

Proceeding of IQAC Meeting for the third quarter of the session 2022-23

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 10th February, 2023 at 3:00 PM in the office of the Principal-cum-Chairperson IQAC Dr. Raman Kumar Sharma.

The agenda of the meeting was as under:

1. Review of expenditures made using the remaining grant from Rashtriya Uchchatar Shiksha Abhiyan (RUSA).
2. Evaluation of the performance and outcomes achieved by Space Window Pvt. Ltd. Mohali, and consideration of signing a Memorandum of Understanding (MOU) based on training and placements for current students.
3. Examination of procurements carried out under the Self-Finance Department, specifically focusing on the BCA Computer Lab and Self-Financing Library.
4. Assessment of the operational efficiency of the research center, placement office, smart classrooms, and virtual classroom, including the appointment of responsible individuals for these centers.
5. Implementation of stock verification procedures across all departments for the financial year 2022-23.
6. Discussion about the annual athletic meet and annual prize distribution function.
7. Deliberation on placements and the organization of career guidance sessions for final-year students.
8. Evaluation of the functionality of the biometric attendance system for all teaching and non-teaching staff members within the college.

The meeting commenced with a welcoming address from the IQAC Coordinator, expressing appreciation to all participants. The agenda was presented, beginning with a review of purchases made under Rashtriya Uchhtar Shiksha Abhiyan (RUSA). It was confirmed that all RUSA orders had been successfully procured, installed, and were operational. The training and placement officer presented the Placement Record of Space Window Pvt. Ltd. Mohali, leading to the decision to sign an MOU with the organization for the training and placement of BCA, PGDCA, and B.Sc. Computer Science students. Additionally, purchases made under the Self-Finance Department were scrutinized and confirmed as successfully acquired and ready for use. The meeting also addressed the operational status of the research center, placement office, smart classrooms, and virtual classrooms. In-charges were designated for these facilities to ensure their smooth functioning. Committees for stock verification were proposed, with verification scheduled before March 31, 2023, for the financial year 2022-23. A tentative schedule for the annual athletic meet and prize distribution function was proposed and approved, with final dates to be confirmed based on the availability of respective chief guests. Career guidance sessions for final-year students were planned after the aforementioned

events. The meeting concluded with a check on the functioning of the biometric attendance system for all teaching and non-teaching staff, extending its application to self-finance and PTA staff. A vote of thanks was extended, recognizing the collaborative efforts and dedication of all participants.

The meeting was attended by the following members: -

- 1) Sh. Rajesh Kumar (IQAC Coordinator) Rajesh
- 2) Dr. Sophia Prabhakar, Member _____
- 3) Dr. V.K. Dutta (Principal retired, college cadre), Member _____
- 4) Dr. Suruchi Sharma, Member Suruchi Sharma
- 5) Sh. Amit Kumar, Member Amit
- 6) Mr. Jameet Singh, Member Jameet
- 7) Mr. Anil Verma, Member Anil
- 8) Ms. Anita Sharma (Librarian), Member Anita Sh.
- 9) Sh. Ravinder Verma (Suptd.), Member Ravinder
- 10) Mr. Ashok Chaudhary (PTA President), Member _____
- 11) CSCA President, Member Chaudhary

Rajesh
IQAC Coordinator

Rajesh
Principal
MPG Degree College
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