

Internal Quality Assurance Cell (IQAC)
Government Degree College, Shopian Kashmir

Minutes of the IQAC meeting held on 17-04-2018

Agenda

- Reading of the minutes of the previous meeting
- Review of AQAR for 2017-18
- Compilation of AQAR for 2018-19
- Revamping of the College Website
- Construction of laboratories for newly introduced courses
- Landscape development
- Acquisition of books for the library

The first meeting of the newly constituted IQAC was held on 17-04-2018 in the office chamber of the worthy Principal at 2:00 pm. Principal, Dr. Ali Mohammad Dar, welcomed the new IQAC members to the meeting and expressed hope that the new members will work sincerely towards quality monitoring and enhancement of the institute. A summary of the proceedings is as under:-

1. Confirmation of the minutes of the previous meeting: Minutes of the previous IQAC meeting were read and confirmed.

2. Review of AQAR for 2017-18: Annual Quality Assurance Report (AQAR) for the year 2017-18 was presented before the IQAC members for review. The committee approved of the AQAR after thorough examination.

3. Compilation of AQAR for 2018-19: The meeting thoroughly deliberated on the mechanism of compilation of 2018-19 AQAR. It was unanimously decided that a criterion of AQAR will be assigned to each IQAC member for preparation considering their knowledge and expertise in the relevant criterion. A soft copy of AQAR was WhatsApped/emailed to all members to expedite the process of compilation. Coordinator IQAC sensitized the members to the importance of documentation in the assessment and accreditation process and urged them to verify the documents substantiating the activities/ events organized by the different departments/committees of the institute at the time of compilation.

4. Revamping of the College Website: The house was briefed that despite repeated requests the website committee has failed to operationalise the college website leading to subsequent delay in submission of AQAR of previous year to NAAC.




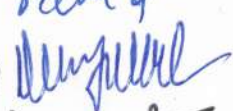
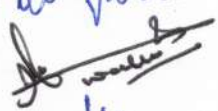




5. Creation of laboratories for newly introduced courses: Detailed discussion on the construction of laboratories for the newly introduced courses took place. It was decided that the new laboratories for Biochemistry, Biotechnology, Geography and Psychology will be created in the ground floor of the science block. The work on the construction of new laboratories will be undertaken once the library is shifted to Sir Syed Block. Mr. Hilal Ahmad Pal was entrusted with the job of looking after the construction of Biochemistry and Biotechnology while Dr. Suahil Ahamd and Dr. Syed Riyaz Ahmad were made in-charge for Geography and Psychology laboratories respectively.

6. Landscape development: The committee also discussed various measures to give facelift to the campus. Pertinently, College landscape development committee headed by Dr. Umar Farooq was entrusted with the job of landscape development.

7. Acquisition of books for the library: Convener library committee in proper consultation with librarian of the college shall assess the requirements of the college library in line with the needs of the students so that the books purchased fulfill the immediate necessities. The books related to newly introduced courses shall be the topmost priority while making any new purchases.

The meeting ended with a resolve to implement the decisions in letter and spirit. The convener presented vote of thanks to all the participants and the chair for their consistent support and efforts for development of the college.

Attendees:

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| 1. | Dr. Ali Mohammad Dar | (Chairperson) |  |
| 2. | Mr. Tariq Hussain Mir | (Coordinator) |  |
| 3. | Dr. Sajad Hussain Ahangar | (Assistant Professor) |  |
| 4. | Mr. Mohammad. Nayeemur Rehman Rather | (Assistant Professor) |  |
| 5. | Dr. Aijaz Ahmad Wachkoo | (Assistant Professor) |  |
| 6. | Mr. Hilal Ahmad Pal | (Assistant Professor) |  |
| 7. | Dr. Umar Farooq Dar | (Assistant Professor) |  |
| 8. | Mr. Shahnawaz Ahmad Khanday | (Assistant Professor) |  |
| 9. | Aamir Ayoub | (Student) |  |

Co-Ordinator
I.Q.A.C
Govt. Degree College
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Minutes of the IQAC meeting/Action Taken Report

Agenda

- Reading of the minutes of the previous meeting
- Student Satisfaction Survey
- Alumni Engagement
- Review progress of under-construction infrastructure development projects
- Feedback on Faculty

IQAC of the college assembled in the conference hall on 09-08-2018 at 2:30 pm to discuss some important measures pertaining to quality maintenance and improvement. Worthy principal, Dr. Ali Mohammad Dar, presided over the meeting. Dr. Umar Farooq conveyed his inability to attend the meeting. A summary of the proceedings is as follows:-

(1) Reading of the minutes of the previous meeting and action taken: Minutes of the previous meeting held on 17-04-2018 were read and confirmed. In response to the minutes of the previous meeting following actions were taken

(a) AQAR 2017-18: The AQAR for the said academic year has been finalized but could not be submitted to NAAC owing to the dysfunctional college website.

(b) Compilation of AQAR for 2018-19: The preparation of the AQAR is currently under progress.

(c) Revamping of the College Website: The website committee was asked to ensure the revamping of the institute website as soon as possible. The house also suggested if needed another website designer can be roped in to expedite the process and avoid further delay in uploading the AQARs to NAAC.

(d) Construction of laboratories for newly introduced courses: Design of the laboratories for the newly constructed courses was prepared in consultation with the concerned HoDs and the same has been approved of by the college development committee.

(e) Landscape development: The College has witnessed enormous landscape development during the current academic year owing to concerted efforts of the landscape development committee and the college administration.








(2) Student Satisfaction Survey: Detailed discussion on various aspects of the student satisfaction survey as to parameters of the survey, mode of survey (offline/online) and the sample size was held. Majority of the members were of the view that the survey should be conducted in offline mode considering the fact that a sizeable portion of the student community is not familiar with modern survey tools and should be preferably conducted over a period of two weeks. Coordinator IQAC asked the members to encourage students to take part in the survey to make this process meaningful and effective.

(3) Alumni Engagement: The committee also highlighted the need for larger engagement with the alumni of the college. It was decided that soon a new google form will be created and the link will be shared on different platforms such as facebook, whatsApp for wider publicity and registration of the alumni.

(4) Review progress of under construction infrastructure development projects: The meeting was informed that the work on two eight-lecture hall complexes (one of them also houses new library) is going on in full swing and are expected to be ready for use by the end of the New Year. It was also informed that the work on the new auditorium has been stopped due to delay in release of funds. The college administration is actively pursuing the case with the higher ups and work on the auditorium will be resumed soon.

(5) Feedback on Faculty: The members also held a threadbare discussion on the methods for obtaining student feedback on faculty for improving the teaching-learning process. It was decided that a team comprising IQAC members will sensitize the students about the importance of student feedback for NAAC accreditation and also encourage them to participate in this exercise.

The meeting ended with a vote of thanks to the chair by Mr. Mohammad Nayeemur Rehman Rather and following members attended the meeting.

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| 1. Dr. Ali Mohammad Dar | (Chairperson) |  |
| 2. Mr. Tariq Hussain Mir | (Coordinator) |  |
| 3. Dr. Sajad Hussain Ahangar | (Assistant Professor) |  |
| 4. Mr. Mohammad Nayeemur Rehman Rather | (Assistant Professor) |  |
| 5. Dr. Aijaz Ahmad Wachkoo | (Assistant Professor) |  |
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