

Govt. Degree College, Nowshera

Internal Quality Assurance Cell (IQAC)

MINUTES OF MEETING

Meeting No. 03

Date: 02/03/2023

Time: 1:00 pm

Venue: Principal Chamber

The 3rd meeting of the IQAC for the academic year 2022-23 was held on 2nd of March at 02:00 pm in the Principal Chamber of GDC Nowshera. The meeting was chaired by Dr. K.K. Sharma, Principal of the college.

Following members of IQAC were present in the meeting: -

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|---------------------------------|------------|
| 1. Prof. Joginder Singh | (Convener) |
| 2. Prof. Davinder Sharma | (Member) |
| 3. Prof. Sanjay Kumar | (Member) |
| 4. Prof. Inam Ul Haq | (Member) |
| 5. Prof. Rajat Bhardwaj | (Member) |
| 6. Prof. Pooja Devi | (Member) |
| 7. Prof. Harshal Sharma | (Member) |
| 8. Prof. Gurjeet Singh | (Member) |
| 9. Dr. Akhil Khajuria | (Member) |
| 10. Mr. Sunil Bahu (Jr. Asstt.) | (Member) |

At the outset, Prof. Joginder Singh, Co-ordinator IQAC, welcomed the chairperson of the meeting, Dr. K. K. (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 confirm the minutes and action taken report of last 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.	Plan to prepare online AQAR	It was discussed and resolved that according to the new guidelines provided on UGC website the online AQAR format information be prepared.
3.	Plan criterion wise distribution of the work.	Committee members discussed and finalized that the work of collection of data for AQAR be distributed among the faculty members for effective preparation

4.	Organisation of Departmental Seminar/Workshop	It was discussed and resolved that college shall organize Seminar workshop/ paper presentation by students & Departmental Quiz/Special Lecture within the financial year.
5.	Completion of syllabus and conduct of internal assessments	It was discussed and resolved that syllabus be completed in time and internal assessment be taken before commencement of term end exams.
6.	Formation of admission committees	Admission committees shall be prepared for the smooth conduct of term end examinations.

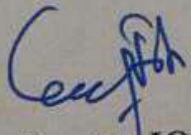
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Approved by
Principal
Principal
Govt. Degree College
Nowshera

ACTION TAKEN REPORT/COMPLIANCE REPORT

(As per the IQAC meeting held on 02/03/2023)

S.No.	SUBJECT	ACTION TAKEN/COMPLIANCE
1.	To read and confirm the minutes of the previous meeting.	Minutes of the previous meeting were confirmed.
2.	Plan to prepare online AQAR	Plan for the preparation of AQAR was prepared and criterion wise duties were assigned to the core members of IQAC.
3.	Plan criterion wise distribution of the work.	As committee members of IQAC discussed and finalized that the work of collection of data for AQAR be distributed among the faculty members for effective preparation. Different sub-committees were framed and assigned duties of collection of data as per guidelines of UGC.
4.	Organisation of Departmental Seminar/Workshop	As resolved in the meetings paper presentation by students /Departmental Quiz/ Seminars were organized by various departments of college.
5.	Completion of syllabus and conduct of internal assessments	Syllabus was completed and internal assessments were conducted well in time.
6.	Formation of examination committees	Prepared examination committees for smooth conduct of term end examinations before actual commencement of examinations.


Co-ordinator, IQAC


Principal
Govt. Degree College
Nowshera