



महाराजा कॉलेज, उज्जैन

(Run By Guru Govind Singh Tri-Centenary Education Society)
Recognized by NCTE (New Delhi) UGC Under Section 2(f) & 12(B) M.P. Higher Education (Bhopal M.P.)

Affiliated to Vikram University, Ujjain (M.P.)
Abhilasha Colony Dewas Road Ujjain (M.P.) Ph. No. 0734-2520223

Accredited by "NAAC"

Note No. MC/SLI/23-24/32

Date 21-07-2024

Office Order

Sub :- IQAC Meeting

IQAC Meeting is scheduled to be held on 27 Jul 2024 at 2:30 PM in the Narbada devi Seminar Hall. All IQAC members have to attend the meeting accordingly. Agenda of the meeting will be sent shortly.

IT Support team will manage the all necessary arrangement of the meeting


Chief Executive Officer
Maharaja College
Chief Exocutive Officer
Maharaja College, Ujjain

Copy to :-

1. Hon'ble Chairperson (for kind information)
2. Principal /HOD's
3. Accounts /Examination/ Library/IT/All Staff
4. Coordinator



MAHARAJA COLLEGE, UJJAIN

Minutes of Internal Quality Assurance Cell (IQAC) Meeting – Dt 27.07.2023 (1/2023-24)

The Chairman of Maharaja College welcomed all IQAC members in the 1st IQAC Meeting of the academic session 2023-24 and handed over the proceedings to the IQAC Coordinator.

Agenda Item No.1:

Confirmation of the minutes of the last IQAC meeting held on 26.05.2023

Resolution:

The Coordinator of the IQAC read out the minutes of the meeting held on 26.05.2023

Agenda Item No.2: Action Taken Report of the meeting held on 26.05.2023

Resolution:

The Coordinator of the IQAC submitted the action taken report (ATR) (Annexed) of the decision taken and recommendations made on its meeting date.

Agenda Item No.3: Proposal for Salary and Increments.

Resolution:

The Coordinator of IQAC put up proposal to have a review of salary of staff by CEO. Based on his recommendations sanction of increments wef 01.07.2023 by the Chairman.

Agenda Item No.4: Proposal for feasibility study of starting Law Study wing.

Resolution:

The Coordinator of IQAC put up proposal to have a feasibility study of start of law courses in sister college.

Agenda Item No.5: Proposal of functioning of Separate Research Wing and a Scholarship Help Centre.

CEO

Chief Executive Officer
Maharaja College, Ujjain


IQAC Coordinator
DIRECTOR
I. Q. A. C.
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Resolution:

The Coordinator put up proposal to start functioning of Separate Research Wing and to establish a Scholarship Help Centre.

Agenda Item No.6: Review of RDC preparations.

Resolution:

The Coordinator put up proposal to get a review of preparations of Research Candidates for ensuing RDC.

Agenda Item No.6: Miscellaneous.

Resolution:

The Coordinator put up proposals related to miscellaneous issues viz. expenditure of Furniture and Fixers, Electric installation, change of vehicle operator etc.

The Coordinator placed vote of thanks to all members present in the meeting.


Chief Executive Officer
Maharaja College, Ujjain


IQAC Coordinator
DIRECTOR
I. Q. A. C.
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Annexure to the IQAC meet dated 27.07.2023:

Action taken report (ATR) of the decisions taken and recommendations made in its meeting dated 26.05.2023

Sr.	Resolution Taken	Action Taken Status
1.	To assess the effectiveness of advertisement in Dainik Awantika and Dainik Agnibaan. To get approval from the Chairman, if found effective in publicity.	Assessment done positively. Sanction obtained and advertisement issued.
2.	To give representation to VC suggesting improvements in Research Centre Allotment Policy.	A comprehensive note prepared and discussed with VC in person.
3.	Review of Drop out of 5 students in M.Ed. in 2022-23.	Review completed and advised steps to be taken to stop further drop outs.
4.	Upgrade ICT equipments.	Computer System (CPU) + a WiFi Receivers (Dongal) for use in M.Ed. and other departments purchased.


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Note No. MC/SLI/23-24/09

Date 18-08-2023

Office Order

Sub :- IQAC Meeting

IQAC Meeting is scheduled to be held on 21th Aug 2023 at 3:00 PM in the Narbada devi Seminar Hall. All IQAC members have to attend the meeting accordingly. Agenda of the meeting will be sent shortly.

IT Support team will manage the all necessary arrangement of the meeting


Chief Executive Officer
Maharaja College

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Maharaja College, Ujjain

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Minutes of Internal Quality Assurance Cell (IQAC) Meeting – Dt 21.08.2023 (2/2023-24)

The Chairman of Maharaja College welcomed all IQAC members in the 2nd IQAC Meeting of the academic session 2023-24 and handed over the proceedings to the IQAC Coordinator.

Agenda Item No.1:

Confirmation of the minutes of the last IQAC meeting held on 27.07.2023

Resolution:

The Coordinator of the IQAC read out the minutes of the meeting held on 27.07.2023

Agenda Item No.2: Action Taken Report of the meeting held on 27.07.2023

Resolution:

The Coordinator of the IQAC submitted the action taken report (ATR) (Annexed) of the decision taken and recommendations made on its meeting date.

Agenda Item No.3: Renewal of Online Library Membership.

Resolution:

Delnet Membership to be renewed for an year.

Agenda Item No.4: Review of PG Diploma in Guidance & Counselling.

Resolution:

Exercise of Review of PG Diploma in Guidance & Counselling to be carried out.

Agenda Item No.5: Review of M.A.(Education).

Resolution:

Exercise of Review of M.A. (Education) to be carried out.

The Coordinator placed vote of thanks to all members present in the meeting.

CEO
Chief Executive Officer
Maharaja College, Ujjain

IQAC Coordinator
DIRECTOR
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Annexure to the IQAC meet dated 21.08.2023;

Action taken report (ATR) of the decisions taken and recommendations made in its meeting dated 27.07.2023

Sr.	Resolution Taken	Action Taken Status
1.	The Coordinator of IQAC put up proposal to have a review of salary of staff by CEO. Based on his recommendations sanction of increments wef 01.07.2023 by the Chairman.	Staff Salary Reviewed by the Executive Director and CEO. Increments sanctioned wef 01.07.2023 based on recommendations of ED and CEO.
2.	The Coordinator of IQAC put up proposal to have a feasibility study of start of law courses in sister college.	Feasibility study conducted and it was decided to defer the decision by an year.
3.	The Coordinator put up proposal to start functioning of Separate Research Wing and to establish a Scholarship Help Centre.	Sanctions provided to open a Scholars' wing and Dr. Rekha Chordia has been appointed as Head of Research Wing. Shri Anit Shah has been designated as In-charge, Scholarship Help Centre.
4.	The Coordinator put up proposal to get a review of preparations of Research Candidates for ensuing RDC.	Review done. Research Scholars have been advised to be in readiness for RDC.
5.	The Coordinator put up proposals related to miscellaneous issues viz. expenditure of Furniture and Fixers, Electric installation, change of vehicle operator etc.	Miscellaneous issues viz. expenditure of Furniture and Fixers, Electric installation, change of vehicle operator etc. have been put up and sanctioned.


Chief Executive Officer
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Note No. MC/SU/23-24/10

Date 09-10-2023

Office Order

Sub :- IQAC Meeting

IQAC Meeting is scheduled to be held on 14th Oct 2023 at 4:00 PM in the Narbada devi Seminar Hall. All IQAC members have to attend the meeting accordingly. Agenda of the meeting will be sent shortly.

IT Support team will manage the all necessary arrangement of the meeting

Sain
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Maharaja College
Chief Executive Officer
Maharaja College, Ujjain

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Minutes of Internal Quality Assurance Cell (IQAC) Meeting – Dt 14.10.2023 (3/2023-24)

The Chairman of Maharaja College welcomed all IQAC members in the 3rd IQAC Meeting of the academic session 2023-24 and handed over the proceedings to the IQAC Coordinator.

Agenda Item No.1:

Confirmation of the minutes of the last IQAC meeting held on 21.08.2023

Resolution:

The Coordinator of the IQAC read out the minutes of the meeting held on 21.08.2023

Agenda Item No.2: Action Taken Report of the meeting held on 21.08.2023

Resolution:

The Coordinator of the IQAC submitted the action taken report (ATR) (Annexed) of the decision taken and recommendations made on its meeting date.

Agenda Item No.3: Infrastructure to be improved.

Resolution:

The Coordinator presented proposal of improvement in infrastructure viz. Cabins are to be erected in Room No. 12 along with cabinets beneath platforms. Aluminium Doors to be fixed below platforms in Room No.12. Aluminium Door to be setup in VSAT Room.

Agenda Item No.4: Dissertation Policy -2023-24.

Resolution:

The Coordinator presented proposal to deposit Fee to Higher Education Department, Govt. of Madhya Pradesh – BA & Com (1.20 lacs) for obtaining recognition in the college.

CEO

Chief Executive Officer
Maharaja College, Ujjain


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Agenda Item No.5: Proposed Tuition Fee B.A. and B.Com.

Resolution:

It is proposed to examine and decide Annual Tuition Fee Rs. 10000/- for B A & B Com, plus 4000/- for BA or BCom with Computers. Also to be put up in Governing Body for their approval to.

Agenda Item No.6: Study of proposed changes in library book issuance.

Resolution:

The Coordinator presented a Change in issuance of library books rule – initially it can be issued for a month. To check feasibility of the proposed changes.

The Coordinator placed a vote of thanks to all members present in the meeting.


Chief Executive Officer
Maharaja College, Ujjain


IQA Coordinator
DIRECTOR
I. Q. A. C.
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Annexure to the IQAC meet dated 14.10.2023:

Action taken report (ATR) of the decisions taken and recommendations made in its meeting dated 21.08.2023

Sr.	Resolution Taken	Action Taken Status
1.	Renewal of Online Library Membership.	Process of renewal of membership of Online Library DELNET initiated.
2.	Review of PG Diploma in Guidance & Counselling.	Done. Based on review improvements suggested to HOD(PG Diploma in Guidance & Counselling.)
3.	Exercise of Review of M.A. (Education) to be carried out.	Done. Based on review improvements suggested to HOD(MA (Education.))


Chief Executive Officer
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Note No. MC/SLI/23-24/18

Date 18-12-2023

Office Order

Sub :- IQAC Meeting

IQAC Meeting is scheduled to be held on 23 Dec 2023 at 2:30 PM in the Narbada devi Seminar Hall. All IQAC members have to attend the meeting accordingly. Agenda of the meeting will be sent shortly.

IT Support team will manage the all necessary arrangement of the meeting


Chief Executive Officer
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Minutes of Internal Quality Assurance Cell (IQAC) Meeting – Dt 23.12.2023 (4/2023-24)

The Chairman of Maharaja College welcomed all IQAC members in the 4th IQAC Meeting of the academic session 2023-24 and handed over the proceedings to the IQAC Coordinator.

Agenda Item No.1:

Confirmation of the minutes of the last IQAC meeting held on 14.10.2023

Resolution:

The Coordinator of the IQAC read out the minutes of the meeting held on 14.10.2023

Agenda Item No.2: Action Taken Report of the meeting held on 14.10.2023

Resolution:

The Coordinator of the IQAC submitted the action taken report (ATR) (Annexed) of the decision taken and recommendations made on its meeting date.

Agenda Item No.3: Registration of Research Journal, obtaining ISSN.

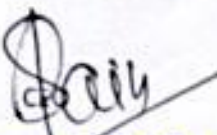
Resolution:

The Coordinator presented a proposal to start publication of Research Journal in Education. It is decided to initiate process of registration and to obtain ISSN. The task is assigned to Dr. Rekha Chordia.

Agenda Item No.4: Salary increase issues.

Resolution:

The Coordinator presented a proposal for review of salary of Smt. Rani Sharma / Smt. Dhanshri Jadhav / Shri Akhilesh Sharma. Based on review of performance, proposal of salary increase to be approved.


Chief Executive Officer
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Agenda Item No.5: Increments to Class -4 and ground staff.

Resolution:

The Coordinator presented a proposal to review the increments to Class -4 and ground staff.

Agenda Item No.6: House Inspection Committees for Awas Reimbursement.

Resolution:

The Coordinator presented a proposal to provide approval to House Inspection Committees for Awas Reimbursement.

The Coordinator placed a vote of thanks to all members present in the meeting.


Chief Executive Officer
Maharaja College, Ujjain


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Annexure to the IQAC meet dated 23.12.2023:

Action taken report (ATR) of the decisions taken and recommendations made in its meeting dated 14.10.2023

Sr.	Resolution Taken	Action Taken Status
1.	Improvement in infrastructure viz. Cabins are to be erected in Room No. 12 along with cabinets beneath platforms. Aluminium Doors to be fixed below platforms in Room No.12. Aluminium Door to be setup in VSAT Room.	Done. Satisfactorily completed.
2.	The Coordinator presented proposal to deposit Fee to Higher Education Department, Govt. of Madhya Pradesh – BA & Com (1.20 lacs) for obtaining recognition in the college.	Done. Fee Deposited timely.
3.	It is proposed to examine and decide Annual Tuition Fee Rs. 10000/- for B A & B Com, plus 4000/- for BA or BCom with Computers. Also to be put up in Governing Body for their approval.	Approval for Governing Body obtained timely.
4.	The Coordinator presented a Change in issuance of library books rule – initially it can be issued for a month. To check feasibility of the proposed changes.	Period of books issued has been increased from 15 days to one month for students.


Chief Executive Officer
Maharaja College, Ujjain


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Note No. MC/SLI/23-24/23

Date 25-02-2024

Office Order

Sub :- IQAC Meeting

IQAC Meeting is scheduled to be held on 28 Feb 2024 at 3:30 PM in the Narbada devi Seminar Hall. All IQAC members have to attend the meeting accordingly. Agenda of the meeting will be sent shortly.

IT Support team will manage the all necessary arrangement of the meeting


Chief Executive Officer
Maharaja College
Chief Executive Officer
Maharaja College, Ujjain

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4. Coordinator



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Minutes of Internal Quality Assurance Cell (IQAC) Meeting – Dt 28.02.2024 (5/2023-24)

The Chairman of Maharaja College welcomed all IQAC members in the 5th IQAC Meeting of the academic session 2023-24 and handed over the proceedings to the IQAC Coordinator.

Agenda Item No.1:

Confirmation of the minutes of the last IQAC meeting held on 23.12.2023

Resolution:

The Coordinator of the IQAC read out the minutes of the meeting held on 23.12.2023

Agenda Item No.2: Action Taken Report of the meeting held on 23.12.2023

Resolution:

The Coordinator of the IQAC submitted the action taken report (ATR) (Annexed) of the decision taken and recommendations made on its meeting date.

Agenda Item No.3: In-Principal Approval of Renewal of Usage and Cloud Charges of BestInd Software.

Resolution:

The Coordinator presented a proposal to renew Usage and Cloud Charges of BestInd Software.

Agenda Item No.3: Proposed to start one or two courses under PMKVY.

Resolution:

The Coordinator presented a proposal to apply for and to start one or two courses under PMKVY.

The Coordinator placed a vote of thanks to all members present in the meeting.

Chief Executive Officer
Maharaja College, Ujjain

IQAC Coordinator
DIRECTOR
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Annexure to the IQAC meet dated 28.02.2024:

Action taken report (ATR) of the decisions taken and recommendations made in its meeting dated 23.12.2023

Sr.	Resolution Taken	Action Taken Status
1.	Proposed to start publication of Research Journal in Education. It is decided to initiate process of registration and to obtain ISSN. The task is assigned to Dr. Rekha Chordia.	Process initiated. Approval for assigning task to Dr. Rekha Chordia given.
2.	The Coordinator presented a proposal for review of salary of Smt. Rani Sharma / Smt. Dhanshri Jadhav / Shri Akhilesh Sharma. Based on review of performance, proposal of salary increase to be approved.	Review of Salary completed. Salary increased as per recommendation.
3.	Increments to Class -4 and ground staff.	Increments sanctioned w.e.f. 01.01.2024
4.	Inspection Committees for Awas Reimbursement to be formed and to be approved.	Committee formed and approved.

The Coordinator placed a vote of thanks to all members present in the meeting.


Chief Executive Officer
Maharaja College, Ujjain


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Accredited by "NAAC"

Note No. MC/SLI/23-24/29

Date 01-04-2024

Office Order

Sub :- IQAC Meeting

IQAC Meeting is scheduled to be held on 06 Apr 2024 at 1:30 PM in the Narbada devi Seminar Hall. All IQAC members have to attend the meeting accordingly. Agenda of the meeting will be sent shortly.

IT Support team will manage the all necessary arrangement of the meeting


Chief Executive Officer
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Chief Executive Officer
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4. Coordinator



MAHARAJA COLLEGE UJJAIN

Minutes of Internal Quality Assurance Cell (IQAC) Meeting – Dt 06.04.2024 (6/2023-24)

The Chairman of Maharaja College welcomed all IQAC members in the 5th IQAC Meeting of the academic session 2023-24 and handed over the proceedings to the IQAC Coordinator.

Agenda Item No.1:

Confirmation of the minutes of the last IQAC meeting held on 28.02.2024.

Resolution:

The Coordinator of the IQAC read out the minutes of the meeting held on 28.02.2024.

Agenda Item No.2: Action Taken Report of the meeting held on 28.02.2024.

Resolution:

The Coordinator of the IQAC submitted the action taken report (ATR) (Annexed) of the decision taken and recommendations made on its meeting date.

Agenda Item No.3: Review of services of Sports Teacher, if found satisfactory to put on roll.

Resolution:

The Coordinator proposed to get a review of services of Sports Teacher done. If findings are found suitable then his services may be put on roll.

Agenda Item No.4: Purchase of a Laptop and a bio-matrix devise for use in PMKVY.

Resolution:

The Coordinator put up note to get In-principle approval for purchase of a Laptop and a bio-matrix devise for use in PMKVK (Pradhan Mantri Kaushal Vikas Kendra).


Agenda Item No.4: Policy of incentives to Kiosk Operators – Year 2024-25.

Resolution:

The Coordinator put up Policy of incentives to Kiosk Operators – Year 2024-25.

The Coordinator placed a vote of thanks to all members present in the meeting.


Chief Executive Officer
Maharaja College, Ujjain


IQAC Coordinator
DIRECTOR
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Annexure to the IQAC meet dated 06.04.2024:

Action taken report (ATR) of the decisions taken and recommendations made in its meeting dated 28.02.2024.

Sr.	Resolution Taken	Action Taken Status
1.	In-Principal Approval of Renewal of Usage and Cloud Charges of BestInd Software.	Approval obtained.
2.	The Coordinator presented a proposal to apply for and to start one or two courses under PMKVY.	Proposal Approved.

The Coordinator placed a vote of thanks to all members present in the meeting.


Chief Executive Officer
Maharaja College, Ujjain


IQAC Coordinator
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Accredited by "NAAC"

Note No. MC/SLI/23-24/31


Date 25-06-2024

Office Order

Sub :- IQAC Meeting

IQAC Meeting is scheduled to be held on 29 Jun 2024 at 4:30 PM in the Narbada devi Seminar Hall. All IQAC members have to attend the meeting accordingly. Agenda of the meeting will be sent shortly.

IT Support team will manage the all necessary arrangement of the meeting


Chief Executive Officer
Maharaja College
Chief Executive Officer
Maharaja College, Ujjain

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MAHARAJA COLLEGE UJJAIN

Minutes of Internal Quality Assurance Cell (IQAC) Meeting – Dt 29.06.2024 (7/2023-24)

The Chairman of Maharaja College welcomed all IQAC members in the 5th IQAC Meeting of the academic session 2023-24 and handed over the proceedings to the IQAC Coordinator.

Agenda Item No.1:

Confirmation of the minutes of the last IQAC meeting held on 06.04.2024.

Resolution:

The Coordinator of the IQAC read out the minutes of the meeting held on 06.04.2024.

Agenda Item No.2: Action Taken Report of the meeting held on 06.04.2024.

Resolution:

The Coordinator of the IQAC submitted the action taken report (ATR) (Annexed) of the decision taken and recommendations made on its meeting date.

Agenda Item No.3 : Appointments of 3 Tele-callers & One Assistant in PMKVY

Resolution:

The Coordinator proposed to appoint 3 Tele-Callers in College and One Assistant in PMKVY. Proposal Approved.

Agenda Item No.4 : Servicing of Water Filter / Cooler.

Resolution:

The Coordinator proposed to get servicing of Water Filter / Cooler done. Proposal approved.

Agenda Item No.5 : Publicity and Marketing Budget for the current year Rs. 1.50 lacs proposed.

Resolution:

The Coordinator put up proposal of Publicity and Marketing Budget for the current year as Rs. 1.50 lacs. Proposal accepted and approved.


Chief Executive Officer
Maharaja College, Ujjain


IQAC Coordinator
DIRECTOR
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Agenda Item No.6 : Policy of Research Scholars' fee and sharing with Supervisors

Resolution:

The Coordinator put up Policy of Research Scholars' fee and sharing with Supervisors. Proposal handed over for assessment, will be put up in next meeting under action taken report(ATR). Review of Vacant Positions of Research Scholars was also put up before IQAC Members.

Agenda Item No.7 : A brief on NCTE PAR Report.

Resolution:

A brief on NCTE PAR Report was placed before IQAC Team Members. Members displayed satisfaction on preparation for ensuing PAR Report.

Agenda Item No.7 : Health Insurance Premium of Shri N. K. Ladha

Resolution:

Reimbursement of Health Insurance Premium of Shri N. K. Ladha approved and sanctioned.

The Coordinator placed a vote of thanks to all members present in the meeting.


Chief Executive Officer
Maharaja College, Ujjain


IQAC Coordinator
DIRECTOR
I. Q. A. C.
MAHARAJA COLLEGE
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Annexure to the IQAC meet dated 29.06.2024:

Action taken report (ATR) of the decisions taken and recommendations made in its meeting dated 06.04.2024.

Sr.	Resolution Taken	Action Taken Status
1.	Review of services of Sports Teacher, if found satisfactory to put on roll.	Review completed. Services of Shri Abhishek Bhatia found satisfactory. His appointment as Sport Teacher has been regularized wef 01.04.2024.
2.	The Coordinator put up note to get In-principle approval for purchase of a Laptop and a bio-matrix devise for use in PMKVK (Pradhan Mantri Kaushal Vikas Kendra).	In-principal approval granted.
3.	Policy of incentives to Kiosk Operators – Year 2024-25.	Presented policy of incentives to Kiosk Operators accepted without any amendment.


Chief Executive Officer
Maharaja College, Ujjain


IQAC Coordinator
DIRECTOR
I. Q. A. C.
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