

# **Internal Quality Assurance Cell (IQAC)**

## **Govt. College for Women, Jind**

### **Meeting Minutes**

Following IQAC members & College Council members along with the invites were present in the meeting dated 26.08.2021

**IQAC Chairperson:** Smt. Rajeshwari Kaushik

**IQAC Coordinator:** Dr. Manoj Kumar

**IQAC Members:**

**Teacher Members**

- 1- Mrs. Alpana Sharma, Department of Mathematics
- 2- Dr. Sumita Ashri, Department of English
- 3- Mrs. Amarjeet Kaur, Department of English
- 4- Mrs. Urmil Sharma, Department of English
- 5- Dr. Partibha, Department of Economics
- 6- Mr. Rammehar, Department of English
- 7- Mrs. Esha Bansal, Department of Computer Science
- 8- Mrs. Preety, Department of Commerce

**Ex-officio Member**

1. Sh. Jitender Kumar (Bursar)

**Few senior administrative officers**

- 1- Sh. Mahipal, Sr. Librarian
- 2- Sh. Satish Kumar, Dy. Superintendent

**One nominee each from Students and Alumni**

- 1- President of College/ Topper of the 2<sup>nd</sup> year of the College (Meenaxi B.Sc. III)
- 2- Ms Sapna (Alumni)

**One nominee each from Employers /Industrialists/Stakeholders**

- 1- Dr. Anand Kumar, Dean Colleges & Chairperson (Physics), CRS University, Jind

**Local Society Members**

- 1- Dr. R. C. Jain, Retired Principal



2- Sh. Jaibir Singh, Retired Associate Professor

College Council Members

- 1- Mrs. Vijeta Narwal
- 2- Sh. Jai Narain Gahlawat
- 3- Mr. Narender Kumar
- 4- Mr. Anoop Mor

Invitees:

- 1- Mrs. Manisha Dalal
- 2- Dr. Sandeep Sharma
- 3- Mr. Ashish Kumar

## Minutes of the Meeting

Meeting was held in the presence of above members in the principal's office on date 26.08.2021 for the agenda items. Discussions were made on every agenda item (*italic font*) & Followings were the minutes (agenda sr. no wise) as per consensus basis:

1. *Feedback Proforma for teachers, students, student's parents & Alumni*

The Feedback Proforma were approved for all stakeholders for a common feedback stream wise. It was decided that for department wise feedback, the questionnaire will be shared with all the department & department heads will share that with the students through google forms. After filled by the students, the concerned department would submit the filled feedback with the steps taken from that feedback.

2. *Way of taking feedback from all stakeholders.*

It was decided that all kinds of feedback would be filled by stakeholders using google forms.

3. *Roles, Rules & Responsibilities of each committee (verification of google form for taking the feedback & data from the different committees)*

Under this agenda, the google forms for the feedback & data from the different committees were approved for the past academic session & current session.



4. *Proposal for making the student societies for each department & main committee & their roles.*

This proposal for making the student societies for each department & main committee was accepted. From now on there would be the student societies for each department & main committees like Women Cell, Cultural committee, Sports Committee, Placement Cell, NSS, Tour & Trips, Legal Cell, Red Cross, and Editorial Board. The funds for these student societies would be utilised from RKF. For further guidelines, fund utilisation, roles & rules for the student society, the policy would be prepared by the five-members committee:

Mrs. Vijeta Narwal

Mr. Jai Narain Gahlawat

Mr. Narender Kumar

Mr. Jitender Kumar (Bursar)

Dr. Manoj Kumar

This committee would submit the policy document to IQAC through college council for adoption & further actions.

5. *Ways to enhance & assessment of the department level activities.*

All present members agreed on the filling of google form in starting of the year from each department for taking the tentative activities in the current academic session with the tentative timings, so that after getting the data the institutional calendar can be finalised.

6. *Ways to make easy form for API process & API Verification.*

It was decided to make a single proforma along with the excel form for API calculation as per the existing rules. The single proforma must be verified by the concerned faculty & concerned HOD that must be verified by Principle before submission. As the session of from the 01 July to 30 June, the API would be verified once in July & once on Nov, In case of some emergency, the API form would be accepted any time. API calculation must be checked by Two IQAC teacher's members. IQAC Coordinator would make two teacher's member committee for API calculation on rotation wise as per the API calculation load demands.

7. *Contribution of IQAC in the process of NAAC visit & further AQAR filling.*

Under this agenda, It was decided that, IQAC will hold the individual meetings with main concerned in the presence of NAAC Convener & respective criterion incharge. After the NAAC assessment of first cycle, for preparing the AQARs, the convenor & criterion in charges would remain same.



8. *Ways to motivate the teachers for doing Research & New Teaching methodologies.*

Research is the main tool for teacher's development. To increase the interest for research, the research room in the library would play important role. The proper guidelines would be issued by research room in-charge for optimal use. The publication in the UGC CARE journals would be promoted & faculty members would be informed using the lecture in In-House trainings. Tours & Trips for teachers may be organised by IQAC at the main research institutes to increase the motivation towards applied research.

9. *Motivation for Writing the Research Projects.*

For this agenda, It was adopted that the teachers would be promoted to write the projects (minor or major) for various agencies like DST, FIST, SERB etc. The possibilities of finding the space for writing projects would be explored.

10. *Discussion of Budget under different allotted heads & maximum optimal utility of funds.*

It was discussed for almost every available fund & grant. For more awareness about the fund & for the fund timely utilization, the circulation of available funds would be shared with the concerned in charges twice a year.

11. *Ways to make easy & unique purchasing process for all.*

It was decided to make a unique form for purchasing process like administrative sanction, financial sanction, calling quotation format, purchasing order format etc. The process would be displayed outside the bursar office room.

12. *For making the easy Income Tax Calculation.*

For this agenda, the possibility of making the easy Income Tax Calculation would be explored by the four-members committee:

Mr. Jitender Sharma (Bursar)

Mrs Manisha Dalal

Mr. Satish Kumar

Mr. Sanjeev

13. *For having one online meeting platform through which one can connect to the large no. of participants & for recording facilities.*

It was agreed to purchase one such online platform, the request for purchasing would be forwarded to IT Committee.

14. *For in house trainings for teaching & nonteaching staff members.*

It was adopted to organise the seven days in house trainings for teaching & nonteaching staff members. It must be organised by IQAC once in a year. In the seven days, everyday there would be lecture for one hour either on offline mode or online mode.

15. *Discussions for maximum optimal space utilization.*

For this agenda, for maximum optimal space utilization, it was resolved to make a three-member committee which will reassess the utilization as per the building plan & would process the partition plan for the top floor large room. Three Members are:

Sh. Jai Narain Gahlawat

Mrs. Alapna Sharma (Time Table Convenor)

Dr. Manoj Kumar (IQAC Coordinator)

16. *For policy making discussions for prompting the teachers to attend the research conferences, seminars, orientation courses & refresher courses etc.*

Under this agenda, It was unanimously accepted that the teachers must be promoted to attend the research conferences, seminars, orientation courses & refresher courses etc. For this they should be supported with the financial help under the existing rules by the higher education department. Teachers would have to take permission from the IQAC coordinator with the condition of completing the syllabus of their allotted subjects. For financial support & ensuring participation, one policy would be framed by three-members committee:

Mr. Jitender Sharma (Bursar)

Mrs. Alpana Sharma (Time Table Convenor)

Dr. Manoj Kumar (IQAC Coordinator)

17. *Facilities & data for disable students.*

Under this agenda, it was decided to make a committee for disable students, which will look in to the number of students & solution of the problem faced by these students.

18. *For awareness program regarding the climate change & environment.*

For this agenda, It was decided to organise the awareness program regarding the climate change & environment under the supervision of EVS teacher of the college.

19. *Analysis of student academic learning.*



For this agenda, It was discussed from many aspects like student's subject results & after program aspects, the academic audit must be required.

20. *Different activities for the departments, Cells & Committees under the agies of IQAC.*

From now on, All the activities for the departments, Cells & Committees must have to mention "under the agies of IQAC" in their brochure or pamphlet.

21. *System of class representatives for each class.*

Under this agenda, It was decided that under the absence of students council elections, the concept of class representatives (CR) for each class must exists. From every section, the topper of the previous semester would be CR by default. In case of the refusal of the topper as a CR, the particular section can select any other interested student by raising the hands, on majority basis or consensus based in presence of two IQAC members & IQAC coordinator. After all the CRs selections, they would choose the students council in the presence of IQAC coordinator & minimum two IQAC members. The student's council would be valid for one academic session. The selection or election for student would be finalised within the first three weeks of the academic session. The IQAC will maintain the record of the student's council & its related activities. IQAC will issue the certificates to the student's council members for their contributions.

22. *For maintaining the proper record for each department & committees like meeting minutes register, activities register & student society register.*

It was decided that, every department & main committee must have their email ids. For maintaining the proper record, each department & committees must have meeting minutes register, activities register & student society register etc. After every year, each department must submit its activities to IQAC through emails.

23. *Digitalization of Library like online catalogue.*

The possibility of the digitalization of Library like online catalogue would be explored further, for this, a request would be forwarded to Librarian of the college.

24. *NLIST facilities, journal & magazines in the Library.*

It was decided to review the NLIST facilities, journal & magazines in the Library by six members committee:

Dr. Sandeep Sharma (Library Convenor)

Dr. Manoj Kumar (Coordinator, IQAC)

Mr. Mahipal (Senior Librarian)





Three Students (Toppers of the 2<sup>nd</sup> year from Arts stream, science stream & commerce stream)

25. *Guidelines for research room in the library.*

It was decided to have a visitor book for research room along with signage of ethics of researching.

26. *Review of Code of ethics for everyone, teaching as well as nonteaching.*

It was decided to hold a further meeting with Code of ethics committee with the IQAC teacher members & Coordinator, IQAC.

27. *Mock visit of a NAAC Team before peer team visit.*

It was decided that the Mock visit would be organised by IQAC before the 10-15 days earlier the NAAC Peer Team visit.

28. *Review of Internet facility for students.*

Depending upon the feedback by students, to resolve the problem of Internet facility for students, the bandwidth details & further necessary action for providing the Internet facility for students, the IT Committee is requested to take matter urgently.

29. *Updating and functionality of college website.*

Under this agenda, It was decided to upload every notice for students on the college website. This information of notice would be shared with students as a link of website.

30. *Common computational facilities for teachers & students.*

It was decided the make a Common computational facility for teachers & students in the compulsory computer lab at the designated timings.

31. *MOUs*

Under this agenda, it was decided to request Placement Cell, to make some MOUs in the interest of students.

32. *Ways for reviewing the cleanliness.*

For cleanliness in washroom, it was decided to paste a sheet for periodically signing of the person after the cleaning of washroom. There must be liquid soap in every toilet for handwash.



33. *Value added courses.*

Under this agenda, it was decided to seek a report from the granting value added course departments.

34. *Geo tagged photos*

It was decided, from now on every photo taken, for any activity, must be geo tagged photos.

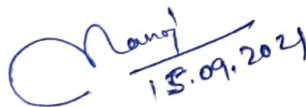
35. *Organizing the seminars for NEP 2020.*

It was decided to organize the seminars for NEP 2020, for this the UGC committee would be directed to organize the seminars for NEP 2020.

36. *Any other matter with the permission of chairperson.*

In this agenda, the Fire safety measures was discussed & it was decided to purchase the fire extinguishers at appropriate place in the college.

Above meeting minutes are confirmed as per the IQAC meeting dated 14.09.2021.

  
Coordinator, IQAC

  
Chairperson, IQAC



# Internal Quality Assurance Cell (IQAC)

## Govt. College for Women, Jind

Date: 26.08.2021

Following (Signatories) IQAC members & College Council members along with the invites are present in Today's meeting:

IQAC Chairperson: Smt. Rajeshwari Kaushik

IQAC Members:

Teacher Members

- 1- Dr. Hari Om, Department of Geography
- 2- Mrs. Alpana Sharma, Department of Mathematics
- 3- Dr. Sumita Ashri, Department of English
- 4- Mrs. Amarjeet Kaur, Department of English
- 5- Mrs. Urmil Sharma, Department of English
- 6- Dr. Partibha, Department of Economics
- 7- Mr. Sanjay, Department of Botany
- 8- Mr. Rammehar, Department of English
- 9- Mrs. Esha Bansal, Department of Computer Science
- 10- Mrs. Preety, Department of Commerce

Ex-officio Member

1. Sh. Jitender Kumar (Bursar)

Few senior administrative officers

- 1- Sh. Mahipal, Sr. Librarian
- 2- Sh. Satish Kumar, Dy. Superintendent

One nominee each from Students and Alumni

- 1- President of College/ Topper of the 2<sup>nd</sup> year of the College (Student)
- 2- Ms Sapna (Alumni)

One nominee each from Employers /Industrialists/Stakeholders

- 1- Dr. Anand Kumar, Dean Colleges & Chairperson (Physics), CRS University, Jind
- 2- Dr. Manju Singla, Doctor, Civil Hospital, Jind

Local Society Members

1- Dr. R. C. Jain, Retired Principal

2- Sh. Jaibir Singh, Retired Associate Professor

College Council Members

1- Mrs. Vijeta Narwal

2- Sh. Jai Narain Gahlawat

3- Mr. Narender Kumar

4- Mr. Anoop Mor

Invitees:

1- Mrs. Manisha Dalal

2- Dr. Sandeep Sharma

3- Mr. Ashish Kumar

Coordinator: Dr. Manoj Kumar

# **Internal Quality Assurance Cell (IQAC)**

## **Govt. College for Women, Jind**

Ref No: GCWJ/IQAC/002

Date: 13.09.2021

### **IQAC Meeting Notice**

All the IQAC members & council members along with the invites are requested to attend the the IQAC Meeting on date 14.09.2021 at time 02:00 PM through google meet ( Online mode):

**IQAC Members:**

**Teacher Members**

- 1- Dr. Hari Om, Department of Geography
- 2- Mrs. Alpana Sharma, Department of Mathematics
- 3- Dr. Sumita Ashri, Department of English
- 4- Mrs. Amarjeet Kaur, Department of English
- 5- Mrs. Urmil Sharma, Department of English
- 6- Dr. Partibha, Department of Economics
- 7- Mr. Sanjay, Department of Botany
- 8- Mr. Rammehar, Department of English
- 9- Mrs. Esha Bansal, Department of Computer Science
- 10- Mrs. Preety, Department of Commerce

**Ex-officio Member-**

1. Sh. Jitender Kumar (Bursar)

**Few senior administrative officers**

- 1- Sh. Mahipal, Sr. Librarian
- 2- Sh. Satish Kumar, Dy. Superintendent

**One nominee each from Students and Alumni**

- 1- President of College/ Topper of the 2<sup>nd</sup> year of the College (Student)
- 2- Ms Sapna (Alumni)

**One nominee each from Employers /Industrialists/Stakeholders**

- 1- Dr. Anand Kumar, Dean Colleges & Chairperson (Physics), CRS University, Jind
- 2- Dr. Manju Singla, Doctor, Civil Hospital, Jind





### Local Society Members

- 1- Dr. R. C. Jain, Retired Principal
- 2- Sh. Jaibir Singh, Retired Associate Professor

### College Council Members

- 1- Mrs. Vijeta Narwal
- 2- Sh. Jai Narain Gahlawat
- 3- Mr. Narender Kumar
- 4- Mr. Anoop Mor

### Invitees:

- 1- Mrs. Manisha Dalal
- 2- Dr. Sandeep Sharma
- 3- Mr. Ashish Kumar

### Agenda :

- 1: Confirmation of minutes of meeting dated 26.08.2021
- 2: Any other matter with the permission of chairperson.

### Goole meeting link:


<https://meet.google.com/ydw-gjwj-tbo>

 13.09.2021

Coordinator, IQAC

Meeting Minutes

minutes of meeting dated 26.08.2021 were confirmed.

  
13.09.2021

# **Internal Quality Assurance Cell (IQAC)**

## **Govt. College for Women, Jind**

No: GCWJ/IQAC/013

Date: 06.10.2021

### **IQAC Meeting Notice**

All the IQAC members along with the invitee are requested to attend the the IQAC Meeting with NAAC Peer Team around 4:00 PM on date 07.10.2021 in IQAC office (Room No.15):

**IQAC Members:**

**Teacher Members**

- 1- Dr. Hari Om, Department of Geography
- 2- Mrs. Alpana Sharma, Department of Mathematics
- 3- Dr. Sumita Ashri, Department of English
- 4- Mrs. Amarjeet Kaur, Department of English
- 5- Mrs. Urmil Sharma, Department of English
- 6- Dr. Partibha, Department of Economics
- 7- Mr. Sanjay, Department of Botany
- 8- Mr. Rammehar, Department of English
- 9- Mrs. Esha Bansal, Department of Computer Science
- 10- Mrs. Preety, Department of Commerce

**Ex-officio Member**

1. Sh. Jitender Kumar (Bursar)

**Senior administrative officers**

- 1- Sh. Mahipal, Sr. Librarian
- 2- Sh. Satish Kumar, Dy. Superintendent

**One nominee each from Students and Alumni**

- 1- President of College/ Topper of the 2<sup>nd</sup> year of the College (Student)
- 2- Ms Sapna (Alumni)

**One nominee each from Employers /Industrialists/Stakeholders**

- 1- Dr. Anand Kumar, Dean Colleges & Chairperson (Physics), CRS University, Jind
- 2- Dr. Manju Singla, Doctor, Civil Hospital, Jind

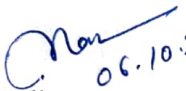


Local Society Members

- 1- Dr. R. C. Jain, Retired Principal
- 2- Sh. Jaibir Singh, Retired Associate Professor

Invitee:

- 1- Mrs. Manisha Dalal

  
06.10.2021  
Coordinator, IQAC

1



# Office of the Principal, Govt. College for Women, Jind

No:

832

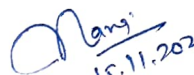
Date: 15.11.2021

## IQAC Meeting Notice (For Teacher Members)


All the IQAC Teacher Members are requested to attend the IQAC Meeting on date 15.11.2021 at time 02:00 PM in the Principal's office to discuss the API Rules & procedures:

### Teacher Members

- 1- Mrs. Alpana Sharma, Department of Mathematics
- 2- Dr. Sumita Ashri, Department of English
- 3- Mrs. Amarjeet Kaur, Department of English
- 4- Mrs. Urmila Sharma, Department of English
- 5- Dr. Partibha, Department of Economics
- 6- Mr. Sanjay, Department of Botany
- 7- Mr. Rammehar, Department of English
- 8- Mrs. Esha Bansal, Department of Computer Science
- 9- Mrs. Preety, Department of Commerce

  
15.11.2021  
Coordinator, IQAC

o/c

  
Chairperson, IQAC  
Govt. Women College,  
JIND (H.P.)

15-11-2021

Today, A meeting is held in the principal office under the chairmanship of the Respected Principal to discuss the API Rules & procedures. Following IQAC Teacher Members are present along with IQAC Coordinator:

- (1) Mrs. Albana Sharma
- (2) Dr. Sumita Ashri
- (3) Mrs. Amajjeet Kaur
- (4) Mrs. Urmila Sharma
- (5) Dr. Paribha
- (6) Mr. Sanjay
- (7) Mrs. Esha Bansal
- (8) Mrs. Preety

Following are the minutes:

- (1) Two forms would be prepared, one single page API form & another Detailed API form as per the guidelines issued by DHE.
- (2) Two members Committee is been formed to check the API score & these are
  - (i) Mrs. Albana Sharma & Dr. Paribha
  - (ii) Mrs. Amajjeet Kaur & Mrs. Urmila Sharma
  - (iii) Mr. Sanjay & Mr. Ramehar
  - (iv) Mrs. Esha Bansal & Mrs. Preety
  - (v) Dr. Sumita Ashri & one more member in place of her.
- (3) Every form must be checked by two member Committee or in some cases it might be checked by any two members from IQAC teachers Members list.
- (4) The definition of impact factor is discussed & on the consensus base it is adopted that from now the the definition as per the UHC guidelines would be treated.

use definition is as " impact factor to be determined as per Thomson Reuters List".

- (5) The Thomson Reuters list would be circulated in the IQAC teachers members group.
- (6) API form must be submitted in the Steno office along the forwarding letter.
- (7) Text Book (prescribed) proof & Notes / manual proof are mandatory to attach as per the guidelines though one can attach one page of Notes & front page of text Book etc.
- (8) orientation program would be considered in FDPs
- (9) In some emergency, the API score would be finalised & released after the two signs by member, IQAC coordinator & IQAC chairperson.

May  
15.11.2024

ASL  
15/11/24  
SA  
Sachin

IK-2 -  
15-11-24



# Internal Quality Assurance Cell (IQAC)

## Govt. College for Women, Jind

Date: 18.06.2022

### IQAC Meeting

Followings members (Signatories) are present for the IQAC & Council Meeting dated 18.06.2022:

#### IQAC Members:

##### Teacher Members

- 1- Mrs. Alpana Sharma, Department of Mathematics *Alpana*
- 2- Dr. Sumita Ashri, Department of English *Sumita*
- 3- Mrs. Amarjeet Kaur, Department of English *A*
- 4- Mrs. Urmil Sharma, Department of English *Urmil*
- 5- Dr. Partibha, Department of Economics *Partibha*
- 6- Mr. Sanjay, Department of Botany *Sanjay*
- 7- Ms Manju Sharma, Department of Physics *Manju*
- 8- Mrs. Esha Bansal, Department of Computer Science *Esha*
- 9- Mrs. Preety, Department of Commerce *Preety*
- 10- Mr. Ravi Kumar, Department of Chemistry *Ravi*

##### Ex-officio Member

1. Sh. Jitender Kumar (Bursar) *Jitender*

##### Few senior administrative officers

- 1- Mr. Sanjeev, for Dy. Superintendent *Sanjeev*

##### One nominee each from Students and Alumni

- 1- President of College/ Topper of the 2<sup>nd</sup> year of the College (Student)
- 2- Ms Sapna (Alumni) *Sapna*

##### One nominee each from Employers /Industrialists/Stakeholders

- 1- Dr. Anand Kumar, Dean Colleges & Chairperson (Physics), CRS University, Jind
- 2- Dr. Manju Singla, Doctor, Civil Hospital, Jind

##### Local Society Members

- 1- Dr. R. C. Jain, Retired Principal
- 2- Sh. Jaibir Singh, Retired Associate Professor

College Council Members (Whose names are not above)

1- Sh. Narender Kumar

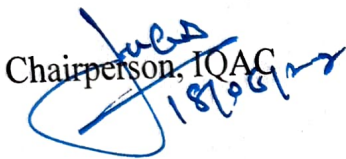


2- Mr. Anoop Mor



Coordinator, IQAC

Chairperson, IQAC



# Internal Quality Assurance Cell (IQAC)

## Govt. College for Women, Jind

Ref No: G(WJ/IQAC/22

Dated: 29.06.2022

### Meeting Minutes

Following IQAC members & College Council members along with the invites were present in the meeting dated 18.06.2022

**IQAC Chairperson:** Sh. Jai Narain Gahlawat

**IQAC Coordinator:** Dr. Manoj Kumar

**IQAC Members:**

**Teacher Members**

- 1- Mrs. Alpana Sharma, Department of Mathematics
- 2- Dr. Sumita Ashri, Department of English
- 3- Mrs. Amarjeet Kaur, Department of English
- 4- Mrs. Urmil Sharma, Department of English
- 5- Dr. Partibha, Department of Economics
- 6- Mr. Sanjay, Department of Botany
- 7- Ms Manju Sharma, Department of Physics
- 8- Mrs. Esha Bansal, Department of Computer Science
- 9- Mrs. Preety, Department of Commerce
- 10- Mr. Ravi Kumar, Department of Chemistry

**Ex-officio Member**

1. Sh. Jitender Kumar (Bursar)

**Few senior administrative officers**

- 1- Mr. Sanjeev, for Dy. Superintendent

**One nominee each from Students and Alumni**

- 1- Ms Sapna (Alumni)

**College Council Members (Whose names are not above)**

- 1- Sh. Narender Kumar
- 2- Mr. Anoop Mor



## Minutes of the Meeting

Meeting was held in the presence of above members in the principal's office on date 18.06.2022 for the agenda items. Discussions were made on every agenda item (*italic font*) & Followings were the minutes (agenda sr. no wise) as per consensus basis:

*1. Feedback Performa for teachers, students, student's parents & Alumni*

The Feedback Performa were approved for all stakeholders for a common feedback stream wise.

*2. Way of taking feedback from all stakeholders.*

It was decided that all kinds of feedback would be filled by stakeholders using google forms. After collection of feedbacks, necessary action would be taken.

*3. Preparing activities calendar.*

The common activities calendar would be prepared by taking the feedbacks from various committees & cells. After preparation, It would be uploaded on website.

*4. Student societies for each department & main committee & their roles.*

This proposal for making the student societies for each department & main committee was accepted. From now on there would be the student societies for each department & main committees like Women Cell, Cultural committee, Sports Committee, Placement Cell, NSS, Tour & Trips, Legal Cell, Red Cross, and Editorial Board. The funds for these student societies would be utilised from RKF.

*5. APIs Verifications Approval.*

Four API Forms were verified & approved.

*6. AQAR filling.*

For AQAR filling, point wise in charges would be formed who are best associated with the concerned matter of the particular point. The IQAC members would be the criterion conveners.

7. *Ways to motivate the teachers for doing Research & New Teaching methodologies.*

To motivate the teachers for doing work, teachers would be allowed to join (for paper presentation only) the research-based workshops & conferences at least once a year with TA/DA (as per rules) & Registration fees would be paid by the college up to Rs 1000 (once a year). The permission for attending conference/workshop for availing the financial benefits must be taken through IQAC.

The registration fees up to Rs 1000 would be claimed from college for attending the compulsory orientation & refresher courses & NOC for the same must be taken through IQAC.

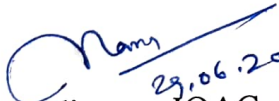
For new teaching methodologies, IQAC will promote to visit at best academic institutes for better exposure.


8. *AC in Student's Common Room*

This matter would be taken up in the next meeting.

9. *Any other matter with the permission of chairperson.*

No other matter was discussed.

  
29.06.2022  
Coordinator, IQAC

  
29/06/22  
Chairperson, IQAC