



Ph.: - 01744-240152

MARKANDA NATIONAL COLLEGE

Shahabad - Markanda -136135 (Kurukshetra)

MNC/17/

Date: - 18.05.17

A meeting of the Internal Quality Assurance Cell (IQAC) will be held today i.e. 18.05.17 at 12:45 p.m. in the office of the undersigned. You are requested to make it convenient to attend.

1. Dr. Ashok Kumar, Principal - Chairperson *Ashok Kumar*
2. Sh. Yash Pal Wadhwa (Management)
3. Sh. Prem Nath Gambhir (Management) - *P. N. Gambhir*
4. Sh. Ashwani Kumar Kalra (Management) (special invitee) *A. K. Kalra*
5. Dr. Jawahar Lal, Co-ordinator *J. Lal*
6. Sh. Harpal Singh Saini *H. S. Saini*
7. Dr. Sanjay Kumar *S. Kumar*
8. Sh. S.S. Kajal
9. Mrs. Kalpna *Kalpna*
10. Dr. Shalini Sharma
11. Dr. Tarun Kansal *T. Kansal*
12. Sh. Gian Chand *G. Chand*
13. Sh. S.S. Ahuja, Principal, Govt. School, Nalvi
14. Harshdeep, B.A.III (Student) *Harshdeep Chugh*
15. Jagmohan, B.Sc.III (Student) *Jagmohan Singh*

J. Lal
(Co-ordinator)

Ashok Kumar
Principal

Minutes of the meeting of IQAC held on 18.05.17 at 12:45 pm in the office of the Principal.

The following members were present in the meeting:

1. Dr. Ashok Kumar, Chairperson
2. Sh. Prem Nath Gambhir, Managment
3. Sh. Ashwani Kumar Kalra, Managment
4. Dr. Jawahar Lal, Coordinator
5. Sh. Harpal Singh Saini, Deptt. of Pol.Sc.
6. Dr. Sanjay Kumar, Deptt. of History
7. Mrs. Kalpna, Deptt. of English
8. Dr. Tarun Kansal, Deptt. of Mathematics
9. Sh. Gian Chand, Head Clerk
10. Mr. Harshdeep, Student
11. Mr. Jagmohan, Student

The following matters were discussed:

1. Proceedings of the last IQAC meeting which was held on 25.11.16 were read out and confirmed by Chairperson.
2. Accreditation of the college by NAAC Committee is due. The site prescribed by UGC for the same is blocked due to some revisions in the NAAC performa for three months. It is expected to reopen in the month of July, 2017. It was decided that online submission of SSR should be completed in the month of July.
3. The facility of e-journals and e-books be provided in the Library for the benefit of students and teachers so that they may consult any book or research journal online.
4. List of meritorious students in all streams should be displaced on boards with effect from session 2012-13. Dr. Tarun Kansal was appointed as incharge for the same.

5. Teachers appointed in the college on or after 01.01.2006 should be informed in written that they should submit their API performa in duplicate to the office upto 15 June, 2017 for their promotion to next grade. For claim of marks in any category as given in perfroma, documentary proof is mandatory.
6. Alongwith the class tests, the tests of duration 1:30 Hrs/2Hrs should be conducted for the improvement in the quality of education. Checked assignments should be submitted to the examination Cell. The marks of exam test and assignments should be displayed on the notice board one month before the commencement of final exams.
7. Sh. Ashwani Kumar Kalra be included member of IQAC Committee from management side to get the benefit of his experience in the progress of college.
8. Atleast two more students on roll should be added in the committee because Mr. Harshdeep and Mr. Jagmohan have completed their UG degree. They may be retained in the committee as Almuni members.
9. As UGC provides minor projects to Assistant Professors, staff members specially who are Ph.D should apply for minor projects to UGC. However, any Assistant Professor can apply for the same.
10. Students of 12th class from different nearby schools should be invited to the college to familiarize them about the facilities which the college is providing.
11. The staff members should prepare a questions bank of important questions and prepare the students accordingly for exams after the completion of syllabus.
12. With a vote of thanks the meeting came to an end.

confirmed.

Ashwani Kumar
15.2.18

A. Chandra
18.5.17
(Coordinator)