## GOVT. COLLEGE, NANGAL CHAUDHARY DISTRICT MAHENDERGARH INTERNAL QUALITY ASSURANCE CELL (IQAC) 2016-17 Minutes of Meeting for IQAC held at Principal Office on 03/08/2016

Following faculty members and officials were present in the meeting chaired by Hon'ble Principal.

Name of Faculty Designation 1.5 HHarlal Singh Principal & Chairman | 08 2. Dr. Anil Yadav Member W 3. Dr. Parul Gupta Member ( 4. Dr. Vikram Singh Member 5. Dr. Satish Kumar Yadav Member 4 6. Sh. Ravi Dutt Member 7. Sh. Desh Pal (Social Worker) 8. Sh Jaswant (Social Worker) 9. Pooja Rani (6076790 BAIII) Member

## **ACTION TAKEN REPORT 2015-2016**

1. Sixty stools were purchased for physics and chemistry labs.

2. Ten lecture stands were purchased to equip-with the Class-Rooms.

3. Sofa-sets of the Principal office and the Staff-Room are repaired.

4. Fifty Plastic Chairs were purchased for new building.

5. Two Notice Boards were purchased.

6. The regular session were carried out by the placement cell for the development of skills of students in order to help them in campus placement.

7. The students also participated in the job fair organized under the guidance of higher education department of Haryana in Govt. College, Sector 14 Gurgaon.

8. The college staff made their best efforts to enroll more girl candidates to encourage them for higher education. And the women cell carried out different activities to inculcate socio-cultural values among girl students.

9. The students are also encouraged for EDUSAT Classes to equip them with latest knowledge of subject.

Above are the actions taken on the minutes of previous meeting of previous session and today, the IQAC has discoursed upon and proposed the following pursuits to undertake during this session. The minutes of the meeting are as given below:

## Minutes of the meeting 2016-17:-

1. To ensure that the time-table as well as the annual schedule of various programmes concerning the academic and co-curricular and extra -curricular activities be followed strictly.

2. To motivate for smooth teaching by using various teaching aids and latest technology.

- 3. To ensure proper organization of extension lectures, and encourage the faculty members to attend and participate in seminars, conferences and workshops in different subjects.
- 4. To check that the curriculum/syllabus is taught and completed well in the time and regular class tests and assignments are also conducted.
- 5. The committee will make it sure that the students abide by the rules and regulations of the institution.
- 6. It is also proposed that some chairs and tables be purchased to meet with the demands of the institution.
- 7. Due to lack of infrastructure different bodies of the college like Women Cell, Sports, NSS, Different societies and clubs have no specified place to work from. Hence, the committee proposed partition of some of the bigger rooms so that Rooms/offices can be established.
- 8. To purchase steel Almirahs and wooden tables for office and the departments.
- 9. The whole campus should be covered under the surveillance of cctv cameras.
- 10. To demand building for library, teaching blocks etc. from the department.
- 11. To check the proper use of EDUSAT to enhance the latest knowledge of students.

The meeting ended with a vote of thanks to the Chair.