

Minutes of the meeting of IQAC

Minutes of the meeting of IQAC Committee held on 11.08.18 at 2:30 pm in the office of the Principal. The following members were present in the meeting:

1. Dr. Ashok Kumar, Principal, Chairperson
2. Dr. Jawahar Lal, Asstt. Prof., Convener
3. Sh. Ashwani Kumar Kalra, Management, Member
4. Mrs. Sadhna Kohli, Asso. Prof., Members
5. Sh. Harpal Singh Saini, Asso. Prof., Members
6. Dr. Sanjay Kumar, Asso. Prof., Members
7. Sh. S.S. Kajal, Asso. Prof., Members
8. Mrs. Kalpna, Asstt. Prof., Members
9. Mrs. Bhavini Tejpal, Asstt. Prof., Members
10. Dr. Vinod Kumar, Asstt. Prof., Members
11. Dr. Amit Kumar, Asstt. Prof., Members
12. Sh. Gian Chand, Head Clerk, Member
13. Sh. Om Parkash, Clerk, Member
14. Dr. Kuldeep Singh Dhindsa, Former Scientist, Member
15. Dr. S.S. Ahuja, Principal, GSSS, Member
16. Sh. Jagmohan, Alumni, Member
17. Sh. Harshdeep, Alumni, Member
18. Ms. Yashpreet, Student, Member

The following matters were discussed:

1. Proceedings of the last IQAC meeting which was held on 15.02.18 were read out and confirmed.
2. The sub committee of IQAC submitted the report of the API cases of three faculty members
  - (i) Dr. Jawahar Lal
  - (ii) Dr. Chuhar Singh
  - (iii) Dr. Tarun Kansal
 for their next step promotion under CAS scheme. The committee submitted that the members were satisfied with the API score as per the State Govt. norms and recommended for further necessary action as per rules.
3. The Committee agreed to grant the financial assistance of Rs.500/- p.a. to faculty members as registration fee for presentations of research papers in seminars/conferences during the session. Also maximum three duty leaves will be sanctioned to each teacher for the same (maximum two seminars per session).
4. The Coordinator, Dr. Jawahar Lal of IQAC informed the committee that AQAR's for last four years have been uploaded on the college website and IQA has been sent to NAAC. The sub-committee is now working on the preparation of self study report (SSR).
5. The committee approved the Academic Calendar for the session 2018-19 and advised that action plan should be as per the calendar.
6. In other items, it was discussed that
  - (i) Students from nearby schools should be invited in college on the functions organized by different Departments time to time.
  - (ii) A sub-committee of 3-4 teachers should be constituted for mock interviews for final year students to prepare them for placements.
  - (iii) Students should be made aware about digital transactions like e-banking, Paytm etc.
  - (iv) Educational tours should be increased.
  - (v) Teachers should identify the needy/meritorious students for scholarships other than SC/ST.
7. In the end, the Chairperson, Dr. Ashok Kumar concluded the meeting with his views about the vision of the college and delivered vote of thanks

*A. Ashok*

## Proceedings of NAAC Affairs and IQAC Committee

A meeting of NAAC Affairs and IQAC committee was held on 07.02.2019 at 2:30pm in the office of the Principal. The following members were present in the meeting.

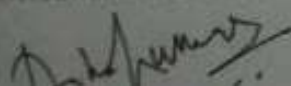
1.	Dr. Ashok Kumar	Principal	Chairperson
2.	Dr. Jawahar Lal	Asstt. Prof.	Convener
3.	Sh. Yashpal Wadhwa	President, Gov. Body	Member
4.	Sh. Prem Nath Gambhir	Secretary, Gov. Body	Member
5.	Smt. Sadhna Koldi	Asstt. Prof.	Member
6.	Sh. Harpal Singh Saini	Asso. Prof.	Member
7.	Dr. Sanjay Kumar	Asso. Prof.	Member
8.	Sh. S.S. Kajal	Asso. Prof.	Member
9.	Smt. Kalpna	Asstt. Prof.	Member
10.	Smt. Bhavini Tejpal	Asstt. Prof.	Member
11.	Dr. Amit Kumar	Asstt. Prof.	Member
12.	Dr. Ajay Kumar Arora	Librarian	Member
13.	Sh. Gurn Chand	Head Clerk	Member
14.	Sh. Om Parkash	Clerk	Member
15.	Dr. Kaldeep Singh Dhindsa	Former Scientist	Member
16.	Dr. S.S. Ahuja	Principal, GSSS, Thumber, Ambala	Member
17.	Sh. Jagmohan	Alumni	Member
18.	Yashpreet	Student, B.Sc. III	Member

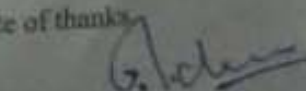
In the beginning, Dr. Ashok Kumar, Chairperson, welcome all the members of the committee.

The following matter were discussed

1. Proceedings of the last IQAC meeting which was held on 11.08.18 were read out and confirmed.
2. The Convener of NAAC Affairs and IQAC, Dr. Jawahar Lal informed the committee that self study report (SSR) and document validation and verification (DVV) process has been completed and we are waiting for the approval of the same.
3. The committee appreciated that college has received approval of three National Seminars on English, Library Science from DGHE, Haryana, Panchkula and submission of seminar proposal by IQAC to DST, Haryana. The members observed that such seminars always enrich the staff and students in their respective subjects.
4. In any other items, following points were discussed:
  - (i) The committee approved that three cases (a) Dr. Tarun Kansal, Asstt. Prof. of Maths (b) Mrs. Bhavini Tejpal, Asstt. Prof. of Commerce and (c) Mrs. Prachi Arora, Asstt. Prof. of Economics for their promotion to next grade from Rs.6000/- to Rs.7000/- and two cases of Dr. Shalini Sharma, Asstt. Prof. of Pol.Sc. and Sh. Suresh Kumar, Asstt. Prof. of Chemistry for their next grade promotion Rs.7000/- to Rs.8000/- submitted by sub-committee of IQAC for further necessary action.
5. Dr. Kuldip Dhindsa suggested that in Science Exhibition organized in college, students from nearby schools should be invited.
6. Committee approved the name of Dr. Ajay Kumar Arora, Librarian in the IQAC team and the member of sub-committee.
7. Industries should be invited in the college for placement.

In the end, Dr. Jawahar Lal, Convener concluded the meeting and delivered the vote of thanks.



  
(Dr. Jawahar Lal)

Dated: 9.7.18

meeting of  
Proceedings of the Sub-Committee of NAAC

A meeting of the above Committee / Dept. was held on  
9.7.18 (Monday) in the office of the undersigned  
to discuss work progress in the preparation of IIOAA SR (NAAC)

The following staff members attended the meeting:

Sr. No.	Name of Members	Signature	Sr. No.	Name of Members	Signature
1	Dr. Sonjay Kumar	[Signature]	6		
2	Dr. Jawahar Lal	[Signature]	7		
3	Dr. Sandeep Kumar	[Signature]	8		
4	Dr. Vinod Kumar	[Signature]	9		
5	Dr. Amit Kumar	[Signature]	10		

The following matters were discussed and decision taken

1. The Coordinator of IOAC, Dr. Jawahar Lal briefed about the work completed by members of NAAC/IOAC and faculty members in the preparation of NAAC accreditation.
2. Dr. Vinod Kumar working on AQAR's informed that the AQAR's of last three years (13-14 to 15-16) have been uploaded on the college website and AQAR of session 16-17 will be uploaded upto 14.7.18.
3. Dr. Amit Kumar assured that we will be able to upload IIOA on NAAC site upto 20.7.18.
4. Dr. Sandeep Kumar will help in preparing the qualitative part of SR requiring write-ups of 500 words on different topics related to activities held in the college.
5. The members were asked to get the feedback performance appraisal of faculty members for their wards.
6. The Principal, Dr. Ashok Kumar, appreciated the work completed by members in the preparation of NAAC record and advised them to complete the remaining work with dedication and sincerity by the end of this month i.e. July, 2018.

[Signature]  
Principal

## Proceedings of NAAC Affairs and IQAC Committee

A meeting of NAAC Affairs and IQAC committee was held on 15.04.2019 at 2:30pm in the office of the Principal. The following members were present in the meeting.

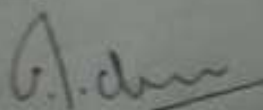
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17.	Sh. Jagnohan	Alumni	Member
18.	Yashpreet	Student, B.Sc. III	Member
19.	Parth Gomer	Student, B.Com.I	Member

In the beginning, Dr. Ashok Kumar, Chairperson, welcomed all the members of the committee.

The following matters were discussed:

1. Proceedings of the last IQAC meeting which was held on 07.02.19 were read out and confirmed.
2. The Convener of NAAC Affairs and IQAC, Dr. Jawahar Lal informed the committee about the visit of NAAC PEER TEAM on 17<sup>th</sup> & 18<sup>th</sup> April, 2019 and also made them aware about the academic and administrative preparations for the visit. The members were requested to be present on the first day of visit to interact with the NAAC PEER TEAM

In the end, Dr. Jawahar Lal, Convener concluded the meeting and delivered the vote of thanks.

  
(Dr. Jawahar Lal)  
Convener