Proceeding of IQAC Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 12th May, 2023 at 2:00 PM in the Principal's office under the chairpersonship of Principal-cum-Chairperson IQAC Sh. Darshan Kumar.

The agenda of the meeting:

1. Review of the previous meeting and action taken report
2. Regarding the preparation of SSR
3. Review of the progress made by Committees formed for Green Audit, Academic Audit and the Energy Audit of the college
4. Meeting of the Alumni Association of the college
5. Review of updation of the college website
6. Conduct of the Rozgaar Mela

Minutes of the meeting: -

❖ First, the IQAC coordinator Dr. Raj Kumar welcomed the chairperson and all the members, present in the meeting

❖ The action taken report for the previous meeting was presented and approved.

❖ It was decided to conduct separate meetings with all the NAAC committees regarding progress made for the preparation of SSR

❖ The conveners of the committees for carrying out the Green Audit, Energy Audit & Academic Audit of the college Mrs. Shveta Sharma & Dr. Madan Lal informed the House that their respective Audit reports are ready. Dr. Sanjay Verma told that the academic report is yet to be finalized & it would be ready by the end of the month May.

❖ It was decided to organize a meeting of the OSA of the college to reconstitute the body and register the same. It was decided to organize Rozgaar Mela for students of all streams

❖ The college website was reviewed by the IQAC committee and it was recommended that the details of the teachers of various departments should also be updated.

The meeting ended with a vote of thanks to the chair

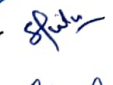## The meeting was attended by the following members: -

1) Dr. Raj Kumar (IQAC Coordinator)

2) Dr. Sumiksha, Member

3) Dr. Ashwini Patel, Member

4) Dr. Suresh Kumar, Member

5) Sh. Sumit Kumar, Member

6) Dr. Shveta Sharma, Member

7) Dr. Bhagwan Dass, Member

8) Dr. K.K.Pandey, Member

9) Dr. Madan Lal, Member

10) Mr. Karan Kumar, Member

11) Mrs. Anita Saini, Member

12) Mrs. Meena Soni (Librarian), Member

13) Mrs. Suman Kumari (Superintendent G-1) Sen. Administrative Officer

14) Mr, Pawan Kumar JOA(IT), Member

15) Mrs. Anita Kumari, Clerk BBA

16) Sh. Manoj Kumar PTA President

17) Priya Thakur, CSCA President

Principal
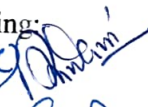Govt. College, Una
(H.P.) Pin-174303

Minute of Meeting

Meeting of IQAC with College website committee was held on dated 08.09.2023 at 1.30pm in the office of the Principal.

Agenda of meeting: Up gradation of College Website

It was discussed in the meeting that upgrading of college website in various aspects is required and various points for the upgrading were discussed and IQAC gave vital input for the upgrading of website in various fields. It was decided to add new links and update information at latest. Committee assured for prompt action in this regard.

Following members attended the meeting:

1. Dr. Raj Kumar (Advisor IQAC)
2. Dr. Ashwani Patel (Advisor IQAC)
3. Prof.Puneet Kanwar- Convener IQAC
4. Prof. Sumit Sharma - Convener Website committee
5. Prof.Yashpal- member
6. Prof.Vivek Jairath- member
7. Prof.Love Jaswal- member
8. Sachin Kumar- member
9. Sachin Rana- member

8/9/23

Principal
Govt. P.G. College, Una (H.P)

IQAC-GOVT. PG COLLEGE UNA(H.P.)

Minutes of the Meeting

Date: 08.09.2023   **Time**: 2pm

Location: Office of the Principal

Meeting Attendees:

- Principal

- IQAC Team Members, Committee Members for Criterion 1 and 2, Committee members of Internet and website committees

Agenda:

- Reviewing Progress for Criteria 1 and 2

- Discussion of Data

- Preparations for Filling AQAR for 2022-23 Session

- Upgradation of wifi and internet facility in the campus

- Upgradation of college official website

Meeting Summary:

1. The meeting was convened in the office of the Principal to review the progress of committee members for Criteria 1 and 2 and discuss the data pertinent to these criteria and upgradation of internet facility, WIFI and college website.

2. The Principal, IQAC team members, and committee members for Criteria 1 and 2 , Internet working maintenance committee and College Website Updation Committee were present.

3. The meeting began with a review of the objectives:

   a. Reviewing the progress of committee members for Criteria 1 and 2.

   b. Discussing relevant data.

   c. Preparing for the submission of AQAR for the 2022-23 session.

   d. Discussing wifi and internet facility in the campus with bandwidth of 100Mbps.

   e. Updating college official website as per NAAC requirement.

4. Committee members provided updates on their respective criteria, highlighting achievements, challenges, and future plans.

5. Detailed data related to Criteria 1 and 2 were presented and discussed in depth, including any quantitative and qualitative findings.

6. The IQAC team and committee members engaged in a constructive dialogue to identify areas for improvement and strategies to achieve excellence.

7. Action items were assigned to address specific areas of concern or improvement, including deadlines and responsible parties.

8. It was emphasized that the goal is to ensure the highest possible quality for the AQAR report for the 2022-23 session.

9. The meeting concluded with a recap of action items and a commitment to ongoing collaboration to meet the set objectives.

Meeting Chair: Dr. S.K. Bansal, Principal, Govt.PG College Una

IQAC :

Dr. Raj Kumar (Asso.Prof.)- Advisor

Dr. Ashwani Patel (Asso.Prof.)- Advisor

Puneet Prem Kanwar (Asso. Prof.)- IQAC Convener

Criterion 1 committee members:

(CURRICULAR ASPECTS)

Karan Kumar (Asstt. Prof.)- Incharge

Vipul Gautam (Asstt. Prof.)-
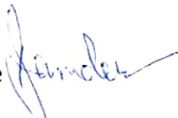
Varun Dhiman (Asstt. Prof.)-

Love Jaswal (MCA) ,(Asstt. Prof.)-

Ashok Kapil (MBA) ,(Asstt. Prof.)-

Pooja Thakur (BCA),(Asstt. Prof.)-

Criterion 2 committee members:

(Teaching, Learning and Evaluation)

Dr. Ajay Ramdev- (Asso. Prof.) Incharge

Sanjay Sharma (Asstt. Prof.)

Anita Saini (Asstt. Prof.)-

Jag Mohan (Asstt. Prof.)-

Amarjeet Maan Singh (Asstt. Prof.)-

Shamli (MBA) ,(Asstt. Prof.)-

Anita (Clerk)

Website Updation Committee

Sumit Sharma (Asstt. Prof.)

Yashpal (Asstt.Prof.)

Love Jaswal (Asstt. Prof.)

Sachin Sharma -clerk

Sachin Rana-JOA-IT

Internet working and maintenance Committee

Madan Lal (Asstt. Prof.)-Incharge

IQAC – GOVT. PG COLLEGE UNA (H.P)

Minutes of the Meeting

Date: 11.09.2023   Time: 2pm

Location: Office of the Principal

Meeting Attendees:

- Principal

- IQAC Team Members

- Committee Members for Criterion 3 and 4

Agenda:

- Reviewing Progress for Criteria 3and 4

- Discussion of Data

- Preparations for Filling AQAR for 2022-23 Session

Meeting Summary:

1. The meeting was convened in the office of the Principal to review the progress of committee members for Criteria 3and 4and discuss the data pertinent to these criteria.

2. The Principal, IQAC team members, and committee members for Criteria 3and 4were present.

3. The meeting began with a review of the objectives:

   a. Reviewing the progress of committee members for Criteria 3and 4.

   b. Discussing relevant data.

   c. Preparing for the submission of AQAR for the 2022-23 session.

4. Committee members provided updates on their respective criteria, highlighting achievements, challenges, and future plans.

5. Detailed data related to Criteria 3and 4were presented and discussed in depth, including any quantitative and qualitative findings.

6. The IQAC team and committee members engaged in a constructive dialogue to identify areas for improvement and strategies to achieve excellence.

7. Action items were assigned to address specific areas of concern or improvement, including deadlines and responsible parties.

8. It was emphasized that the goal is to ensure the highest possible quality for the AQAR report for the 2022-23 session.

9. The meeting concluded with a recap of action items and a commitment to ongoing collaboration to meet the set objectives.

Meeting Chair: Dr. S.K. Bansal, Principal, Govt. College Una

IQAC :

Dr. Raj Kumar- Advisor

Dr. Sumiksha- Advisor

Dr. Ashwani Patel- Advisor

Puneet Prem Kanwar- IQAC Convener

Criterion 3 committee members:

(RESEARCH, INNOVATION AND EXTENSION)

Dr. Rajindar Kumar - Incharge

Sumit Kumar - Incharge

Rakesh Kumar

Vivek Kumar

Tanu Sharma MCA

Amit Kumar (Clerk MCA)

Criterion 4 committee members:

(INFRASTRUCTURE AND LEARNING RESOURCES)

Dr. Meeta Sharma- Incharge

Dr. Ranju Banota- Member

Shivani Bhagat- Member

Rajni(MCA)- Member

Meena Soni- Librarian

Amit Kumar- (Clerk MCA)