

IQAC

Minutes of Meetings

2015-16:

27-July-2015

An IQAC meeting was held with the students on 27 July .The following guidelines were given to the students:

- Students were addressed and asked to come punctually to the college and attend all the classes allotted to them.
- They were informed about assessment criterion and were asked to submit two assignments and take one test. It was mandatory for them to attend minimum of 75% lectures allotted to them.
- They were asked to opt for at least one cell of the college (NSS/Women-Cell/Legal Cell/Red Cross and Red Ribbon Cell).
- They were asked to contribute to college magazine “Gyan-Stambh” by contribution their articles.

24-Aug.-2015

An IQAC meeting was held of H.K.M.V. Jind on 24 Aug. It was attended by all the members of IQAC. The following decisions were taken and plan of action was outlined:

- It was decided that new subjects will be introduced in view of rising demand of the students. Proposal for introduction of M.Com, PGDCA and Geography as a subject in B.A. will be sent to DHE and K.U.K.
- New Books and Journals will be purchased in each subject.
- It was decided that academic and cultural calendar of the college will be prepared with help of H.O.D's and in-charges of various cells.
- It was decided that requirements of new furniture and equipments for upgradation of college would be formulated.

1-Sept.-2015

An IQAC meeting was held with all the members of Teaching staff and the following decisions were taken:

- It was decided that all the teachers prepare lesson plans and teach students accordingly.
- They were advised by the chair person to be punctual and come fully prepared in the class.
- It was decided that academic -calendar and calendar of activities of subject, associations, various cells and cultural activities should be prepared by the incharges and submitted to IQAC.
- It was decided that academically weaker students will be identified and provided extra coaching in vacant period.

- Teachers were motivated to perform research work and participate in seminars and publish their research papers.
- It was decided to organize Talent-show to show case the talent of new students.
- Critical evaluation and analysis of previous session result was made by IQAC and members of staff and remedial measures were taken.

9-Sept.-2015

An IQAC meeting was held on 9 September with the members of the teaching staff. The following decisions were taken:

- Teachers were asked not to use Mobile-Phones in the class-rooms.
- It was decided that Periodical assessment through class tests would be taken. Teachers should take test on the sheets provided by the college.
- Teachers were asked to use audio-visual aids while teaching and provide extra notes and resource-material to the students.
- Teachers were asked to review the progress of syllabus in odd-semester before examination. They were asked to complete the syllabus and get it thoroughly revised.
- The incharges of NSS, Women-Cell, Legal Cell, Red Cross and Red-Ribbon Cell were appreciated for various activities carried out by them.
- Teachers were asked to identify meritorious students in B.A./B.Com and B.Sc for various providing them scholarship.

22-Sept.-2015

An IQAC meeting was held with non-teaching staff on 22 Sept the following decisions were taken:

- The members of non-teaching staff were asked to be punctual and come to college on time.
- They were asked to maintain data of students carefully year wise.
- New clerks were advised to learn latest programmes of computer and update themselves.
- They were advised to reduce wastage of paper.
- Scholarship Incharge (Clerk) was asked to display all the scholarship schemes on the various notice-boards so as to make students aware about new scholarship schemes.

21-Oct.-2015

An IQAC meeting was held on the following decisions were taken:

- It was decided to construct Wash Rooms, Green Rooms and flooring of Auditorium.
- It was decided to renovate old wash rooms and construct new throughout the college. Parks were to be maintained and new grounds installed.
- It was decided to purchase new sports equipments, Home-Science lab equipments.
- New computers with latest technology were to be purchased.
- It was decided to furnished newly created Geography lab.

5-Nov.-2015

An IQAC meeting was held with students on 5th Nov. The following guidelines were issued to them:

- Students were informed that all the meritorious students in the field of academic/sports and cultural would be honored and would be given prizes.
- Students were asked to maintain discipline and keep the college clear.
- They were asked to contribute and help in performing activities of different subject societies.
- They were asked to use library and were informed about various journals and competitive magazines available in the library.
- They were told that they are allowed to sit in the lawns but are not allowed to pluck flowers and strew papers.

13-Nov.-2015

An IQAC meeting was held on 13 Nov. and the following decisions were taken and guidelines issued to the teachers.

- The chairperson appreciated the work of cleanliness committee for the extra pains taken by it to make college clean and beautiful.
- It was decided to take extra classes for the students involved in sports and cultural activities.
- The chair-person asked all the head of the departments to ascertain whether syllabus for even semester has been completed or not.
- Outcome achieved at the end of session 2015-2016:

The co-ordinator informed about the achievements of IQAC for the session 2015-2016

- ❖ New courses were started. M.Com =40 seats, PGDCA =40 seats and Geography =80 seats as a subject in B.A.
- ❖ Rs. 8,51,661 Were Spent construction of Auditorium – Flooring, Wash Rooms and Green Rooms.
- ❖ Rs. 607910 were spent on repair and maintenance of the college. Wash –Rooms were innovated and reconstructed throughout the college. Parks were maintained and new tree guards purchased.
- ❖ Books and Journals worth 63,023 were purchased.
- ❖ Calender was prepared regarding activities of
- ❖ Subject associations
- ❖ Women Cell
- ❖ Legal Cell
 - Red Ribbon Cell
 - N.S.S
 - Career Corner and Guidance Cell
 - Cultural Activities
- ❖ Sports equipment worth Rs. 6841 were purchased.
- ❖ Home science lab equipment worth Rs. 23200 were purchased.
- ❖ Computers worth Rs. 4,02,300 were purchased
- ❖ Geography lab was established.
- ❖ Data of A.I.S.H.E 2015-2016 has been successfully uploaded certificate recived.

18-Nov.-2015

An IQAC meeting was held with parents on 18 Nov. The following guidelines were issued to them:

- Parents were asked not to provide large amount of money or ornaments to their wards as it hinders their security and college will not be responsible for any miss happening.
- They were asked to be vigilant and keep abreast of activities of their wards. The college gate shall be closed till 1:00 pm and girls will not be allowed to leave the college before that until the guardian request.
- They were asked to meet the concerned teacher for frequently in order to trace the academic progress of their wards.