**2017-2018**

July 2017

Notice- A meeting of IQAC of College will be held on July 2, 2017 at 1.15 p.m. in the conference hall. All the members of staff (IQAC) are requested to be present in the meeting.

Agenda

1. Review of previous meeting held in Feb. 2017
2. Planning for the new session such as time table, contacting the students and Ramayana Path.
3. Planning of Talent Show.
4. Discussion about new uniform.
5. Planning for youth festival.
6. To organize tour for students.

Minutes

Dr. Shashi Bala coordinator IQAC presided over the meeting. The following members were present in the meeting.

Dr. Shashi Bala

Dr. Poonam Wadhwa

Dr. Madhu Jindal

Mrs. Pooja Bansal

Mrs. Nirmala Rani

Mrs.Poonam Babbar

Sh. Subhash Singhal

Sh. Naresh Kumar

* For smooth admission of students, class wise duties were allotted to faculty members and guided them to check/fill the forms of students as per guidelines of DGHE &CDLU, Sirsa.
* Time table committee was asked to prepare time table as per the guidelines of the university taking into view the combination of subjects and also keep in mind the bus-timing of students.
* Akhand Ramayana Path will be held on 19th& 20th July 2017.
* Talent show will be organized on 5th sep. 2017.
* Swachhata Pakhwara will be organized in the month of August.
* One day trip for students will be organized in the month of Oct. /Nov.
* Days of National importance such as Sardar Udham Singh Jayanti, Sadbhavna Diwas, Van Mahostava, Teej, Independence Day and Republic Day will be celebrated.
* Decision on new uniform for students twice a week for harmonious environment.

**NOTICE**

A meeting of IQAC of College will be held on 10 Nov. 2017 at 1.15 p.m. in the conference hall. All the members of (IQAC) are requested to be present in the meeting.

Agenda

1. Constitution of IQAC according to latest U.G.C. guidelines.
2. Planning for uploading lesson plan and display of the same on notice board.
3. Planning for stock checking.
4. To assign duties for the repair of furniture and painting of pots and trees.
5. Repair of almirahs and electric gadgets.
6. Planning of Akhand Path of Guru Granth Sahib in the college.
7. Miscellaneous.

Mintues:-

Dr. Shashi Bala coordinator IQAC presided over the meeting. The following members were present in the meeting.

Dr. Poonam Wadhwa

Dr. Shashi Bala

Dr. Madhu Jindal

Mrs. Pooja Bansal

Mrs. Nirmala Rani

Mrs.Poonam Babbar

Sh. Subhash Singhal

Sh. Naresh Kumar

* Principal will constitute the IQAC very soon as per new guidelines of UGC.
* Stock checking duties will be assigned to the concerned staff.
* Faculty members will be advised to prepare lesson plans, upload and display the same on notice board.
* Akhand Path will be organized after odd sem. exams.
* Planned to repair the furniture, almirahs & electric equipments.
* Besides the above mentioned issues ,a brief description of the following events was also given-
* Poster making and poem recitation competition were organized on 9.9.17.
* Singing, Dancing, Speech, Poem Recitation, Rangoli, Mono-Acting and Quiz competitions were organized on 5.9.17 under Talent Show.
* Hindi Diwas , Haryana Heroes’ Day, Gandhi Jayanti, Sardar Patel Jayanti were Organized as per their respective days.
* On the spot Essay Writing, Short Story, Picture- Description and Poem Writing competitions were organized on 10.10.17 by English Department
* One day college trip to Chandigarh was organized on 5th Nov. 2017.

**NOTICE**

A meeting of IQAC of College will be held on 5 Feb. 2018. at 1.15 p.m. in the conference hall. All the members of (IQAC) are requested to be present in the meeting.

Agenda

1. Review of previous meeting

2. Planning for Exams of even semesters.

3. To make a plan to organize Workshop for 10+2 students for their personality development.

4. To celebrate Maharana Partap Jayanti & Yoga Day.

5. Planning for Annual Sports Meet of the College.

6. Planning for visiting nearby schools to increase the strength of college for new session.

7. Miscellaneous issues such as discussion on fee structure for the session 2018-19 and celebration of various days of National importance.

Minutes

DR. Poonam Wadhwa Principal (in- charge) & coordinator IQAC presided over the meeting. The following members were present in the meeting.

Dr. Poonam Wadhwa

Dr. Shashi Bala

Dr. Madhu Jindal

Mrs. Anju Bala

Mrs. Anu Garg

Mrs.Poonam Babbar

Mrs. Garima

Mrs. Suman devi

Mrs. Manjeet

Sh. Gurtej Singh Soni

Sh. Naresh Kumar(Clerk)

Sh. Shashikant Sharma

Ms. Manvinder Kaur

Mrs. Bhawna Kamra

Shri Ram Lal Bagri

* Examination committee was assigned the duty for university exams / practical and assessment etc.
* Annual Sports Meet will be organized in the last week of Feb.
* To increase the strength of college the faculty members will visit local schools and schools of nearby villages.
* Workshop of 10+2 pass students for personality development will be conducted in the month of May.
* Fee for the session 2018-2019 will be decided soon by the committee.
* Scholarship committee was asked to do the work of scholarship (online) and verify the forms of students as per rules.
* Besides the above said issues the Principal mentioned that the college organized the events such as:
* Our students got second prize in Quiz Competition organized by History Dept. of Janta College Ellenabad.
* National Voters’ Day, Republic Day and National Youth Day were also celebrated.
* From 1st Feb to 3rd Feb. Akhand Path of Guru Granth Sahib was organized and on 3rd Feb. Attut Langar was also distributed.