. Discussion regarding the class time table, induction program and preparations to start new session.
3. Discussion on recruitment of faculties in some subject.
4. Any other item with the permission of chair.


IQAC COORDINATOR


28/6/19
PRINCIPAL

1. Dr. Mamta Singh 
2. Dr. Anju Kumari 
3. Dr. Varsha Verma 
4. Mrs. Pratibha Gumasta 
5. Mr. Sushil Kumar Dubey 
6. Mrs. Varsha Sahu 
7. Mr. Dharendra Parate 
8. Ms. Rashmi Singh 
9. Mr. Vikas Yadav 

PRINCIPAL
Sai Mahavidyalaya
Bhilai (C.G.)

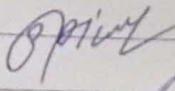
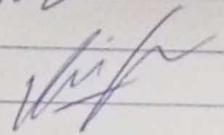
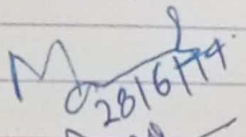
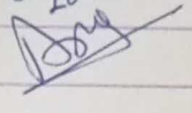
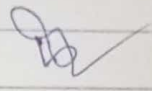

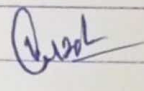
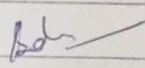
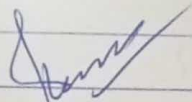
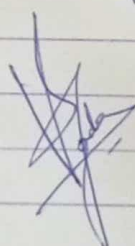
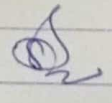
STREET-69, SECTOR-6, BHILAI, CHHATTISGARH - 490006

Tel.: 0788-2284584, 2284023, Email : director@saicollge.in

www.saicollge.org

Minutes of meeting held on 28th June, 2019
in Principal Office at 3:00 pm

The following members of IQAC were present in
the meeting.

1. Dr. D. B. Tiwari 
2. Mr. Vimal Kumar 
3. Dr. Mamta Singh 
4. Dr. Anju Kumari 
5. Mrs. Pratibha Gumasta 
6. Mr. Sushil Dubey 
7. Dr. Vausha Verma 
8. Mr. Jitendra Sahu 
9. Mr. H. S. Sachdev 
10. Mr. Vikas Yadav 
11. Dr. Abhimesh Swain 

Mr. Vimal Kumar read the agenda of the meeting
and started meeting with the permission of
Principal.

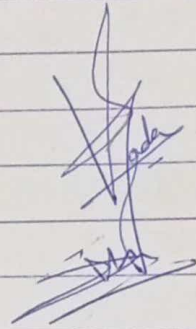
1. Minutes of previous meeting were approved

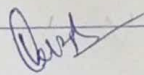
2. The responsibility for framing the time-table for session 2019-20 was given to Departmental Heads after consulting other staff members of respective subjects. Also HODs were instructed to make a presentation for Induction Program for freshers, so that they could know about college, course and Code of Conduct of our College.

3. It was discussed & decided that appointments of Teaching faculties are required in some subjects like Physics, Computer, Biotechnology, Microbiology, Chemistry & Zoology. The Director & Principal assured that the appointments on above given subjects will be done before starting the session.

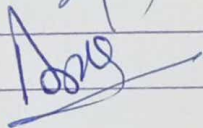
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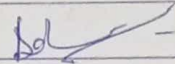
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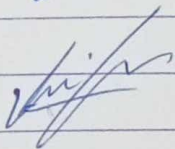


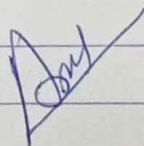


28/6/19









28/6/19



SAI COLLEGE

(SAI MAHAVIDYALAYA)

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& Under Section 2 (f) of the UGC Act

Ref. No.

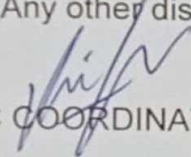
Date: 15/10/19

Notice

The Members of the IQAC Cell are hereby informed to attend a meeting on 19th Oct, 2019 at 3:00pm in Principal Office. The members are requested to present in the meeting. The meeting will be chaired by the Principal.

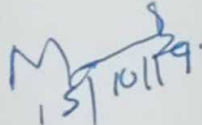
The agenda of meeting are as follows:

1. Confirmation of the minutes of previous meeting.
2. Proposal for collaboration with some more organizations.
3. Discussion on installation of more CCTV cameras in college premises .
4. Proposal to organize a National Conference in this academic year.
5. Discussion on celebration of Annual Function Program.
6. Any other discussion with the permission of Chairperson.

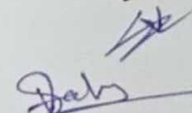

IQAC COORDINATOR

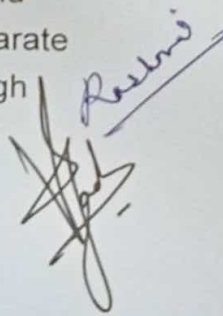

19/10/2019
PRINCIPAL
PRINCIPAL
Sai Mahavidyalay
Bhilai

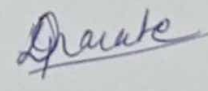
1. Dr. Mamta Singh
2. Dr. Anju Kumari
3. Dr. Varsha Verma
4. Dr. Pratibha Gumasta
5. Mr. Sushil Kumar Dubey
6. Mrs. Varsha Sahu
7. Mr. Dharendra Parate
8. Ms. Rashmi Singh
9. Mr. Vikas Yadav
- ?


15/10/19









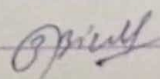
STREET-69, SECTOR-6, BHILAI, CHHATTISGARH - 490006

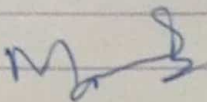
Tel.: 0788-2284584, 2284023, Email : director@saicollege.in
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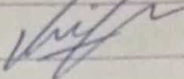
19/10/19

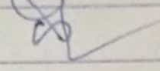
MINUTES OF THE MEETING HELD ON 19/10/2019
AT 3PM IN ~~PR~~ PRINCIPAL ROOM

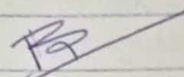
The following members of IBAC were present
in meeting

1. Dr D. B. Tiwari 

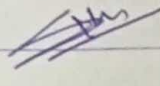
2. Dr Mamta Singh 

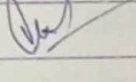
3. Dr Vimal Kumar 

4. Dr Brajbha Gurnastu 

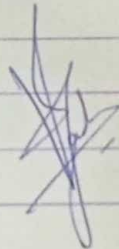
5. Dr Bhavna Pandey 

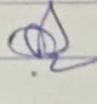
6. Mr H S Sachdev

7. Mr Sushil Dubey 

8. ~~Ms~~ Varsha Verma 

9. Mr Dharendra Parate

10. Mr Vikas Yadav 

11) Dr. Abhinav Srivastava 

NAAC Coordinator Dr Mamta Singh welcomed
the all members of IBAC.

Dr Vimal Kumar (IBAC Coordinator) started the
meeting with the permission of the Chair.

1. minutes of the previous meeting were
approved and confirmed.

2. It was decided that departments will be encouraged to have more MoU's with leading educational Institutions, NGOs and with other reputed organizations.
3. It was discussed and decided that college will install more cameras over a period of time for better surveillance of the Campus.
4. It was decided that one national Conference will be organized to promote research and publication activities. This will be done in the month of February.
5. It was discussed and decided that Annual function program will be organized in month of February to give platform to the students to showcase their talent.
- 6) No any other item was discussed and meeting ended with vote of thanks.

[Signature]

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Mand
19/10/19.

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SAI COLLEGE

(SAI MAHAVIDYALAYA)

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& Under Section 2 (f) of the UGC Act

Ref. No.

Date : 3/2/20

Notice

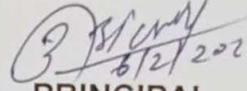
The Members of the IQAC Cell are informed that a meeting will be held on 6th Feb, 2020 at 2:00 pm. The members are requested to present in the meeting. The meeting will be chaired the by Principal.

The agenda of meeting are as follows:

1. Confirmation of the minutes of previous meeting.
2. Discussion on preparation of National Conference.
3. Proposal to make more committees and cells.
4. Any other discussion with the permission of Chairperson.

IQAC GOORDINATOR

1. Dr. Mamta Singh
2. Dr. Anju Kumari
3. Dr. Varsha Verma
4. Mrs. Pratibha Gumasta
5. Mr. Sushil Kumar Dubey
6. Mrs. Varsha Sahu
7. Mr. Dharendra Parate
8. Ms. Rashmi Singh
9. Mr. Vikas Yadav


3/2/2022
PRINCIPAL
PRINCIPAL
Sai Mahavidyalaya
Bhilai (C.G.)

?

STREET-69, SECTOR-6, BHILAI, CHHATTISGARH - 490006

Tel.: 0788-2284584, 2284023, Email : director@saicollege.in

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Minutes of the meeting which was held on 6/2/20.

Dr. Vimal Kumar, IQAC Coordinator welcomed all the members of meeting and started meeting with the permission of the chair.

1. The IQAC Coordinator read out the minutes of the last meeting held on 19/10/19. With a few suggestions all members were approved the minutes of the last meeting and the same got confirmed unanimously.
2. The preparation for the National Conference to be held at the end of the month in college was discussed and decided that distribution of the work by forming Committee.
3. It was discussed that some committees will be formed like cultural and discipline to smooth conduction of Annual function. It was also decided that around 20 students volunteer will help in organizing the Annual Day.
- 4) Suggestion comes from commerce department faculties to conduct five days workshop on ~~career~~ platform. professional ethics, ~~for~~ counselling and other topics which are necessary for placement point of view.

Principal had also expressed that from next year we are also going to introduce Pw classes for Chemistry and Computer Science.

Following members were present in the meeting.

Munish
6/2/20

~~_____~~

06/02/2020

Gravate

20/6/20

Notice

It is informed to all the members of the IQAC that in view of the circumstances of the current Covid-19, the last meeting of this session will be organized in online mode. All the members are requested to join this meeting on 25/6/20 at 11 am.

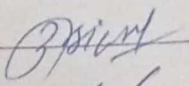
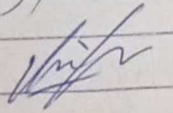
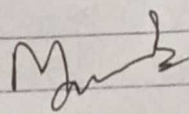
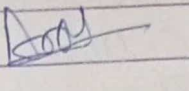
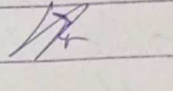
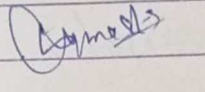
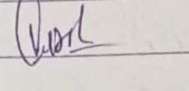
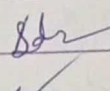
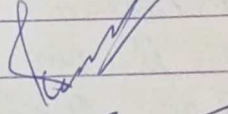
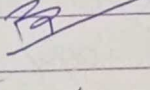
The meeting will be held on Zoom Online platform, all you have to do is install. The link of the meeting will be shared to you a day before.

Agenda of the meeting

1. Confirmation of the minutes of the previous meeting.
2. Proposal to increase number of seats in PGDCA Course.
3. Proposal to start M.Com PG Course from next session.
4. Proposal to launch College APP.
5. Discussion on Conduction of on line classes.
6. To Discuss reformulation of IQAC for session 2020-21 & 2021-22.
7. Any other subject with the permission of the chair.

Minutes of the meeting held on 25th June 2020
on - online mode.

The following members of IQAC were
present in the meeting.

1. Dr. D.B. Tiwari 
2. Dr. Vimal Kemer 
- 3) Dr. Mamta Singh 
- 4) Dr. Anju Kemer 
- 5) Mr. Sushil Dubey 
- 6) Dr. Pratibha Garmasta 
- 7) Dr. Varsha Verma. 
- 8) Mr. Jitendra Sahu 
- 9) Mr. H.S. Saehdev 
- 10) Dr. Bhayana Pandey 

~~Dr. Prashant Sharma~~
Mr. Abhinav Srava
Dr. Vimal Kumar welcomed all the
members of the IQAC and started
the meeting with the permission of the
Chair.

Principal Dr. D.B. Tiwari read out all
the items of today's meeting.

1. The minutes of the last meeting were readout by IQAC Coordinator Dr. Vimul Kumar, with a formal discussion with all IQAC members. These minutes of the meeting were approved by the IQAC members.
2. In view of the demand for Computer diploma Course at present, the HOD of Computer department Dr. Mamta Singh has proposed to increase the number of seats in the PC/DCA Course in the next session. This was accepted by all members and for this it was decided to start the process of application in the university.
3. There was a proposal from the Commerce department by Dr. Anju Kumari to start M.com PC Course from the next session. After discussion on this, every one decided that since B.com graduation Course runs in the college then M.com PC course is necessary. To apply for this in the university the director sir Mr. H.S. Sachdev gave the responsibility to the principal.
4. Mr. Sankil Dubey from Computer department proposed an idea that college should have their mobile App for efficient ICT application and to give e-notes, e-notice to the students.
- 5

Dr. Mamta Singh informed all about the on line classes being held for semester courses due to sudden COVID outbreak. All appreciated the effort of the staff. Various suggestions were received and it was decided

To make use of the new mobile APP developed by college.

6. It was discussed and decided that the tenure of IQAC which was for the session 2018-19 and 2019-20 will end in June 20, So for the session 2020-21 and 2021-22, the process of restructuring the IQAC should be started. In new committee of IQAC there was a proposal to add an industrial member from any industry. It was gladly accepted by all members.

7. No any other item raised in meeting.

~~3/11/20~~

~~M. J. S.~~

~~Dr~~

~~Dr~~

~~Dr~~

~~Dr~~

~~Bemarks~~

~~Dr~~

Reformulation of IQAC for the Session 2020-21 and 2021-22

Previously, IQAC Cell was formed to conduct the activities of College smoothly and systematically, whose tenure was for academic session 2018-19 and 2019-20. Upon completion of this tenure, the IQAC Cell is reformulating for the academic session 2020-21 and 2021-22.

The structure of this cell will be as follows:

1. Chairperson of IQAC (Principal)
2. IQAC Coordinator
3. NAAC Coordinator
4. Four Teaching Staff Members.
5. Two Administrative Staff Members.
6. One Management Representative
7. Two External Members
8. One Student Nominee
9. One Alumni Nominee
10. One Industrial Member.

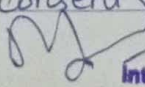
The term of the new Committee will commence from 1st July, 2020.

Name of committee members as per the above structure are as follows:

1. Chairperson of IQAC - Dr. D. B. Tiwari
2. IQAC Coordinator - Dr. Mamta Singh
3. NAAC Coordinator - Dr. Vimal Kumar

4. Teaching Staff 1 - Dr. Anju Kumari
5. Teaching Staff 2 - Dr. Varsha Verma
6. Teaching Staff 3 - Dr. Pratibha Gumasta
7. Teaching Staff 4 - Mr. Sushil Kumar Dubey
8. Administrative Staff 1 - Mr. Jitendra Sahu
(Clerk)
9. Administrative Staff 2 - Mrs. Varsha Sahu
(Librarian)
10. Management Representative - Mr. H. S. Saehdev
(Director)
11. External Member 1 - ^{Pandey} Dr. Bhawna Pandey
(Asstt. Prof. Biotechnology)
(Bhilai Mahila Mahavidyalaya)
12. External Member 2 - Dr. Prashant Shrivastava
(DSW, Hemchand Yadav
Vishwavidyalaya)
13. Student Nominee - Mr. Bhavesh Deshmukh
(BSc (Biotechnology) - final year)
14. Alumni Nominee - Mr. Atul Sinha
15. Industrial Member - Mr. Yogendra Singh
(Director, Sales)
(Omega Financial)

The consent from all the above members have been taken.


Dr. Mamta Singh
Co-Ordinator
Internal Quality Assurance Cell


PRINCIPAL
Sai Mahavidyalaya
Bhilai (C.G.)



SAI COLLEGE

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& Under Section 2 (f) of the UGC Act

Ref. No.

Date : 10/9/20

NOTICE

The Members of the IQAC Cell are being informed that a meeting will be held on 12/09/2020 at 2:00pm. The members are requested to present in the meeting. The meeting will be chaired by the Principal.

The agenda of meeting are as follows:

1. Confirmation of the minutes of previous meeting.
2. Discussion on execution of perspective plan for the current academy year 2020-21.
3. Discussion on providing study materials to students and how to make more interactive classes.
4. Proposal for organising a certificate course on Data Science by Mr. Jaideep Sachdev.
5. Proposal for annual maintenance contract of generator.
6. Discussion on proposal to install a tea maker machine in office.
7. Discussion on Alumni Meet in the month of December.
8. Review of NAAC preparation work.
9. Any other discussion with the permission of Chairperson.

IQAC COORDINATOR

3/12/20
PRINCIPAL
SAI Mahavidyalaya
Bhilai (C.G.)

Dr. Mamta Singh
Dr. Vimal Kumar
Dr. Anju Kumari
Dr. Varsha Verma
Dr. Pratibha Gumasta
Mr. Sushil Kumar Dubey
Mr. Jitendra
Mrs. Varsha Sahu
Mr. Dharendra Parate
Mr. Bhavesh Deshmukh

STREET-69, SECTOR-6, BHILAI, CHHATTISGARH - 490006

Tel.: 0788-2284584, 2284023, Email : director@saicollege.in
www.saicollege.org

Minutes of the meeting which is held on
12/9/20

Dr. Manta Singh, IQAC Coordinator welcomed the all members of IQAC and read out all the items on the agenda of the meeting to be discussed and the meeting started with the permission of the Chair.

1. The minutes of the last meeting held on 20.6.20 were read out and same got confirmed with the consent of all without any changes.
2. In the end of the academic year department wise perspective plans were invited from the respective heads of the departments. All received plans were systematically brought together and a consolidated perspective plan of the institution for the academic year 2020-21 was prepared by the IQAC. After various suggestions and modifications in the coordinator of the IQAC. It was minutely per by the members and approved unanimously.
3. It was discussed and decided that a normal situation after COVID may take time, so all staff members may be given individual white boards so that they can conduct the classes from home more effectively.
It was brought to the notice that some students are unable to attend the classes because of low band width or sharing of mobile with their brother and sisters. After discussion it was unanimously decided that college should help such students by

recording lectures and uploading these lectures in the College you Tube Channel and sharing link of these with the students so that they can view lectures as per their comfort.

4. It was discussed and decided that 21 days Certificate Course on Data Science will be scheduled in the month of November and Mr. Jaideep Saehdev will take the all sessions of this course.

5. It was decided that maintenance of generator will be given to the Company on regular basis through Annual maintenance Contract.

6. It was discussed and decided that due to COVID breakdown and to maintain hygiene a tea maker machine will be install in office kitchen.

7. It was decided that a Alumni meet program will be organized department wise in the month of December.

8. The Coordinator IQAC informed the all member of IQAC about the preparation of the NAAC, criteria wise.

It was decided that all work of NAAC allotted to small groups and each group will responsible for each criteria.

9 No any other issues and suggestion comes from members and meeting ended with vote of thanks, by Dr Vimal Kumar.

~~Atul~~

Atul Sinha

~~Atul~~
12/9/2020

(Dr Praeshant Shrivastav)

~~Atul~~
12.9.20

(Dr Bhawana Pandey)

~~Atul~~
12/9/20

Dr Mamta Singh

~~Atul~~

Dr. Anju Kumari

~~Atul~~

Dr Varsha Verma

~~Atul~~

Sushil

~~Atul~~

Dr. Vimal Kumar

~~Atul~~

Jitendra Sahu

~~Atul~~

Varsha Sahu

~~Atul~~

Dhirendra Parabe



SAI COLLEGE

(SAI MAHAVIDYALAYA)

Affiliated to Hemchand Yadav University, Durg
& Under Section 2 (f) of the UGC Act

Ref. No.

Date : 28/12/20.

NOTICE

The Members of the IQAC Cell are being informed that a meeting will be held on 22/12/2020 at 3:00pm in Principal Cabin. The members are requested to present in the meeting. The meeting will be chaired by the Principal.

The agenda of meeting are as follows:

1. Confirmation of the minutes of previous meeting.
2. Proposal to automate library using SOUL software and restart digital library through NLIST
3. Any other discussion with the permission of the Chairperson.

IQAC COORDINATOR

Dr. Mamta Singh
Dr. Vimal Kumar
Dr. Anju Kumari
Dr. Varsha Verma
Dr. Pratibha Gumasta
Mr. Sushil Kumar Dubey
Mr. Jitendra
Mrs. Varsha Sahu
Mr. Dharendra Parate
Mr. Bhavesh Deshmukh

Mamta Singh
Anju Kumari
Pratibha Gumasta
Sushil Kumar Dubey
Jitendra
Varsha Sahu
Dharendra Parate
Bhavesh Deshmukh

31/12/20
PRINCIPAL
PRINCIPAL
Sai Mahavidyalaya
Bhilai (C.G.)

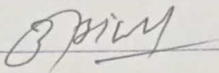
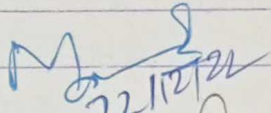
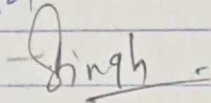
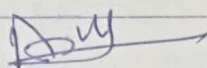
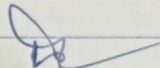
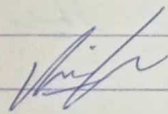
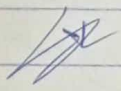
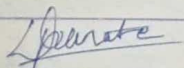

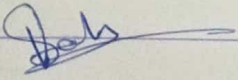
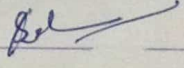
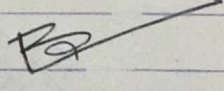
STREET-69, SECTOR-6, BHILAI, CHHATTISGARH - 490006

Tel.: 0788-2284584, 2284023, Email : director@saicollege.in
www.saicollege.org

Minutes of meeting which is held on 22nd Dec 2020. at principal office at 1:10

IQAC Coordinator Dr Mamta Singh welcomed all the members of Cell and read out the agenda of the meeting.

Following members were present in the meeting

1. Dr. D. B. Tiwari 
2. Dr Mamta Singh 
3. Dr. Sonal Khundevat 
4. Dr Anju Kumari 
5. Dr. Pratibha Cumasta 
6. Dr Vimal Kumar 
7. Mr. Sushil Dubey 
8. Mr. Dharendra parate 
9. Mr H.S. Sachder 
10. Mrs. Varesha Saher 
- 11) Mr. Jitendra Saher 
- 12) Dr Bhacuna Pandey 

Meeting was started with the permission of the chair.

1. The minutes of the last meeting held on 12th September 2020 were read out by the Coordinator IQAC and with some modifications the minutes got confirmed.

2. Dr. Mamta Singh informed all that college has subscribed for NLIST in 2015-16 session but due to some internal reasons subscription could not be continued. Also till date library is manually functioning so there is a need of automating library preferably through SOUL s/w and digital library through NLIST. be subscribed and subscription should continue year after year. All agreed to this and it was resolved that college should subscribe for SOUL NLIST at the earliest.

3. Principal also asked the deans of various stream for the assurance of regular on line classes and to provide proper notes to the students.

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Singh

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22/12/20



SAI COLLEGE

(SAI MAHAVIDYALAYA)

Affiliated to Hemchand Yadav University, Durg
& Under Section 2 (f) of the UGC Act

Ref. No.

Date : 21/2/21


Notice

The Members of the IQAC Cell are being informed that a meeting will be held on 04-02-21 in Principal Office at 2:00 pm. All the members are required to present in the meeting. The meeting will be chaired by Principal.

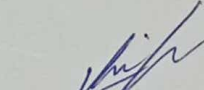

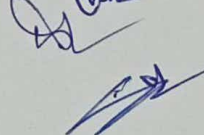
The agenda of meeting are as follows:

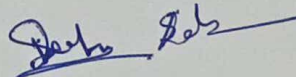
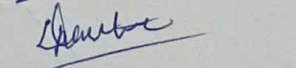
1. Confirmation of the minutes of previous meeting.
2. Proposal to construct additional classrooms and one more computer lab.
3. Proposal for UV visible Spectrophotometer for Biotechnology Lab.
4. Proposal to start new course B.Lib, BA and seat increase in PGDCA and BCA.
5. Any other discussion with the permission of chair.


IQAC COORDINATOR


PRINCIPAL
PRINCIPAL
Sai Mahavidyalaya
Bhilai (C.G.)

1. Dr. Vimal Kumar
2. Dr. Anju Kumari
3. Dr. Varsha Verma
4. Dr. Pratibha Gumasta
5. Mr. Sushil Kumar Dubey
6. Mrs. Jitendra Sahu
7. Mrs. Varsha Sahu
8. Mr. Dharendra Parate
9. Mr. Bhavesh Deshmukh

STREET-69, SECTOR-6, BHILAI, CHHATTISGARH - 490006

Tel.: 9630301027, 7024886996, Email : director@saicollege.in
www.saicollege.org



SAI COLLEGE

(SAI MAHAVIDYALAYA)

Affiliated to Hemchand Yadav University, Durg
& Under Section 2 (f) of the UGC Act

Ref. No.

Date : 21/21/21


Notice

The Members of the IQAC Cell are being informed that a meeting will be held on 04-02-21 in Principal Office at 2:00 pm. All the members are required to present in the meeting. The meeting will be chaired by Principal.

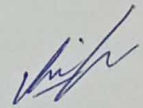
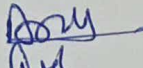
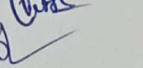

The agenda of meeting are as follows:

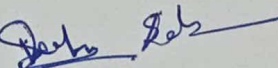
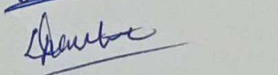
1. Confirmation of the minutes of previous meeting.
2. Proposal to construct additional classrooms and one more computer lab.
3. Proposal for UV visible Spectrophotometer for Biotechnology Lab.
4. Proposal to start new course B.Lib, BA and seat increase in PGDCA and BCA.
5. Any other discussion with the permission of chair.


IQAC COORDINATOR


PRINCIPAL
PRINCIPAL
Sai Mahavidyalaya
Bhilai (C.G.)

1. Dr. Vimal Kumar
2. Dr. Anju Kumari
3. Dr. Varsha Verma
4. Dr. Pratibha Gumasta
5. Mr. Sushil Kumar Dubey
6. Mrs. Jitendra Sahu
7. Mrs. Varsha Sahu
8. Mr. Dharendra Parate
9. Mr. Bhavesh Deshmukh

STREET-69, SECTOR-6, BHILAI, CHHATTISGARH - 490006

Tel.: 9630301027, 7024886996, Email : director@saicollege.in
www.saicollege.org

MINUTES OF MEETING WHICH WAS HELD ON
4/02/2021 at room no. 08

IQAC Coordinator Dr. Mamta Singh
read out the all agenda of
meeting and start the meeting

The following points were discussed in
the meeting.

1. The last meeting was conducted on
22nd December at 1:00 pm. The minutes
of the meeting were read out
with a formal discussion with all IQAC
members. These minutes of meeting were
approved by the IQAC members.
2. Proposal comes from Mr. Sushil Dubey
(Asst Prof. CS) to Construct more class room
and one additional Computer lab.
matter was discussed and found that it
is genuine problem because no. of students
in Computer streams are more. It was
accepted by all members and Director
Mr. H.S. Sachdev assured that construction
will be start as early as possible.
3. Suggestion received from staffs of Biotech
Department that UV Spectrophotometer
is required for students for deep
learning in practical. Suggestion was
accepted unanimously by all members
of committee and matter put for
further action.

4) proposal received from Dr Vimal Keimon (NAAC Co-ordinator) for to increase number of seats in PWDCA and BCA course by looking at the interest of students towards these courses.

5) No any other issues raised in meeting and meeting was ended with the vote of thanks.

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SAI COLLEGE

(SAI MAHAVIDYALAYA)

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Ref. No.

Date : 24/6/21

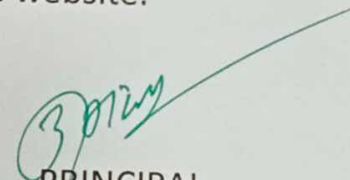
Notice

The Members of the IQAC Cell are being informed that a meeting will be held on 26-06-2021 in Principal Office at 2:00 pm. All the members are requested to present in the meeting. The meeting will be chaired by Principal.

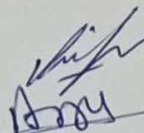
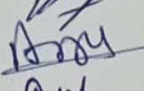
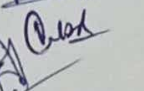

The agenda of meeting are as follows:

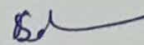
1. Confirmation of the minutes of previous meeting.
2. To finalize the fee structure for session 2021-22.
3. Discussion on preparation of Perspective Plan for session 2021-22.
4. Proposal to start B.Lib. and increase in number of seats for BCA.
5. Discussion regarding need of online UPS.
6. Discussion on upgradation and maintenance of college website.
7. Any other subject with the permission of Chairperson.



IQAC COORDINATOR

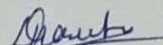

PRINCIPAL
PRINCIPAL
Sai Mahavidyalaya
Bhilai (C.G.)

1. Dr. Vimal Kumar
2. Dr. Anju Kumari
3. Dr. Varsha Verma
4. Dr. Pratibha Gumasta
5. Mr. Sushil Kumar Dubey
6. Mrs. Jitendra Sahu
7. Mrs. Varsha Sahu
8. Mr. Dharendra Parate
9. Mr. Bhavesh Deshmukh







STREET-69, SECTOR-6, BHILAI, CHHATTISGARH - 490006

Tel.: 9630301027, 7024886996, Email : director@saicollege.in
www.saicollege.org

Minutes of the meeting which was held on 26/6/2021 at Principals office.

IOAC Co-ordinator Dr. Mamta Singh read out all the agenda of meeting and started meeting with the permission of chair.

The following points were discussed in meeting -

① The last meeting was conducted on 4/2/2021.

The minutes of the last meeting were read out with formal discussion with all IOAC members. These minutes of meeting were approved by the IOAC members.

② After discussion amongst all the members on the fee structure in the session (2021-22), a fee structure of this session was finalized with the unanimous consent of all with some modifications in the old fee structure.

In this it was decided that the Covid Concession which was given earlier will also be given in this session. In view of the number of seats in PGDCA, it was decided to reduce its fee.

③ Deans of all the faculties present in the meeting were directed to prepare a department perspective plan for the coming session (2021-22) and show it to the IOAC Co-ordinator for further modifications and suggestions.

④ Faculty of Computer Science, Mr. Sushil Dubey proposed to increase the number

seats in view of the increasing value of PGDCA and Dr. Vimal Kumar has proposed to start the B. Lib Course from the (2022-23) in view of the future demand. Both the proposals were accepted by all the members.

⑤ Under the proposal of Mr. Sumit Bokkar, (Hardware Incharge) Sai College, the need for Online UPS was proposed. Since the proposal seemed quite reasonable in view of the number of Computer labs in College and the number of students studying, it was decided to accept it and take action for it.

⑥ Upgradation of College website is not happening properly. It was discussed in meeting how to upgrade College website on regular basis.

⑦ No other issues were raised, and the meeting ended with the vote of thanks by the Co-ordinator.

~~Aditi~~
26/6/21

~~Devi~~
26/6/21

~~Manu~~
26/6/21

~~Amy~~
26/6/21

~~Arsh~~

~~Arsh~~

~~Arsh~~

~~Arsh~~

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26/6/21

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SAI COLLEGE

(SAI MAHAVIDYALAYA)

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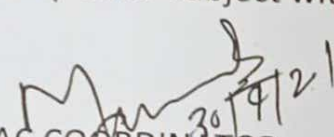
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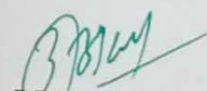
Notice

The Members of the IQAC Cell are being informed that a meeting will be held on 01-10-2021 in Principal Office at 12:00 pm. All the members are requested to present in the meeting. The meeting will be chaired by the Principal.


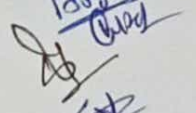

The agenda of meeting are as follows:


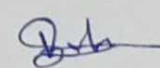
1. Confirmation of the minutes of previous meeting.
2. To review the progress in changing complete lighting system to LED lights.
3. Discussion regarding maintenance of CCTV.
4. Discussion regarding progress in the construction of new classes and lab.
5. Discussion regarding problems being faced with a service provider of website maintenance.
6. Any other subject with the permission of Chairperson.

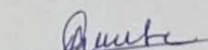
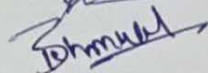

IQAC COORDINATOR


PRINCIPAL

1. Dr. Vimal Kumar
2. Dr. Anju Kumari
3. Dr. Varsha Verma
4. Dr. Pratibha Gumasta
5. Mr. Sushil Kumar Dubey
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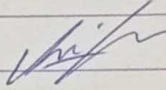
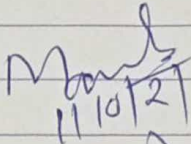
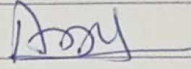

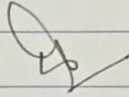
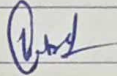
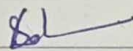
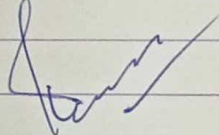
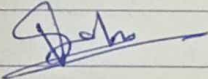
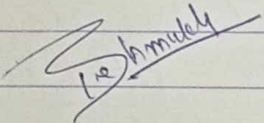
PRINCIPAL
Sai Mahavidyalaya
Bhilai (C.G.)

STREET-69, SECTOR-6, BHILAI, CHHATTISGARH - 490006

Tel.: 9630301027, 7024886996, Email : director@saicollege.in
www.saicollege.org

Minutes of meeting which is held on 1st October 2021 in principal office at 12:00 pm.

The following members of IQAC were present in the meeting.

1. Dr. D. B. Tiwari 
2. Dr. Vimal Kumar 
3. Dr. Mamta Singh 
4. Dr. Anju Kumari 
5. Mr. Sushil Dubey 
6. Dr. Pratibha Gumasta 
7. Dr. Varsha Verma 
8. Mr. Jitendra Sahu. 
9. Mr. H. S. Saehdev. 
10. Mrs. Varsha Sahu 
11. Mr. Bhavesh Deshmukh. 

1. Dr. Mamta Singh, IQAC Coordinator read out all points of meeting and start meeting with the permission of chair.

2. The minutes of last meeting 26/6/2021, which was held on 26th June 2021 were read out and same got confirmed with the permission of all without any changes.

2. It was earlier directed by the College management that all the lights of the Campus which are not LED should be replaced with LED lights. The progress of this work of this work was reviewed and placed before the Committee.
3. Discussed regarding the maintenance of CCTV Camera installed in the college campus. The task of supervising this task work was handed over to Mr. Sumit Borkar (Hardware Incharge) and Mr. Dumesh.
4. The progress of the under construction class rooms and Computer Lab in the first floor of the college was discussed, and it was ensured to be completed at the earliest.
- 5) The matter was discussed in length and Dr. Mamta Singh informed all about various problems being faced with Ethereal Corporation Network in updation of the various website timely. It was unanimously decided to transfer the work of website maintenance to Ravi Solutions. Also Domain name

6) The coordinator IQAC requested the
Chair to permit for the discussion
regarding use of ICT classrooms and
its ratio in percentage to be increased.
The college has cognizably increased
the number of classrooms with all
ICT facilities. The same facilities
have to be used frequently by the
faculty for all the subject.

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11/10/21~~

~~Abdul
11/10/21~~

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11/10/21~~

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SAI COLLEGE

(SAI MAHAVIDYALAYA)

Affiliated to Hemchand Yadav University, Durg
& Under Section 2 (f) of the UGC Act

Ref. No.

Date: 22/02/22

Notice

The Members of the IQAC Cell are being informed that a meeting will be held on 25-02-2022 in Principal Cabin at 3:00 pm. Members are requested to present in meeting. Meeting will be chaired by Principal.

Agenda of meeting are as follows:

1. Confirmation of the minutes of previous meeting.
2. Discussion on program of PAC.
3. To finalize the date of Annual Prize Distribution Program.
4. Proposal from Alumni for tilling of passage and plastering the wall behind transformer.
5. Discussion on proposal to install bench in front of the canteen and in the front passage of Room no. 1 to 4.
6. Appointment of staff under Statute 28 in Biotechnology, Chemistry and Computer Science.
7. Regarding requirement of updation/addition of computer in computer lab.
8. Any matter with the permission of Chairperson.


IQAC COORDINATOR


PRINCIPAL

1. Dr. Vimal Kumar
2. Dr. Anju Kumari
3. Dr. Varsha Verma
4. Dr. Pratibha Gumasta
5. Mr. Sushil Kumar Dubey
6. Mrs. Jitendra Sahu
7. Mrs. Varsha Sahu
8. Mr. Dharendra Parate
9. Mr. Bhavesh Deshmukh


PRINCIPAL
Sai Mahavidyalaya
Bhilai (C.G.)

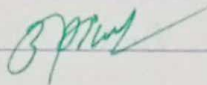
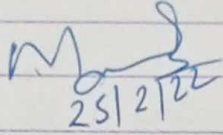
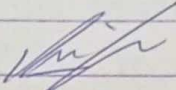
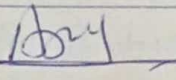
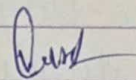
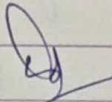
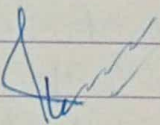
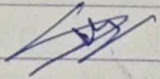
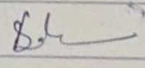
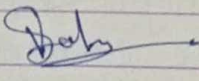
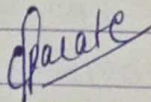
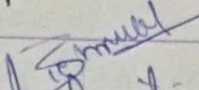
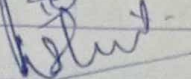
STREET-69, SECTOR-6, BHILAI, CHHATTISGARH - 490006

Tel.: 9630301027, 7024886996, Email : director@saicollege.in
www.saicollege.org

Minutes of meeting held on 25th Feb, 2022 in
Principal Cabin at 3:00 pm.

IQAC Coordinator Dr. Mamta Singh welcomed all
members of cell and read out the agenda
of the meeting.

Following members were present at meeting:-

- 1) Dr. D.B. Tiwari 
- 2) Dr. Mamta Singh 
25/2/22
- 3) Dr. Vimal Kumar 
- 4) Dr. Anju Kumari 
- 6) Dr. Varsha Verma 
- 7) Dr. Pratibha Gumasta 
- 8) Mr. H.S. Sachdev. 
- 9) Mr. Sushil K. Dubey 
- 10) Mr. Jitendra Sahu 
- 11) Mrs. Varsha Sahu 
- 12) Mr. Dharendra Parate 
- 13) Mr. Bhavesh Deshmukh. 
- 14) Dr. Parashant Shevastan. 

IQAC Coordinator, Dr. Mamta Singh read out the
points of meeting & started meeting with the
permission of chair.

- 1) Minutes of last meeting which was held on 01-10-2021 got confirmed.
- 2) Recently a webinar was organized by NAAC in which the launch of PAC (Provisional Accreditation for Colleges) for 2 years was informed. Director, Mr H.S. Sachdev discussed about the PAC in meeting & everyone made sure that the first accreditation of college is done by the PAC. Discussion done on progress of accreditation.
- 3) No Annual function was organized by the college because of COVID Pandemic but the co-curricular and extra-curricular and extra-curricular activities carried out in the session. An Annual Prize Distribution program was ensured to facilitate the winners during session.
- 4) Feedback received by Alumni in which there was a proposal to of tiling in the front passage of Room No. 2 to 5 and also a proposal to plaster the wall behind transformer. The proposal was accepted by all in the meeting and it was decided to get this work done at the earliest.
- 5) Dr. Anju proposed that benches should be installed in the canteen and passage so that the students would be facilitated. Director sir ensured that this work would be done very soon.
- 6) Principal, Dr. D.B. Tiwari proposed to make appointment in Statue 28 in some subjects like Biotechnology, Computer Science & Chemistry which was accepted by all unanimously.

7) In the view of increasing number of students, in this faculty Computer Science & Application, it was proposed by Dean of Computer Science to buy some additional computers & update the existing systems. Management assured that addition & updation will be done.

8) No other matter was raised & the meeting ended successfully.

BPNW

Chud
25/2/2022

Adhik
25/2/22

Job

M. J. S.
25/2/22

M

Amey

Sh
25/2/22

SB

Chud

Amey



SAI COLLEGE

(SAI MAHAVIDYALAYA)

Affiliated to Hemchand Yadav University, Durg
& Under Section 2 (f) of the UGC Act

Ref. No.

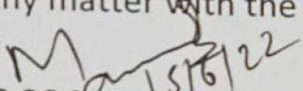
Date : 15/6/22

Notice

All the Members of the IQAC Cell are hereby informed that a meeting will be held on 20th June, 2022 in Principal Office at 12:00 pm. All the members are requested to present in the meeting. Meeting will be chaired by the Principal.

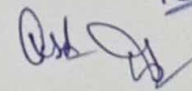

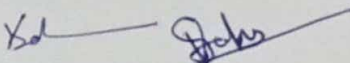
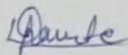
Agenda of meeting are as follows:

1. Confirmation of the minutes of previous meeting.
2. Discussion on proposal of installing tiles in the toilets of students.
3. Discussion on grievance received by the students and staff regarding Chemistry and Botany Lab, demanding to fix a watercooler near their lab.
4. Discussion on grievance for Biotechnology Lab Maintenance.
5. Suggestion comes from faculties of Biotechnology to install AC and projector in Biotechnology Lab.
6. Discussion on reformulation of IQAC Cell for session 2022-23 and 2023-24.
7. Discussion on accreditation under NAAC in place of PAC.
8. Proposal of online resources of SWAYAM & COURSERA.
9. Any matter with the permission of Chairperson.


IQAC COORDINATOR


PRINCIPAL
SAI Mahavidyalaya
Bhilai (C.G.)

1. Dr. Vimal Kumar
2. Dr. Anju Kumari
3. Dr. Varsha Verma
4. Dr. Pratibha Gumasta
5. Mr. Sushil Kumar Dubey
6. Mrs. Jitendra Sahu
7. Mrs. Varsha Sahu
8. Mr. Dharendra Parate
9. Mr. Bhavesh Deshmukh

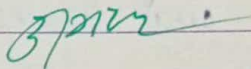
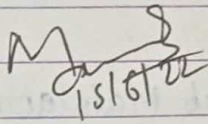
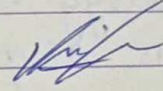
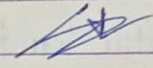
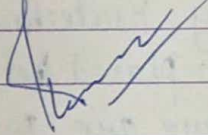
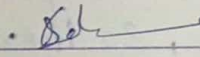
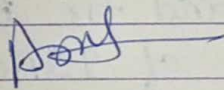
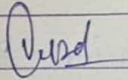
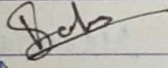
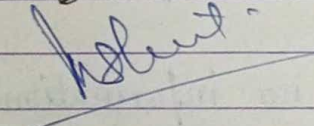





STREET-69, SECTOR-6, BHILAI, CHHATTISGARH - 490006

Tel.: 9630301027, 7024886996, Email : director@saicollege.in
www.saicollege.org

Minutes of meeting held on 20th June, 2022 in
Principal Office at 12:00 pm.
IQAC Coordinator, Dr. Mamta Singh mentioned
welcomed all members and read out the
agenda of meeting.

Following members were present in the
meeting:-

- 1) Dr. D. B. Tiwari 
- 2) Dr. Mamta Singh 
- 3) Dr. Vimal Kumar 
- 4) Mr. Sushil Dubey 
- 5) Mr. H. S. Sachdev. 
- 6) Mr. Jitendra Sahu 
- 7) Dr. Anju Karmari 
- 8) Dr. Varsha Verma 
- 9) Mrs. Varsha Sahu 
- 10) Dr. Prashant Shrivastava 

IQAC Coordinator, Dr. Mamta Singh read out the
agenda of meeting & started meeting with
the permission of chair.

- 1) The minutes of last meeting which was held on
25th Feb, 2022 were read out and same got
confirmed with the permission of all.

- 2) In the meeting, a proposal was made by Dr. Vimal Kumar, NSS incharge to do tilling the students toilet, which the management decided to do as early as possible.
- 3) Received a grievance from students doing practical in Chemistry and Botany lab in which they demanded a water cooler near their lab as they had to go to another floor for water. Management was assured of redressal of his complaint soon.
- 4) Biotechnology Lab Maintenance proposal was placed which was accepted with all agreed.
- 5) A projector and air condition. were demanded in the Biotech lab by Biotechnology staff members. This proposal was placed before the members in meeting. Because there are post-graduate classes also in Biotechnology, so there should be a projector and the demand for AC was also passed by members of IQAC.
- 6) In June of session 2021-22, the term of this IQAC is about to end, so it has been ensured to get the IQAC reconstituted.
- 7) Since no information about the PAC was received through NAAC, the IQAC chairperson and the coordinator proposed that the college should now prepare for NAAC as most of the nearby metrics used to meet the criteria of NAAC.
- 8) Proposal received from Dr. Mamta Singh to register more no. of students in online courses under SWAYAM and COURSERA. It was appreciated and

accepted by all unanimously.

9) Proposal comes from committee members that a parent nominee should be present in newly formulated IQAC for session 2022-23 and 2023-24. Meeting ended with vote of thanks.

Aditya
20/6/22

De

De

Pp
20.6.22

Pranav

De

Aditya
20/6/22

De

De

Pranav

Manish
20/6/22

SAI COLLEGE (SAI MAHAVIDYALAYA)

IQAC CELL FORMATION FOR SESSION 2022-23 & 2023-24.

Date _____
Page _____

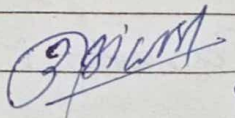
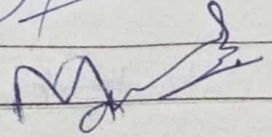
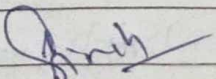
The IQAC cell for Sai College (Sai Mahavidyalaya) has been re formulated for Session 2022-23 & 2023-24

The Structure of the new IQAC Cell shall be as below -

1. Chairperson IQAC Cell - Principal
2. IQAC Coordinator
3. IQAC Asstt Coordinator
4. NAAC Coordinator
5. Asstt NAAC Coordinator
6. Five Teaching Staff Members
7. Three Administrative Staff Members
8. One Management Representative
9. Two External Members
10. One Parent Nominee
11. One Student Nominee
12. Two Alumni Nominee
13. One Industrialist/- (Nominated)

The term of the new Committee will start from 1st July 2022.

The Name of the members as per the above structure for the IQAC Cell for 2022-23 & 2023-24 are as follows -

- ① Chair person IQAC Cell - Dr. D. B. Tiwari 
- ② IQAC Coordinator - Dr Mamta Singh 
- ③ IQAC Asstt Coordinator - Dr Sonal Khandelwal 

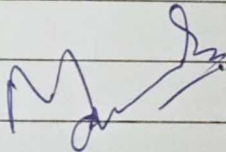
- (4) NAAC Coordinator - Dr Vimal Kumar ✓
- (5) NAAC Asstt Coordinator. Mr Sushil Kumar Dubey ✓
- (6) Teaching Staff-1 - Dr Anju Kumari ✓
- (7) Teaching Staff-2 - Dr Varsha Verma ✓
- (8) Teaching Staff-3 - Dr Pratibha Gurnasta ✓
- (9) Teaching Staff 4 - Smt Harpreet Kaur ✓
- (10) Teaching Staff 5 - Ms Divya Debey ✓
- (11) Admin Staff-1 - Mr Jitendra Kumar Sahu (Clerk) ✓
- (12) Admin Staff-2 - Smt Varsha Sahu (Librarian) ✓
- (13) Admin Staff 3 - Mr Dhirendra Parate (Sports I/c) ✓
- (14) Management - Shri Harmeet Singh Sachdev Representative Director. ✓
- (15) External Member-1 Dr. R.N. Singh Principal, Govt VYTPG College ✓
- (16) External Member-2 Dr Prashant Shrivastava DSW, Hemchand Yadav University ✓
- (17) Parents Nominee - Shri K.K. Singh Father of Pranjali Singh, Student of BCom ✓
- (18) Student Nominee - V. Neelima Student of MSc CS ✓
- (19) Alumni Nominee 1 - Mr Vikas Yadav Asstt FSTL & Food Safety & Quality officer, Akshay Raza, Bhubai ✓

(20) Alumni Nominee-2 - Ms Nidhi Gupta 19
Content Writer, Ved Logic, Ahmedabad

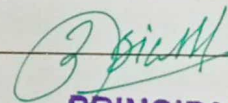
(21) Nominated Industrialist - Mr. Sajan Sudhakaran 20
(Proprietor - Excellex Solutions,
Akshit Trader & Director,
Chlorophyll Biofuels Pvt Ltd.
& Sustainable EcoSolutions
Pvt Ltd)

The Consent from all the above members
have been taken.

The first meeting of the newly formed
IQAC Cell for Session 2022-23 & 2023-24
is proposed to be held in the month
of July 22.



Dr. Mamta Singh
Co-Ordinator
Internal Quality Assurance Cell
Sai College, Bhilai



PRINCIPAL
Sai Mahavidyalaya
Bhilai (C.G.)



SAI COLLEGE

(SAI MAHAVIDYALAYA)

Affiliated to Hemchand Yadav University, Durg
& Under Section 2 (f) of the UGC Act

Notice

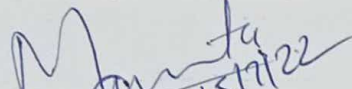
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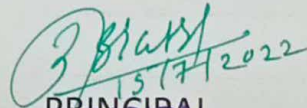
Date: 15.7.22


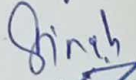


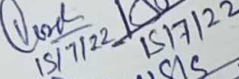
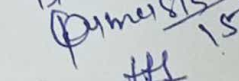

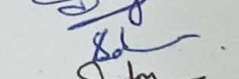
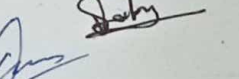
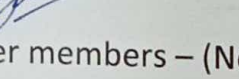
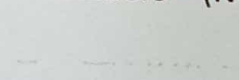

The Members of the Internal Quality Assurance Cell are informed that the meeting of the IQAC of Sai College shall be held on 22nd July 2022 in the Director's Room at 3.00 PM. The members are requested to attend the meeting. The meeting shall be chaired by the Principal.

Agenda of the Meeting-

- 1 Welcome address by the IQAC Cordinator
- 2 To read and confirm the minutes of the last meeting.
- 3 Discussion regarding the admission process.
- 4 Review of activities pertaining to the NAAC accreditation.
- 5 Review of institutional planning and strategy for quality improvement.
- 6 Discussion on the execution of the perspective plan of the institution for the academic year 2022-23
- 7 Any other subject with the permission of the chair.


IQAC COORDINATOR


PRINCIPAL
Sai Mahavidyalaya
Bhilai (C.G.)

1. Shri Harmeet Singh Sachdev 
2. Dr Sonal Khandelwal 
3. Dr Vimal Kumar 
4. Mr Sushil Kumar Dubey 
5. Dr Anju Kumari 
6. Dr Varsha Verma 
7. Dr Pratibha Gumasta 
8. Smt Harpreet Kaur 
9. Ms Divya Dubey 
10. Mr Jitendra Kumar Sahu 
11. Smt Varsha Sahu 
12. Shri Dharendra Parate 
13. External Members & Other members – (Notice sent by hand)

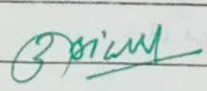
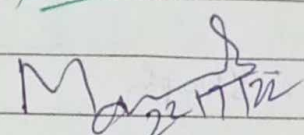
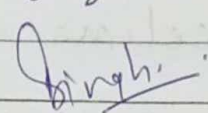
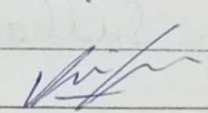
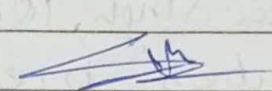
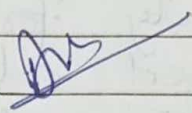
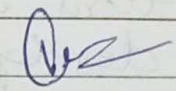
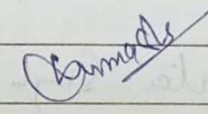


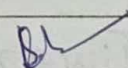
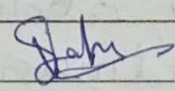
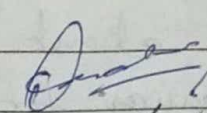
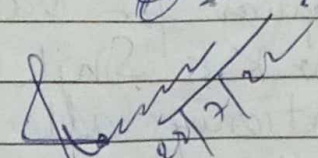
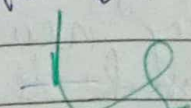
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MINUTES OF THE MEETING OF IQAC
HELD ON 22-7-2022 AT - 3 PM
DIRECTOR'S ROOM.

Date AT.
Page _____

The following IQAC members were present-

- ① Dr. D. B. Tiwari 
- ② Dr. Manta Singh 
- ③ Dr. Sonal Khandelwal 
- ④ Dr. Vimal Kumar 
- ⑤ Mr. Susheel Kr. Dubey 
- ⑥ Dr. Anju Kumari 
- ⑦ Dr. Varsha Verma 
- ⑧ Dr. Pratibha Gurnasta 
- ⑨ Smt. Harpreet Kaur 
- ⑩ Ms. Divya Dubey 
- ⑪ Mr. Jitendra Kumar Sahu 
- ⑫ Smt. Varsha Sahu 
- ⑬ Shri Dhirendra Pasale 
- ⑭ Shri Harmeet S Sachdev 
- ⑮ Dr. R. N. Singh 

- ①⑥ Dr Prashant Shrivastava
- ①⑦ Mr Vikas Yadav
- ①⑧ Mr K.K. Singh
- ①⑨ Ms V. Neelima
- ②⑦ Mr Sajan Sudhakaran

Neelima
22/7/22

Vikas
22/7/22

Neelima

Sajan

- ① Dr. Mamta Singh, IQAC Coordinator welcomed all the members present in the first meeting of the newly formulated IQAC meeting. She also briefed all the new members about the functions of IQAC and its advantages for the development of the College.
- ② Dr Mamta Singh IQAC Coordinator read the last meeting minutes and briefed all the members present about the action taken against the decisions taken in the last meeting.
- ③ Dr. D.B. Tiwari principal, briefed every one present about the actions taken for the admission process. He also informed all about the number of applications enquires for various courses. Mr Vikas Yadav & Mr K.K. Singh suggested that advertisement mentioning all courses be published in leading newspapers. Dr Prashant Shrivastava discussed the matter of admission & =

encouraged the staff members to participate in the admission process. He also suggested to approach students who might not get admission in Govt colleges as these students might be prospective candidates for admission to college.

4) Dr Mamta Singh & Dr Vimal Kumar informed all about the status of preparation of college Criteria wise for NAAC accreditation. They also informed that college was preparing for PAC, but in absence of PAC option on NAAC website till date, preparation for NAAC Accreditation has again been resumed & the college would be submitting IQA in next one month time. Mr Sajjan Sudhakaran, Nominated Industrialist-member also encouraged all staff members & motivated them to strive hard for a good Grade in NAAC Accreditation.

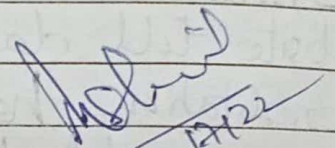
5) The matter on institutional planning for Quality improvement was discussed and it was unanimously decided to improve quality by focusing on use of ICT by teachers more frequently than before. and this year should be focused on more students in University Merit list. For this extra efforts be given on both fast & slow learners to improve the result.

6) The Academic calendar & perspective plan was presented before all and was appreciated. It was unanimously agreed

with minor modifications were agreed by

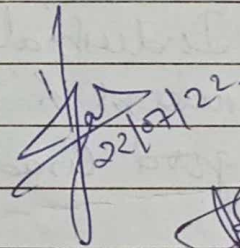
(7) Dr Prashant Shrivastava, discussed again about the importance of NAAE Accreditation & motivated all present to work hard unanimously on the preparations of NAAE Accreditation & ensure to complete the same before the end of this year. The meeting ended with vote of thanks by Dr Mamta Singh.

① Dr Prashant Shrivastava

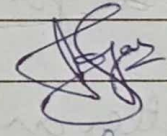

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② Mr K.K. Singh

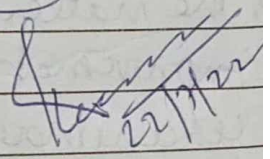
③ Mr Vikas Yadav


22/11/22

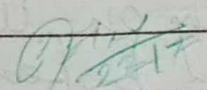
④ Mr Sajan Sudhakaran



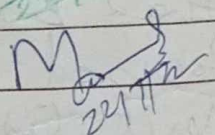
⑤ Mr Hameesh Singh Sachdev


22/11/22

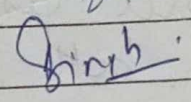
⑥ Dr D B Tiwari


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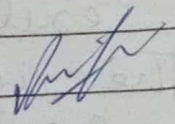
⑦ Dr Mamta Singh


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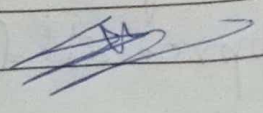
⑧ Dr Sonal Khandelwal



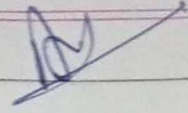
⑨ Dr Vimal Kumar



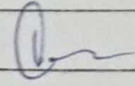
⑩ Mr Sushil Kumar Dubey



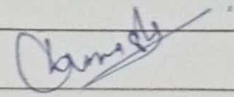
(11) Dr Anju Kumari



(12) Dr Varsha Verma

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(13) Dr Pratibha Gurnasta



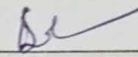
(14) Smt Harpreet Kaur



(15) Ms Divya Dubey



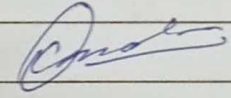
(16) Mr Jitendra K Sahu



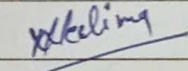
(17) Mrs Varsha Sahu

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(18) Shri Dhircendra Parate

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(19) Ms V. Neelima

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(20) Dr. R.N. Singh

