



GOVT. COLLEGE FOR WOMEN,
SECTOR-14, PANCHKULA
Internal Quality Assurance cell

2nd Meeting of IQAC [Session 2022-23]

Date: 21.10.22

Time: 10.00 A.M.

Location: IQAC Room

Chair Person: Dr. Sangeeta Mehtani Principal GCW-14, Panchkula

Purpose: IQAC Internal Meeting.

Facilitator: Dr. Adarsh Deep, Convener IQAC.

In attendance: IQAC Members

Dr. Adarsh Deep(C) *Adarsh*

Dr. Mani Narwal (CC)

Dr. Suman Bhambu (C. AQAR)

Dr. Kapoor Singh *Kapoor*

Ms. Anju Goyal (C. Report writing) *Anju*

Ms. Tara Jayant (C. API) *Tara*

Dr. Pooja (C. Newsletter) *Pooja*

Ms. Honey Garg *Honey*

Dr. Nancy *Nancy*

Mr. Pradeep Kumar (C. Maintenance of IQAC Data base) *Pradeep*

Mr. Aman Kumar (C.C Maintenance of IQAC Data base) *Aman*

Mrs. Jasvir Kaur (maintenance of Data base) *Jasvir*

Absent:

Agenda of the meeting:

1. Activities to be done in the month of November.
2. To see the status of IAAA and Newsletter 2021-22
3. To decide the date for External IQAC Meeting for the session 2022-23.
4. Alumni contribution.
5. To discuss about the status of e-content by all the members of teaching faculty.
6. Status of API applications
7. Reports of activities of month of October, 2022
8. Any other issue with the permission of chairperson.

PROCEEDINGS AND MINUTES OF THE MEETING: [21.10.22]

A meeting regarding above mentioned agenda was held in IQAC Room on 21.10.22. The meeting was chaired by Principal Dr. Sangeeta Mehtani. Dr. Adarsh Deep, Coordinator welcomed and presented the agenda for discussion following points were discussed and resolved.

1. Activities to be done in the month of November:

It was decided that

- College level Science exhibition will be organized in last week of November.
- House test/assessment test will be taken in second week of November.
- Mentor mentee meeting will be organized in the third week.
- Other departmental activities will be organized as per their calendar.
- Annual Sports meet will be organized.

2. To see the status of IAAA and Newsletter 2021-22

The work is in progress and report will be completed and submitted till 20 November.

3. To decide the date for External IQAC Meeting for the session 2022-23.

It was resolved that external IQAC meeting to be held in third week of November.

4. Alumni contribution:

A proper record along of contribution by the alumni should be maintained. Report of each session should be made and submitted to IQAC.

5. To discuss about the status of e-content by all the members of teaching faculty.

The point was discussed and it was decided that month wise google form will be prepared by the e-content committee and whatever e-content used by the faculty should be uploaded on it to assess the progress.

6. Status of API applications:

No pendency was found regarding API.

7. Reports of activities of month of October, 2022.


- All the activities organized by the different departments in the month of September were uploaded on the Google-Form.
- For the activities held in October new Google-Form should be made and notice regarding this should be displayed for intime completion of monthly record maintenance.

8. Any other issue with the permission of chairperson.

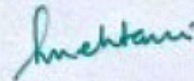
9. Next Internal Meeting of IQAC should be organized in last week of November.

Adjournment: The meeting was adjourned at 11:30 with vote of thanks by Dr. Adarsh Deep as scheduled by the permission of chairperson.

Attachments: Notice of the meeting, attendance, action taken reports



Dr. Adarsh Deep
IQAC Coordinator



**Chairperson
Principal**