

IQAC GDC Surankote

MINUTES OF MEETING OF IQAC

HELD ON , 19 July., 2022 AT 2.00 PM

A meeting of all the IQAC members was organised in the IQAC on 19-07-2022 under the chairmanship of Prof Sarshad Hussain, Co-ordinator IQAC to discuss the agenda items.

1. Commencement of meeting:

The meeting was declared open by the coordinator, Prof Sarshad Hussain at 2.35 p.m.

2. Opening remarks:

At the very outset of the meeting Dr. Mussaret Jabeen, senior administrative officer of college, welcomed all the staff members for attending the meeting and brief the agenda items of the meeting.

3. Discussions/Comments on Agenda of meeting:

The agenda items were taken for discussion. A threadbare discussion was held among all the staff members and the following decisions were taken unanimously. Their views, comments and responses are summarized below.

4. Minutes of the meeting:

On the basis of the views, comments and responses of the staff members, the minutes of meeting are recorded as follows.

Agenda item 1: Annual Report of the IQAC

Decisions taken in different minutes of meetings of IQAC during the academic year 2021-22 and compliance thereof were discussed and finalised as below:

| S.No | Date of Meeting | Plan of Action | Compliance |
|------|-----------------|--|--|
| 1 | 12/02/2021 | Draft Plan/ Policy Document was prepared and adopted | Academic calendar Made and displayed on website |
| | | | Program outcomes formulated and displayed on website |
| | | | Mode of assessment formulated and displayed on website |
| | | | Add on course on phonetics in English |

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| | <p>Started.</p> <p>Maximum choices for opting courses were given in admission during the session 2021-22 for providing academic flexibility</p> <p>Ensuring participative learning field trip in Geography, Botany and EVS were held</p> <p>Feedback of Students, Alumni and Teachers was collected, analyses and action has also been taken.</p> <p>Slow Learners and Advanced Learners were identified and remedial classes were held for slow learners</p> <p>Extension activities in neighbourhood communities were undertaken by NSS</p> <p>Mentor Mentee meetings were held</p> <p>Policy for disabled friendly environment was adopted and hoisted on website</p> <p>Alumni portal has been created in website for generating information and Alumni meet was organised</p> |
| Enriching Learning Resources | <ul style="list-style-type: none"> • Subscription of N-LIST has been made. • Campus has made WiFi connected • DPR for automation of library has been prepared |
| Promotion of gender equity | <ul style="list-style-type: none"> • CCTV have been installed • Girls Common Room is made available • Women development cell is in place. • Separate washrooms for females have been made available. |

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| | | <p>Management of degradable and non-degradable waste</p> <ul style="list-style-type: none"> • MoU with Municipality has been signed. • Incinerators have been installed. |
| | | <p>Augmenting Building Infrastructure</p> <p>DPRs for Hostels, Gymnasium Hall, Sports Block, Science Block have been prepared.</p> |
| | | <p>Institution of Excellency Awards</p> <p>Awards received from District administration, NGOs and MGNCRE Ministry of Education Govt of India</p> |
| | | <p>Rotation of Important Assignment</p> <p>Program Officer NSS has been changed</p> |
| | | <p>Green initiatives</p> <ul style="list-style-type: none"> • 3 lawns were developed. • Hedges of flowers and plants are developed along the parking area. • Plantation drive with department of social forestry was organised in which 20 plants of Deodars are planted in the campus • Ornamental plants in the vases are kept in the administrative block. |
| 2 | 20-02-2021 | <p>Enriching drinking water facility</p> <ul style="list-style-type: none"> • Submersible pump purchased and installed, water connection restored. • One RO Water Dispenser of 50 litre capacity was installed. • 6 small hot and cold water dispensers are installed |
| | | <p>Ensuring uninterrupted power supply</p> <ul style="list-style-type: none"> • 25 KVA separate transformer from DDC was got installed in the campus. • 40 KVA genSet installed. • 10 Solar inverters are installed. |

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| | | | <ul style="list-style-type: none"> • 10 KVA online UPS in the Browsing Centre installed. |
| | | Development of College Ground, Pedestrian Friendly Path and Boundary Wall | <p>Development of College ground and Boundary Wall is under progress.</p> <p>Pathways and Parkings have been developed.</p> |
| | | Creation of ICT facilities in classrooms, labs | <ul style="list-style-type: none"> • 7 nos interactive panels • Establishment of Browsing Centre with hot and cold ACs • Number of computers for academic purpose have been increased upto 64. • Installation of WiFi routers |
| | | Creation of Sports facilities in the College | Playing gadgets for indoor games and outdoor games have been procured, Gymnasium has been set. |
| | | Creation of Music and Fine Arts facilities in the College | Equipment of Music and Fine Arts have been purchased. |
| | | Creation of Food Processing Unit for running Skill Course | Equipment for food processing have been purchased. (Deep freezer with minus 20 degree Celsius storing ability, Biological incubator, Ultracentrifuge, Micro imaging System -Lica, Oven, Laminar Air Flow) |
| 3 | 06/08/2021 | NAAC | <p>IQAC has been set up with interactive panel display, Photocopier and i5 computers besides the chairs, tables and AC.</p> <p>One Week Inter-collegiate Workshop on</p> |

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| | | | SSR was held by the IQAC from 25 th of July to 31 st of July 2021 |
| | | | College Website has been updated |
| | | | Sign boards are prepared and installed in institution. |
| 4 | 09-10-2021 | NAAC | Brainstorming Session about NAAC preparation was held by IQAC on 11/10/2021 where videos and photographs of the NAAC PEER TEAM VISIT and Preparation of the NAAC accredited institutions were displayed and discussed |
| | | | Visit to NAAC accredited institution, GDC Mendhar arranged on 30/10/2021 so as to make their mind in the line of preparation for inspection |
| | | | College got accredited by NAAC with B ⁺⁺ grade and CGPA of 2.98 |
| 5 | 12/10/2021 | Feed back | Students feedback was analysed |
| 6 | 21/10/2021 | Feed back | Teachers Feedback was analysed |
| 7 | 15/11/2021 | Feed back | Alumni feedback was analysed |
| 8 | 18/11/2021 | Students orientation | General Orientation Programm was held on 22/11/2021 |
| | | Student Body | Students Body was elected on 27/10/2021 |
| 9 | 19/04/2022 | Adoption of best practice | "Adoption of Mechanism for Timely Collection & Preservation of Record for NAAC Purpose" |

5. Recommendations and confirmations of minutes of meeting:

Prof. Waseem ul Haq, read the minutes of the meeting and passed on these minutes to the IQAC members for their further comments, if any. No further comments were received.



All the staff members accepted and confirmed the minutes of the meeting and recommended these minutes of meeting for approval as read.

IQAC Committee

| S. No | Name | Designation | Signature |
|-------|---------------------|-------------|---|
| 1. | Dr. Mussarat Jabeen | Member |  |
| 2. | Dr. Khalil Ahmed | Member |  |
| 3. | Dr. Mohd Ashfaq | Member |  |
| 4. | Prof Khaleeq Ahmed | Member |  |
| 5. | Ms. Aafia Zaman | Membe |  |
| 6. | Mr. Raiz Ahmed | Membe |  |
| 7. | Mr. Waseem Ul Haq | Membe |  |

6. Termination of meeting:

The meeting ended at 4.00 p.m with a vote of thanks by Prof. Khaleeq Ahmed.



Principal
Govt. Degree College
Surankote


(Prof Sarshad Hussain)
Coordinator IQAC
GDC Surankote