

# Govt. Degree College, Nowshera

Internal Quality Assurance Cell (IQAC)

## MINUTES OF MEETING

Meeting No. 04

Date:20/01/2020

Time: 12:30 pm

Venue: Principal Chamber

The fourth meeting of the IQAC for the academic year 2019-20 was held on 20<sup>th</sup> of January at 12:30 pm in the Principal Chamber. The meeting was chaired by Dr. Shakeel Raina, Principal of the college.

Following members of IQAC were present in the meeting:-


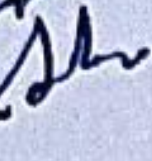
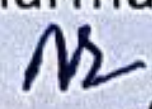

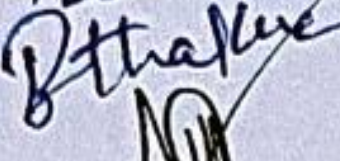
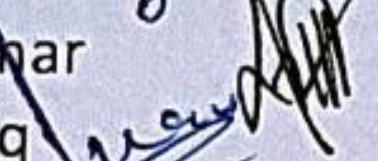

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|------------------------------------|------------|
| 1. Prof. Mukesh Sharma             | (Convener) |
| 2. Prof. Anupama Sharma            | (Member)   |
| 3. Prof. Atal Bharati              | (Member)   |
| 4. Dr. Harbhajan Singh             | (Member)   |
| 5. Dr. Bandana Thakur              | (Member)   |
| 6. Prof. Sanjay Kumar              | (Member)   |
| 7. Prof. Pooja Devi                | (Member)   |
| 8. Prof. Inam Ul Haq               | (Member)   |
| 9. Dr. Akhil Khajuria              | (Member)   |
| 10. Mr. Sandeep Kumar (Jr. Asstt.) | (Member)   |



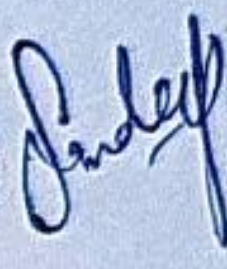
At the outset, Prof. Mukesh Sharma, Co-ordinator IQAC, welcomed the chairperson of the meeting, Dr. Shakeel Raina (Principal) and all the members of IQAC. The following agenda points were discussed in the meeting and it was unanimously resolved to implement them:-


S. No.	AGENDA	RESOLUTION
1.	To read and confirm the minutes of the previous meeting	The minutes of previous meeting were read by the coordinator and confirmed. As per the minutes of the meeting, action taken report was briefly discussed in the meeting.
2.	Purchase of equipments /instruments/practical material for science labs	All the Heads of Science departments were asked to provide a list of equipments /instruments/material required for practical purpose so that the same can be purchased well in time, following the necessary codal formalities.
3.	Enriching the college library	<ul style="list-style-type: none"><li>It was resolved that all the members of teaching faculty shall submit a list of books of their subjects, so that the process of purchasing of books for college Library is initiated as early</li></ul>



		<p>as possible.</p> <ul style="list-style-type: none"> <li>It was also planned to purchase the Reference books and General books.</li> </ul>
4.	Feedback analysis	<p>As sufficient responses were received from all the stakeholders, it was decided to turn off the responses of google forms (designed for collecting feedback). It was also resolved that the feedback collected from all the stakeholders shall be analysed to plan the further course of action.</p>
5.	Celebration of Republic Day, National Voter's Day, SVEEP programs etc.	<p>It was decided that the college shall organize various events/activities for the celebration of Republic Day, National Voter's Day, SVEEP programs etc.</p>
6.	Syllabus completion status	<p>It was resolved that the Syllabus completion status of all the subjects shall be sought so that the date sheet for the Internal Assessment Tests can be planned.</p>

1. Prof. Mukesh Sharma 
2. Prof. Anupama Sharma 
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4. Dr. Harbhajan Singh 
5. Dr. Bandana Thakur 
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8. Prof. Pooja Devi 
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Approved by   
Principal  
**Principal**  
**G.D.C. Nowshera**