Govt. Degree College, Nowshera

Internal Quality Assurance Cell (IQAC)

MINUTES OF MEETING

Meeting No. 01 **Date: 01/06/2022**

Time: 1:00 pm **Venue: Principal Chamber**

The first meeting of the IQAC for the academic year 2022-23 was held on 1st of June 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: -

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 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.	Formation of new committees	It was discussed and resolved that new committees shall be framed and all the faculty members will be assigned different duties.
3.	Cleanliness drive in college campus.	It was discussed and resolved that all faculty members will be assigned different duties to manage cleanliness of the college campus on 4th of June 2022.

4.	Organisation of carrier counselling programme	It was discussed and resolved that college shall organise carrier counselling programme for the welfare of students
5.	Admission of semester -I	It was discussed and resolved that an admission committee, counselling committee and anti-ragging committee shall be framed for the admission process of admission
6.	Feedback process	Coordinated IQAC discussed and deliberated about the newly introduced feedback process by higher education department.

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

Approved by
Principal

Principal
Govt. Degree College
Nowshera

ACTION TAKEN REPORT/COMPLIANCE REPORT

(As per the IQAC meeting held on 01/06/2022)

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.	Formation of new committees	New committees were formed as per order no. DCN/22/1570and all the faculty members were assigned different duties for the general development of college.
3.	Cleanliness drive in college campus.	Different committees were constituted and initiate various cleanliness and plantation drives for beautification of college campus.
4.	Organisation of carrier counselling programme	IQAC organised carrier counselling programme in collaboration with 11 Raj Rifles on 7th of July and NCC and 31RR Kalal organised an awareness programme regarding Agnipath scheme on 29th of July 2022.
5.	Admission of semester -I	Admission committee, counselling committee and anti-ragging committee were framed for the smooth admission process of new comers in the college.
6.	Feedback process	Collected feedback from the students for further submission to higher education portal.

Co-ordinator, IQAC

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Internal Quality Assurance Cell (IQAC)

MINUTES OF MEETING

Meeting No. 02 **Date: 01/10/2022**

Time: 1:00 pm **Venue: Principal Chamber**

The 2nd meeting of the IQAC for the academic year 2022-23 was held on 7th of Nov. 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: -

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 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.	Mentoring System for Students	It was discussed and resolved that mentoring/personal counselling of most of the students especially students belonging to far flung areas is necessary.
3.	Organise College maintenance camp.	It was discussed and resolved that NSS unit of the college shall organise college maintenance camp in the college

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.

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

Approved by
Principal

Principal
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ACTION TAKEN REPORT/COMPLIANCE REPORT

(As per the IQAC meeting held on 27/02/2022)

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.	Mentoring System for Students	Chair directed all the heads of various departments for personal counselling/Mentoring of needy students. Mentoring System not only controlled dropout rate but also helped to improve regular class attendance of students & examinations results. After personal Counselling more students actively participated in class-room & Cocurricular activities. He requested the coordinator to inform the benefits of mentoring system in the Teachers Council meeting.
3.	Organise College maintenance camp.	NSS unit of college organised 10 days college maintenance camp w.e.f. 1-11-2022 to 10-12-2022
4.	Organisation of Awareness programmes	IQAC organised an awareness programme on Special Summary Revision an initiative of Election Commission of India (ECI) under ongoing Special Summary Revision of Electoral Rolls-2022 on 07-10-2022. Organised Vigilance awareness programme in collaboration with anti-corruption bureau of J&K on 01-11-2022
5.	Organise activities to train students in skilled work.	Department of Botany provided hand on training to students to make organic fertilizers under skill enhancement course "Nursery & Gardening".

Co-ordinator, IQAC

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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: -

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 Awareness programmes	It was discussed and resolved that college shall organise Awareness programme for the welfare of students
5.	Organise activities to train students in skilled work.	It was discussed and resolved that college shall organise training in skill courses for the welfare of students
6.	Any other issue with the permission of chair.	Committee members discussed and finalized various other issues of teacher and students

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

Approved by
Principal

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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
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