



**GOVT. COLLEGE, ATELI DISTRICT MAHENDERGARH**

**INTERNAL QUALITY ASSURANCE CELL (IQAC 2016-17)**

**Minutes of meeting of IQAC held in Principal Office on 12/08/2016 at 1:00 PM**

Following faculty members and official were present in the meeting chaired by Hon'ble Principal:

Sr. No.	Name	Designation
1.	Dr. R. D. Kaushik	Chairman IQAC (Principal)
2.	Dr. Rajesh kumar saini	Sr. Faculty Member
3.	Dr. Neeraj Chauhan	Sr. Faculty Member
4.	Smt. Anju Rani	Sr. Faculty Member
5.	Dr. Satish kumar	Sr. Faculty Member
6.	Dr. Rajesh	Sr. Faculty Member
7.	Sh. Dipesh	Student
8.	Sh. Rakesh kumar	Alumni
9.	Sh. Jaipal	Industrialist
10.	Sh. Nardev	Social Worker

**Minutes of the meeting**

**In this meeting the committee members decided:**

1. All the heads of the department and coordinator/ In charge of various cells like NCC/NSS/YRC/Red Cross/Road Safety etc. will prepare their academic calendars.
2. Various committee be formed to implement the policies plan.
3. Teaching – learning and evaluation system adopted in the college was discussed.
4. To improve the infrastructural facilities in college campus.
5. Improve academic environment and discipline.
6. Organize seminars, extension lectures and workshops.
7. To encouraged faculty members to undertake more and more research work.
8. To improve attendance of the students and discipline, induction program for students be organized.

***The meeting ended with a vote of thanks.***

  
Principal  
Govt. College, Ateli (M/Garh)



**GOVT. COLLEGE, ATELI DISTRICT MAHENDERGARH**

**INTERNAL QUALITY ASSURANCE CELL (IQAC 2016-17)**

**Minutes of meeting of IQAC held in Principal Office on 24/11/2016 at 2:30 PM**

Following faculty members and official were present in the meeting chaired by Hon'ble Principal:

Sr. No.	Name	Designation
1.	Dr. Rajesh kumar saini	Chairman IQAC (Principal)
2.	Dr. Neeraj Chauhan	Sr. Faculty Member
3.	Dr. Satish kumar	Sr. Faculty Member
4.	Smt. Anju Rani	Sr. Faculty Member
5.	Dr. Rajesh	Sr. Faculty Member
6.	Dr. Sudhir	Sr. Faculty Member
7.	Sh. Dipesh	Student
8.	Sh. Rakesh kumar	Alumni
9.	Sh. Jaipal	Industrialist
10.	Sh. Nardev	Social Worker

**Minutes of the meeting**

**In this meeting the committee members decided:**

1. To check that the curriculum/ syllabus divide is taught and completed well in time and regular class test and assignment were also assessed.
2. To improve/ upgrade infrastructure in labs of the college.
3. Talent Search/Annual function and convocation to be organized.
4. Student feedback system adopted in the college and stress was laid to conduct more student satisfaction survey and contact with other stake holders/ Alumni

**Action take report**

1. All heads of the department and incharge of cells, committees etc were instructed to prepare their academic calendars. They prepared it and submitted to I Q A C.
2. Various committees were formed for implementation of plans and policies of I Q A C.
3. A meeting of the faculty with IQAC was called to ensure the imparting of equality education through proper learning, teaching and evaluation system and to ensure that more and more expensive activities are carried out.

4. An approved proposal was send to DGHE office for one day national seminar in Department of Commerce.
5. Research committee of the college stressed the faculty to ensure maximum participation in research activities like seminar/FDP/ workshop etc.
6. At the onset of session 2016-17, one inductions programs for newly admitted students were organized.

*The meeting ended with a vote of thanks to the Chair.*

  
Principal  
Govt. College, Ateli (M/Garh)



**GOVT. COLLEGE, ATELI DISTRICT MAHENDERGARH**

**INTERNAL QUALITY ASSURANCE CELL (IQAC 2016-17)**

**Minutes of meeting of IQAC held in Principal Office on 16/03/2017 at 1:30 PM**

Following faculty members and official were present in the meeting chaired by Hon'ble Principal:

Sr. No.	Name	Designation
1.	Dr. Rajesh kumar saini	Chairman IQAC (Principal)
2.	Dr. Neeraj Chauhan	Sr. Faculty Member
3.	Dr. Satish kumar	Sr. Faculty Member
4.	Smt. Anju Rani	Sr. Faculty Member
5.	Dr. Rajesh	Sr. Faculty Member
6.	Dr. Sudhir	Sr. Faculty Member
7.	Sh. Dipesh	Student
8.	Sh. Rakesh kumar	Alumni
9.	Sh. Jaipal	Industrialist
10.	Sh. Nardev	Social Worker

**Minutes of the meeting**

**In this meeting the committee members decided:**

1. All the departments were encouraged to organized seminar, workshop for PG courses and to prepare curriculum for value added courses.
2. Automation of library for e- accessibility in to provide latest study material.
3. To check the academic records of the students and suggest improvement to the concerned faculty members.
4. To encourage more students to visit job fairs and exhibition to secure jobs in private sectors.

**Action takes report**

1. Meeting of the faculty was called and instructed it to impart quality education by using ICT, participative method of teaching and undertaking research activity.
2. Govt. Grant regarding Lab Upgradation were disbursed and utilized in various labs to improve quality of Labs.
3. A National Seminar was held on 18<sup>th</sup> February 2017, organized by Deptt. Of Commerce "Paradigm Shift in Goods and Service Tax- Implication and Challenges".

*The meeting ended with a vote of thanks.*

  
**Principal**  
Govt. College, Ateli (M/Garh)