

Proceeding of IQAC Meeting to review the works accomplished during 3rd quarter and to propose new initiatives for the 4th quarter of the session-2018-19 and the new session 2019-20.

A meeting of Internal Quality Assurance Cell (IQAC) was held on 1st May 2019 at 3:00 pm in the office of the Principal-cum-Chairperson IQAC Smt. Alka Sharma.

The Agenda of the meeting was as under:

1. Creating of separate IQAC webpage in the college website for uploading the IQAC related documents.
2. Addition of more members to IQAC committee.
3. Review of Add on course (IT & IT Enabled Services) in the college started from October, 2018.
4. To review the progress of works for expenditure of infrastructure grant received in RUSA-2.0
5. Review of Midterm tests held in March-2019 for UG 4th and 6th Semesters, and discussion on flaws if any and scope for further improvement.
6. Review of Annual Prize distribution function held on 26th Feb. 2019.
7. To renew the N-List subscription in college for e-resources, and register all the students in N-List program at the time of admission in new session 2019-20.
8. To Start the National Digital Library Services in college from the session 2019-20.
9. To discuss and review the progress for publishing the college prospectus for general and self-financing courses for the session 2019-20.
10. Uploading IQAC related documents such as minutes of meeting pertaining to previous years 2016-17, 2017-18 on the college website and online filling of AQAR for the same.

It was decided in the meeting that there is need of creating separate IQAC webpage on the college website since all IQAC related documents are to be uploaded as per the latest guidelines of NAAC. Further the need of inducting more members to IQAC committee was discussed and it was decided to make Mr. Anil Verma Asstt. Prof. Computer Application, Ms. Anita Saini, Asstt. Prof. in English, Mr. Suresh Mian P.T.A. President, and Ms. Asha Devi, CSCA president as members of IQAC committee. As per the student feedback the usefulness of add on course 'IT & IT enabled services' was discussed. Course was found to be very useful for students and it was decided that possibility for starting more Add on courses like spoken English, Tally etc must be explored from the new session 2019-20. The expenditure of infrastructure grant received in Jan. 2019 in RUSA phase-2 was discussed. As per discussion in meeting of Board of governess on 13/2/2019 the complete proposal was submitted to HPPWD on 14/02/2019 for preparation of estimates. The work could not be started as the estimates could not be received by the college till date. Also equipments could not be purchased as the equipments are to be purchased from GEM which need registration on GEM at the directorate level. It was decided to speed up the efforts so as to utilize the grant as early as possible. The conduct of mid-terms tests in March 2019 was quite satisfactory. Committee found that there were no flaws at all and same pattern can be applied for 5th sem. mid-term test in the next session.

The annual prize distribution function held on 27/02/2019 was also reviewed. It was found that the annual function was organized in a very systematic manner. More than 90% prize winners turned up to receive prizes. All the committees formed coordinated very well.

The need to renew N-List subscription for college library was also discussed. All the members were of the view that e-resources must be made available to the teachers & Students. It was decided in the meeting that all students must be registered on the N-List from the start of next academic session and the services of national digital library must also be started.

The design of the college prospectus and admission form was also discussed. It was decided to speed up the process of printing of the prospectus for both general and self-finance courses so that the same are available by the end of the May in the College.

It was also decided that the minutes of meeting of previous years ie 2016-17 & 2017-18 must also be uploaded on the college website and if possible the AQAR must be filled & submitted online for the above said years.

The meeting ended with vote of thanks for the chair.

The meeting was attended by the following members:-

Name	Signatures
1)Sh. Darshan Kumar(IQAC Coordinator)	
2)Dr. Sunil Dutt Sharma, Member	
3)Dr. Sophia Prabhaker, Member	
4)Dr. Seema Sharma, Member	
5)Sh. Amit Kumar, Member	
6)Sh. Pawan Kumar, Member	



IQAC Coordinator



Principal

PRINCIPAL
Baharana Pratap Govt. Degree
College Amb (Una) H.P