



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

Date: 22.12.22

4th Meeting of IQAC [Session 2022-23]

Time: 12.30 P.M.

Location: IQAC Room

Chair Person: Ms. Richa Setia Principal GCW-14, Panchkula

Purpose: IQAC Internal Meeting To review AQAR draft

Facilitator: Dr. Adarsh Deep, Convener IQAC.

In attendance: Council Members:

Mrs. Suman Bhatia - Associate professor of English. - *Suma*

Mrs. Ritu Yadav Associate professor of English. *Ritu*

Sarvjeet Kaur- Associate professor of English. *Sarv*

Mrs. Indu Bala - Associate professor of Physics -

Mrs. Anjali- Associate professor of Commerce *Anjali*

Mr. Hemant Verma: Associate professor of English. -

Ms. Charanjeet Kaur- Associate professor of Hindi *Charanjeet*

IQAC Members

Dr. Adarsh Deep(C) *Adarsh*

Dr. Mani Narwal (CC) -

Dr. Suman Bhambu (C. AQAR) *Suman*

Dr. Kapoor Singh - *Kapoor*

Ms. Anju Goyal (C. Report writing)

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 Kaur*

Dr. Adarsh Deep[IQAC incharge] - Associate professor of Zoology. *Adarsh*

AQAR Committee

1. Dr. Suman Bhambu (C) *Suman*
2. Mr. Pardeep (CC)
3. Ms. Mani Narwal (profile A) -
4. Ms. Parul Sharma *Parul*
5. Ms. Suman Chhikara (Criterion-I) *Suman*
6. Ms. Priyanka (ext.)
7. Dr. Anita Soni (Computer Work) *Anita*
8. Dr. Harvinder Kaur (Criterion-II) *HK*
9. Ms. Laksha Tanwar *Laksha*
10. Dr. Rani Jindal *Rani*
11. Ms. Anita Yadav (Computer Work) *Anita Yadav*
12. Dr. Madhu (Criterion-III) *Madhu*
13. Ms. Shivani *Anita Yadav*
14. Ms. Anita Yadav (Computer Work) *Anita Yadav*
15. Dr. Kapoor Singh (Criterion-IV) *BS*
16. Ms. Balwinder Kaur *22/12/22*
17. Dr. Anita Soni (Computer Work) *Anita*
18. Mr. Aman Kumar (Criterion-V) *Aman*
19. Ms. Navpreet kaur *24/12/22*
20. Ms. Honey Garg (Criterion-VI) *Honey*
21. Ms. Veenu Mittal *Veenu*
22. Dr. Parul Sharma (Computer Work) *Parul*
23. Mr. Pardeep kumar (Criterion-VII)
24. Ms. Indu (Ext.)

Absent: Nil

Agenda of the meeting:

1. To review AQAR draft

Ms. Shwani Singh
Ms. Navpreet Kaur
Ms. Priyanka
Ms. Indu

The
Stacy
Subrah
Indu

1:45 PM

PROCEEDINGS AND MINUTES OF THE MEETING: [22.12.22]

A meeting regarding above mentioned agenda was held in room no. 329 on 22.12.22. The meeting was chaired by officiating Principal Mrs. Anjali Siwach. Dr. Pooja, welcomed and presented the agenda for discussion. All the criterion of AQAR were discussed and resolved.

Extended profile: was presented by Dr. Adarsh Deep.

Resolution: the data filled was approved by the committee with minor changes.

Criterion- 1: It was presented by Ms. Suman Chhikara.

Resolution: appropriate data was filled and approved by the committee with some suggestions.

Criterion- 2: It was presented by Mrs. Harvinder Kaur and Ms. Laksha Tanwar.

Resolution: data was filled properly but some of the points were discussed in the meeting.

- Regarding Student seat Metrix and data provided by the university cell was approved.
- Regarding result- it was resolved that concerned Las will prepare the compiled result and then will be verified by the Result verification committee furthermore, to avoid any inconvenience at the time of filling of AQAR, Result verification committee should keep the verified semester wise compiled result for the coming session [2022-23]. A soft copy that should be uploaded on google form prepared by IQAC committee.

Criterion- 3: It was presented by Dr. Madhu.

Resolution: appropriate data was filled and approved by the committee with some suggestions.

Criterion- 4: It was presented by Dr. Balwinder kaur.

Resolution: appropriate data was filled and approved by the committee with minor changes.

Criterion- 5: It was presented by Mr. Aman.

Resolution: Data filled was not proper and not approved by the committee. It was resolved that-

- Criterion incharge must collect data regarding the pass-out students who are perusing higher education or passed any competitive exam, with the help of Deans and Alumni Incharge.
- Data regarding the sports and placement activities should be collected from the incharges, ^{and Alumni} in case of any delay report immediately to the college authorities.

Criterion- 6: was presented by Ms. Honey Garg.

Resolution: whole data was nicely placed and appropriate documents were uploaded. It was approved by the committee, subject to condition two documents which are pending will be uploaded in time.

Criterion- 7: it was not presented by the concerned incharge.

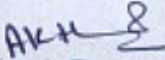
Resolution: The matter was resolved and concerned incharge and member were asked to collect the data immediately and fill it before the next screening. Dr. Suman Bhambu convener AQAR committee explained & guided them about every single point of criterion VII.

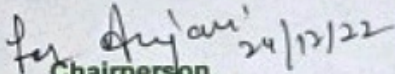
It was also resolved by the committee that

- A hard copy of data provided by the different officials should be verified by the incharges/conveners and countersigned by principal. Only then will be uploaded along with AQAR.
- All the AQAR Criterion Incharges will keep the hard copy of verified document uploaded along with AQAR.
- Before the next meeting all the suggestions/changes suggested by the committee and any pendency should be removed by the criterion incharges.

Adjournment: The meeting was adjourned at 2:45 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