

MINUTES OF THE MEETING OF THE GOVERNMENT COLLEGE INTERNAL QUALITY ASSURANCE CELL (IQAC) HELD AT GOVERNMENT COLLEGE ROPAR ON 05TH OCTOBER, 2019 AT 11.00 AM

No: 6963

Date: 05-10-2019

**AGENDA**

1. Reading of the previous minutes of the meeting.
2. Formation of new IQAC cell according to latest guidelines.
3. Discussion on important works to be carried out by IQAC cell.

**1. Reading of the previous minutes of the meeting.**

- IQAC coordinators Prof. BS Satyal reviewed the previous IQAC minutes of the meeting and discuss the action taken report. Status of compliance was presented.

**2. Formation of new IQAC cell according to latest guidelines.**

- Head of the institution Dr. Sant Surinderpal Singh proposed the name of Prof. BS Satyal as coordinator of the newly constituted IQAC cell. He also stated that IQAC cell should shoulder the responsibility of generation and promoting awareness in the institution and devote time to complete the previous AQAR's.
- Principal further apprised the previous committee members about the achievements of college students in academics, sports events and other cultural events such as youth festival etc.

**3. Discussion on important works to be carried out by IQAC cell.**

- Principal further briefed everyone about participation of college in star college scheme of DBT (Department of Biotechnology). It was also discussed that if we received the grant, it will be for the first time for the college.

Meeting ended with vote of thanks.

  
Principal,  
Govt College,  
ROPAR

## MEMBERS OF IQAC CELL

1. Mr. BS Satyal (Coordinator IQAC)
2. Mrs.Arvinde kaur (UGC In charge, Co-coordinator IQAC)
3. Dr.jagjit Singh (Head, Department of Punjabi)
4. Dr.Dalvinder Singh (Assistant Professor)
5. Mr.Jatinder Singh ( Incharge PTA, RUSA, Examination)
6. Mrs.Manjit Kaur Manchanda (Head, Department of Botany)
7. Mrs.Pratibha Saini (Head, Department of Mathematics)
8. Dr.Harjas Kaur(Head, Department of Music)
9. Mr.Piara Singh (Retd. Associate Professor)
10. Mr.Sanjeev Kumar Aggarwal (Owner SCOT-EDIL Pharmaceutical)
11. Shri. Beant Singh (Student Parent)
12. Arshpreet Kaur D/o Beant Singh (BSc. 1st year, Student)
13. Anvir Singh (Old Student)

  
Principal,  
Govt. College,  
ROPAR

MINUTES OF THE MEETING OF THE GOVERNMENT COLLEGE INTERNAL QUALITY  
ASSURANCE CELL (IQAC) HELD AT GOVERNMENT COLLEGE ROPAR ON  
30<sup>TH</sup> November, 2019 AT 11.00 AM

No: 7329

Date: 30-11-2019

## AGENDA

1. Reading of the previous minutes of the meeting.
2. Discussion on few important parameters of AQAR.
3. Discussion on changes to be made in website.

### 1. Reading of the previous minutes of the meeting.

- IQAC coordinators Prof. BS Satyal reviewed the previous IQAC minutes of the meeting and discuss the action taken report. Status of compliance was presented.

### 2. Discussion on few important parameters of AQAR.

- As it was made mandatory to fill the AQAR's online, co-coordinator of IQAC Prof. Arvinder Kaur discussed the important parameters of AQAR. It was also decided to complete the backlog of AQAR's from 2016-17, 2017-18 & 2018-19 to be completed and uploaded on the website.
- Annual subscription of INFLIBNET to be renewed in March 2020.
- Stock verification of UGC, RUSA, various departments to be completed by February 2020.
- To apply for NIRF ranking for the college.

### 3. Discussion on changes to be made in website.

- As per new guidelines, amendments in IQAC, AQAR's following changes were decided to be made on the college website.
- Program outcomes of all subjects and ordinances to be uploaded on college website.
- All minutes of the meeting since 2016 to be uploaded on college website.
- A system to upload all college activities on website under IQAC will be developed.
- Details of best practices of the college to be uploaded on college website.
- Review of feedback Performa from various stakeholders e.g. Student, Parents, Teachers and alumni was done.
- Student satisfaction survey (SSR) and feedback survey by outgoing students to be taken through online mode by creating Google Forms for the same
- IQAC newsletter for every academic year to be started.
- Dry run internal inspection audit to be conducted of all the departments for each academic year by IQAC cell.

Meeting ended with vote of thanks.

  
Principal,  
Govt College,  
ROPAR

## MEMBERS OF IQAC CELL

1. Mr. BS Satyal (Coordinator IQAC)
2. Mrs. Arvinderkaur (UGC Incharge, Co-coordinator IQAC)
3. Dr. Jagjit Singh (Head, Department of Punjabi)
4. Dr. Dalvinder Singh (Assistant Professor)
5. Mr. Jatinder Singh (Incharge PTA, RUSA, Examination)
6. Mrs. Manjit Kaur Manchanda (Head, Department of Botany)
7. Mrs. Pratibha Saini (Head, Department of Mathematics)
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