

Minutes of the Meeting on 23/08/2021

1st Meeting of IQAC for the session 2021-22 was conducted in the Principal's Office under the Chairmanship of Principal Dr. Tribok Chaud. Following points were deliberated:-

- (i) Since Mr. Satder (Coordinator IQAC) has been transferred, Mr. Pratima Nadde (Asso. Prof Com) being the seniormost in the team IQAC, was given the charge of Coordinator.
- (ii) Mr. Sanjay Sharma, one more addition to team IQAC was made with the approval of the Chair.
- (iii) Mr. Sanjay Sharma (AP, Botany) with consensus was allotted Criterion IV to be compiled and completed for AQAR 2020-21.
- (iv) It was also suggested that all the events conducted in the college shall be conveyed by the College Supdt to the IQAC by mailing the 'Notice' in the IQAC email, id.
- (v) Mr. Anuj Sawhney (Asso. Prof) suggested that the records from the Placement Cell regarding placements of old students and future mission should be discussed in a separate meeting with the college Placement Cell.
- (vi) Mr. Ashwani (AP, Chem) forwarded a proposal that since his Criterion requires sports information extensively, the Sports Incharge Mr. Vinod may be associated with him.
- (vii) Further it was added that Ms. Meena (Librarian) shall assist Mr. Sanjay (AP, Botany) for collecting effective information regarding library.
- (viii) Mr. D. Atlas (AP, Com) proposed that all the teachers may furnish their academic growth regarding publications, books, seminars, conferences, Refresher Courses etc to the IQAC through IQAC email.

(ix) For the annual feedback system Mr. Gaurav (AP, Maths) suggested that since the session 2020-21 was purely Online, hence a Google feedback form shall be created and sent to all the teachers, which they shall send in their group and therefore can be accessed by the criterion head and a statistical analysis can therefore be done and report be added.

(x) As regards 'students satisfaction survey' Mr. Raman (AP, Eng) was suggested to frame a Google form and the link be shared with the UG final year and PG final year students, who can share their experiences and suggest measures for improving the College fundamentals.

(xi) It was also suggested that the idea of floating a WEBINAR OR SEMINAR should be shared and discussed in Staff Meeting, so that every Department MUST conduct an activity of this kind to boost the performance of students and make them more competent.

Lastly the meeting was concluded with a note of appreciation for each member of the team for their active participation.

All suggestions are put forth the worthy Principal Dr. Trilok Chand for his kind approval.

Members :- 1. Ms. Sunilika

2. Mr. Anuj Santhony
3. Mr. D. Atlas
4. Mr. Gaurav
5. Mr. Sanjay Sharma
6. Mr. Raman
7. Ms. Meena
8. Mr. Parvan

9. Ashwin Kumar
10. Amit Sharma

Coordinator: Ms. Pratima Nade

Principal
Govt. College, Chand
(H.P.) Pin-175003

Minutes of Meeting on 24th Sep 2021

A meeting of IOAC was held on 24.09.2021 at 2.30 p.m. under the Chairmanship of Principal Dr. Trilok Chand.

Observations of the meeting :-

- (1) Google form was sent by Mr. Gaurav (AP, Maths) for the fulfillment of his Criterion regarding students feedback.
- (2) It was suggested that syllabus of each teacher framed with Annual Conduct Programme should be uploaded in the website in the respective Deptt, so that the Curriculum of the Subject is widely visible to students as well as parents.
- (3) Proposal to send feedback form to Students/ Employees/ Parents/ Old students was also made and to be done appropriately by Mr. Raman (AP, Eng) for the completion of his Criterion.
- (4) Suggestions were made for maintaining a record of weak/ Advance learners in every deptt and appropriate measures also to be taken to improve them.
- (5) It was also deliberated that each deptt should be motivated to Conduct Presentations/ Seminars to improve Quality Education amongst the students.
- (6) A proposal was also made that Students Grievances boxes should be kept in the major areas of the College, so that the Voice of students can reach the administration without any pressure. The Grievance Committee formed concerning this shall evaluate the take measures or suggest the administration for Improvements.

Reconstitution of IQAC committee was also suggested due to the transfer of Mr. Anuj Sawhney (A.B. Botany) and

Meeting ended with a thanks to all the members for their active participation and suggestions forwarded to the Respected Principal Dr. Trilok Chand.

Members :-

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Coordinator :- Mr. Pratinab Nadda

Principal
Govt. College, Una
(H.P.) Pin-174303
Dr. Trilok Chand
G. C. Dae

Proceeding of IQAC Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 6th Dec, 2021 at 2:30 PM in the conference room under the chairpersonship of Principal-cum-Chairperson IQAC Dr. Trilok Chand

The agenda of the meeting:

1. Upgradation of cultural/musical instruments
2. Setting up of Research Centre
3. Setting up of career Counselling and Placement cell
4. Digitalization NCC girls Office

Minutes of meeting: -

It was decided in the meeting that the new musical instruments must be purchased for the upgradation of music department. It was proposed by Dr. Sanjay Verma AP music department to purchase instruments such as folk instruments of Himachal Pradesh, Key instruments, String instruments, Percussion instruments, electronic instruments and laptops for the department. He also suggested to purchase carry bags and steel almirahs to store these instruments.

It was decided to set up a research Centre. For this purpose, it was proposed by Dr. Suresh Kumar to purchase UV double beam spectrophotometer, two all in one computer systems, printer, digital weighing machine, digital pH meter, Digital vernier calipers and GPS system

It was also decided to upgrade Career Counselling and Placement Cell. For this it was proposed by Mr. Puneet Prem to purchase three tables, ten chairs, a sofa set, one almirah, a laptop and a high-speed color printer.

It was decided to purchase one All in one computer, Scanner cum printer, and a UPS for the digitalization of NCC girls Office.

It was further decided that all these purchases would be made through the fund received under Uttkrishat Mahavidyalya Yojna. The meeting ended with vote of thanks to the chair.

The meeting was attended by the following members: -

1) Mrs. Pratiima Nadda (IQAC Coordinator)

2) Dr. Sumiksha, Member

3) Mr. Devender Kumar, Member

4) Dr. Gaurav Kumar, Member

5) Mr. Sanjay Sharma, Member

6) Mr. Raman Kumar, Member

7) Dr. Sanjay Verma, AP Music

(Special Invitee)

8) Mr. Puneet Prem, AP Chemistry, Convener

Career & Placement Cell (Special Invitee)

9) Dr. Suresh Kumar, AP Chemistry,

Convener Research Centre

(Special Invitee)

10) Dr. Ashwini Kumar, Member

11) Mrs. Meena Soni (Librarian), Member

12) Mr. Pawan Kumar JOA(IT), Member

13) Mr. Amit Kumar Clerk MCA

Principal-cum-Chairperson IQAC
Govt. College. Una
(H.P.) Pin-174303
06.12.2021