

MINUTES OF AQAR MEETING FOR SESSION 2017 – 18
First Meeting (with Teaching Staff)

Date of Meeting: 24 July 2017

Principal: Dr. Kamla Chanyal

Co-ordinator of IQAC: Dr. D.S. Chauhan

Member Present:

1. Dr. M.S. Panwar
2. Mr. B.V. Tripathi
3. Dr. Pankaj Bahuguna
4. Dr. H.O.S. Bahuguna
5. Dr. Avinash Tiwari
6. Dr. N.C. Khanduri
7. Dr. Madhuri (Principal, Jakholi degree college) – **External expert**
8. Mr. G. P. Nautiyal - **S.A.O.**
9. Mr. Suarabh – **Student**
10. Mrs. Ranjana – **Industrialist**

A meeting of IQAC was held in the Principal's office under the leadership of **Dr. Kamla Chanyal** (Principal). **Dr. D.S. Chauhan**, co-ordinator of IQAC cell, informed the house that the IQAC cell along with coordination of college staff and students is working hard for improving the teaching learning atmosphere and also making efforts to get good grade in NAAC. For achieving the said targets various tasks were fixed after discussion of IQAC team members and teaching staff.

1. To organize free medical camps for the students and local as a part of social responsibility.
2. To extend the lab access for the nearby school students.
3. Promotion of the distant learning programs like IGNOU and UOU.
4. Scrutiny of the API scores of the candidates who applied for promotion under Career Advancement Scheme (CAS) will involve IQAC.
5. Motivation of research programs in P.G. Departments.
6. To emphasize on the regularity in classes.
7. To involve parents through formation of parent teacher association.
8. To actively involve students in making the campus green and clean.

Vote of thanks was given by the Principal of the College and meeting adjourned thereafter.

(Dr. D.S. Chauhan)
Co-Ordinator IQAC

MINUTES OF AQAR MEETING FOR SESSION 2017 – 18
Second Meeting (with Student Representatives)

Date of Meeting: 01 November 2017

Principal: Dr. Kamla Chanyal

Co-ordinator of IQAC: Dr. D.S. Chauhan

Member Present:

1. Dr. M.S. Panwar
2. Mr. B.V. Tripathi
3. Dr. Pankaj Bahuguna
4. Dr. H.O.S. Bahuguna
5. Dr. Avinash Tiwari
6. Dr. N.C. Khanduri
7. Dr. P. S. Jangwan (Principal - Guptkashi degree college) - **External expert.**
8. Dr. Madhuri (Principal - Jakholi degree college) - **External expert.**
9. Mr. G. P. Nautiyal - **S.A.O.**
10. Mr. Suarabh – **Student**
11. Mrs. Ranjana – **Industrialist**

A Second meeting of IQAC with students was held under leadership of **Dr. Kamla Chanyal** (Principal). **Dr. D.S. Chauhan**, co-ordinator of IQAC cell informed the house about various tasks that were fixed after the discussion.

1. To evaluate the teaching learning atmosphere feedback from students will be taken.
2. The admission form for academic session 2018-19 will be simplified.
3. Students, at PG level, will be motivated for using power point for preparing presentations.
4. To make the admission procedure online.
5. To form parent teacher association.
6. To make efforts to make the campus clean and green.

Vote of thanks was given by the Principal of the College and meeting adjourned thereafter.

(Dr. D.S. Chauhan)
Co-Ordinator IQAC

MINUTES OF AQAR MEETING FOR SESSION 2017 – 18
Third Meeting (with Non-Teaching Staff)

Date of Meeting: 15 February 2018

Principal: Dr. Kamla Chanyal

Co-ordinator of IQAC: Dr. D.S. Chauhan

Member Present:

1. Dr. M.S. Panwar
2. Dr. B.V. Tripathi
3. Dr. Pankaj Bahuguna
4. Dr. H.O.S. Bahuguna
5. Dr. Avinash Tiwari
6. Dr. N.C. Khanduri
7. Dr. P. S. Jangwan (Principal - Guptkashi degree college) - **External expert.**
8. Dr. Madhuri (Principal - Jakholi degree college) - **External expert.**
9. Mr. G. P. Nautiyal - **S.A.O.**
10. Mr. Suarabh – **Student**
11. Mrs. Ranjana - **Industrialist**

Third meeting of IQAC (with non-teaching staff) was held under the leadership of **Dr. Kamla Chanyal** (Principal). **Dr. D.S. Chauhan**, co-ordinator of IQAC cell informed the house about various tasks that were fixed after discussion.

1. To actively involve and associate with awareness programs of Govt. of Uttarakhand like *Sparsh Ganga* and *Namami Gange*.
2. To organize various skill enhancement programs and workshops (like computer operations, library maintenance, office management) in campus.
3. To help teaching staff in making and maintaining proper records.
4. To make and keep the campus clean and green by involving in plantation programs.

Vote of thanks was given by the Principal of the College and meeting adjourned thereafter.

(Dr. D.S. Chauhan)
Co-Ordinator IQAC

MINUTES OF AQAR MEETING ON ACTION TAKEN REPORT, 2017-18
Fourth Meeting

Date of Meeting: 04 June 2018

Principal: Dr. G.S. Rajwar

Co-ordinator of IQAC: Dr. D.S. Chauhan

Member Present:

1. Dr. M.S. Panwar
2. Dr. B.V. Tripathi
3. Dr. Pankaj Bahuguna
4. Dr. H.O.S. Bahuguna
5. Dr. Avinash Tiwari
6. Dr. N.C. Khanduri
7. Dr. P. S. Jangwan (Principal - Guptkashi degree college) - **External expert.**
8. Dr. Madhuri (Principal - Jakholi degree college) - **External expert.**
9. Mr. G. P. Nautiyal - **S.A.O.**
10. Mr. Suarabh - **Student**
11. Mrs. Ranjana - **Industrialist**

To discuss the proper functioning, achievements and limitation of IQAC, a meeting was held at the end of the session. **Dr. G.S. Rajwar**, the principal of the college, was present and presided the meeting. **Dr. D.S. Chauhan**, the co-ordinator of IQAC informed the house that IQAC cell was able to achieve most of the targets fixed during the various meeting held during the session. These include:

1. The AQAR for the academic year 2017-18 was prepared on the basis of the information and data collected from the teaching departments and different sections of the college.
2. Free Medical camp (Eye) was organized in the college campus for the students and locals.
3. Students feedback on teachers obtained through manual mode was analysed.
4. On the recommendations of IQAC, the admission form for academic session 2018-19 was modified for student's welfare to include other required details.
5. Joint counseling was promoted to save the precious teaching hours and efforts.
6. Students were motivated for using power point for preparing presentations at PG level.
7. As a first step towards going online with the admission process (for new admissions), the fees will be deposited in the bank from the next session. The college has tied up with co-operative bank for fee deposit via challan.
8. The college collaborated with co-operative bank to open *Zero balance accounts* for students.
9. Scrutiny of the API scores of the candidates who applied for promotion under CAS.
10. P.G. departments were motivated for research and for Ph.D programs.
11. Teachers were asked to strictly monitor the regularity in classes and maintain proper records.

12. Associations with *Sparsh Ganga* and *Namami Gange* programs were made to conduct awareness campaign in capacity of collaborating institution with Govt. of Uttarakhand.
13. Use of polythene was restricted in the campus.
14. Plantation was done in and around campus on various occasions like Jayantis, environment day, republic day, independence day etc.

At the end of meeting, vote of thanks was given by the Principal of the college and meeting adjourned thereafter.

(Dr. D.S. Chauhan)

Co-Ordinator IQAC